



TOWN BOARD REGULAR MEETING

April 23, 2018 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Mayor Melendez called the meeting to order at 7:04 p.m.

1. Roll Call

Mayor
Mayor Pro Tem

Kristie Melendez
Myles Baker
Cindy Scheuerman
Ken Bennett
Paul Rennemeyer
Ivan Adams

Also Present: Acting Town Manager/Finance Director
Town Attorney
Communications/Assistant to Town Manager
Director of Parks, Recreation and Culture
Planning Director
Senior Planner
Chief of Police
Deputy Town Clerk

Dean Moyer
Ian McCargar
Kelly Houghteling
Eric Lucas
Scott Ballstadt
Millissa Berry
Rick Klimek
Amanda Mehlenbacher

2. Pledge of Allegiance

Town Board Member Scheuerman and Town Board Member Adams led the pledge of allegiance

3. 2018 Arbor Day Poster and Poetry Award Presentation

Mayor Melendez along with members from the Tree Board acknowledged the students that received awards from the poetry and poster contest.

4. Board Liaison Reports

- Mayor Pro Tem Baker – Parks, Recreation & Culture Advisory Board; North Front Range/MPO alternate.
Town Board Member Baker had no report.
- Town Board Member Scheuerman – Water & Sewer Board; Clearview Library Board
Town Board Member Scheuerman reported that the Water & Sewer Board met on April 11th and reviewed their water purchase agreement with the Fort Collins Loveland Water District regarding an emergency water supply that would connect near County Road 13 and New Liberty. Ms. Scheuerman reported that the Clearview Library Board met on April 19th and reviewed their bylaws, approved their annual report and discussed their foundation and friends activities. On May 22nd the Clearview Library will be hosting a Books and Brews located at High

Hops. Ms. Scheuerman also stated that the Board received pre-approval for a USDA loan and is currently working on completing their full application in order to receive a formal approval.

- Town Board Member Bennett – Planning Commission; Windsor Housing Authority

Town Board Member Bennett reported that the Planning Commission met April 18th and reviewed the site plan presentation for Martin Homes at Windsor Commons and also conducted two public hearings. One for the Thornton Farm 24 Annexation and another for the Town of Windsor Land Use Update. Mr. Bennett reported that that Windsor Housing Authority met and discussed their annual financial audit, the purchase of Governors Farm and a landscape project that was completed with the help of over 30 volunteers. Mr. Bennett further highlighted that the Authority is currently under contract for 8 acres in Windshire Park. The intent is to build 123 additional units for affordable senior housing. Mr. Bennett concluded by informing the Board of the many challenges the Windsor Housing Authority is facing regarding the lack of management and the many rules, regulations and procedures.

- Town Board Member Rennemeyer – Historic Preservation Commission; Great Western Trail Authority; Chamber of Commerce

Town Board Member Rennemeyer had no update regarding the Great Western Trail Authority. Mr. Rennemeyer reported that the Historic Preservation Commission met and toured the Boardwalk museum and discussed the possibility of providing tours of the museum during the Thursday night summer concert series. Mr. Rennemeyer recommended that local businesses get involved with the Chamber of Commerce as they had met last week and invited 12 businesses to the Summit at 12:00pm for a networking opportunity.

- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board

Town Board Member Adams reported on the various activities and events the Tree Board participated in for Arbor Day as well as the success of the annual tree sale. Mr. Adams had no report for the Poudre River Trail Corridor Board as they will not meet until May 3rd.

- Mayor Melendez – Downtown Development Authority; North Front Range/MPO

Mayor Melendez had no report for the North Front Range/MPO. Ms. Melendez reported that the Downtown Development Authority met April 18th where they discussed parking options and an outreach with downtown businesses. Ms. Melendez further informed the Board that the MPO had finalized and published their Wayfinding RFP and also held a discussion between the Director and Town staff regarding crosswalk options and how they might alleviate concerns along Main Street.

5. Public Invited to be Heard

Mayor Melendez opened the meeting up for public comment to which there was none.

B. **CONSENT CALENDAR**

1. Minutes of the April 9, 2018 Regular Meeting – Amanda Mehlenbacher

2. Resolution No. 2018-40 – A Resolution Initiating Annexation Proceedings for the Great Western Seventh Annexation to the Town of Windsor, Colorado –GWIP, LLC, Broe Land Acquisitions 10, LLC Broe Land Acquisitions 11, LLC and Windsor Renewal 1, LLC, owners; Erik Halverson, Great Western Development, applicant; Cory Rutz, Otten Johnson Robinson Neff + Ragonetti, applicant's representative – Millissa Berry, AICP, Senior Planner
3. Resolution No. 2018-41 – A Resolution Approving and Accepting a Deed of Dedication for Right of Way from Boxelder Sanitation District for Public Trail Purposes in the Town of Windsor, Colorado – Ian D. McCargar, Town Attorney
4. Advisory Board Appointment – Scott Ballstadt, Director of Planning
5. Appointment to Great Western Trail Authority Board – Dean Moyer, Director of Finance

Town Board Member Rennemeyer moved to approve the consent calendar presented; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

C. BOARD ACTION

1. Ordinance No. 2018-1558 - An Ordinance Annexing and Zoning Certain Territory known as the WCR 76 Annexation to the Town of Windsor – Jon Turner, Hillside Development Group, applicant / Kristin Turner, TB Group, applicant's representative

Super majority vote required on second reading

- Second reading
- Legislative action
- Staff presentation: Paul Hornbeck, Senior Planner
Presented by Scott Ballstadt in place of Mr. Hornbeck.

Mr. Ballstadt introduced the applicant and presented the PowerPoint presentation included in the packet materials, with the following information: The applicant Mr. Jon Turner, represented by Ms. Kristin Turner, has submitted a petition to annex approximately 6.47 acres to the Town of Windsor as General Commercial (GC) and Residential Mixed Use (RMU) zoned property. The proposed zoning is consistent with the zoning of the adjacent properties to the south.

The purpose of this annexation is to annex Weld County Road 76 right-of-way in anticipation of potential roadway improvements associated with the proposed Rocky Mountain Sports Park. Development of the Rocky Mountain Sports Park itself will require various additional approvals by Town Board.

The applicant held a neighborhood meeting on February 5, 2018

On February 26, 2018 Town Board adopted Resolution No. 2018-022 that declared certain findings of fact concerning the Weld County Road 76 Annexation, determined substantial compliance with Colorado Municipal Annexation Act (1965), and established public hearing dates before the Planning Commission and the Town Board. The established hearing dates were April 4, 2018 for the Planning Commission and April 9, 2018 for the Town Board.

No Annexation Report is required with this annexation because the total area is less than 10 acres. Additionally, since the annexation consists only of right-of-way and no developable property, no impact is anticipated to utilities or services to the property or to the school district.

Planning Commission forwarded to Town Board a recommendation of approval of the WCR 76 Annexation and General Commercial and Residential Mixed Use zoning designation, as presented. Town Board approved first reading of the ordinance at the April 9, 2018 meeting.

Staff requests the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

Mayor Melendez asked if anyone from the audience wished to speak on this matter.

There was none.

Town Board Member Rennemeyer moved to approve Ordinance No. 2018-1558 - An Ordinance Annexing and Zoning Certain Territory known as the WCR 76 Annexation to the Town of Windsor ; Town Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays-None; Motion passed.

2. Site Plan Presentation – Windsor Commons Subdivision 3rd Filing – Martin Homes – Andrew Martin, Martin Homes LLC, owner/applicant
 - Staff presentation: Millissa Berry, AICP, Senior Planner

Ms. Berry introduced the applicant and presented the PowerPoint presentation included in the packet materials, with the following information: The property owner, Mr. Andrew Martin, is proposing a building for his business in the Windsor Commons Subdivision 3rd Filing. The site of the proposed building is located on the northeast corner of the Automation Drive and Logistics Drive intersection. The site is zoned Limited Industrial (I-L) and is located adjacent to other I-L-zoned properties.

Overall development characteristics include:

- total lot area of 1 acre
- 6,060 square foot (sf) building
- 10 parking spaces (1 stall per 2 employees plus additional spaces)
- approximately 35% landscaped area (15% required)

Building characteristics include:

- building materials:
 - fiber cement lap siding
 - stucco
 - brick veneer
 - masonry veneer wainscot

- asphalt shingles
- metal roofing
- wood accent beams
- building height:
 - one-story at 23'4" feet
- pitched roof

Ms. Berry indicated that there is no recommendation, as this item is for presentation purposes.

Mayor Melendez asked if there were any questions or comments from Town Board Members.

Mr. Baked inquired about the limited amount of parking spaces.

Mr. Andrew Martin, 27128 Coyote Ridge Ln., Johnstown, CO, responded that the parking would be for staff and customers who may be there to review plans.

3. Public Hearing – An Ordinance Annexing and Zoning Certain territory known as the Thornton Farm 24 Annexation to the Town of Windsor - Colorado – City of Thornton, owner, Kevin Woods, City of Thornton City Manager and Mark Koleber, City of Thornton Water Project Director, applicant’s representatives
 - Legislative action
 - Staff presentation: Millissa Berry, AICP, Senior Planner

Town Board Member Rennemeyer moved to open the public hearing; Town Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

Ms. Berry introduced the applicant and presented the PowerPoint presentation included in the packet materials, with the following information: The applicant, The City of Thornton, represented by Mr. Mark Koleber, has submitted a petition to annex approximately 288.4 acres to the Town of Windsor as Residential Mixed Use (RMU) zoned property. The subject property is located at 37162 Weld County Road 13 directly northeast of the intersection of Weld County Road 13 and Weld County Road 76.

The City of Thornton is annexing the property in accordance with the Intergovernmental Agreement (IGA) that was approved by the Windsor Town Board via Resolution 2018-07 on January 8, 2018. Because the property is within the Town’s Growth Management Area, the Town requested that the property be annexed so that any future development of the property would go through the Town’s land use process and comply with Town standards.

No development is currently proposed with this annexation petition. The City of Thornton has no plans to develop the property and intends to retain the property in its current use and state, as well as retain the associated water rights, into the foreseeable future. There is the potential that Xcel Energy may propose a substation on the property. However, as of the date of this report, a development proposal has not been received. If and when a development proposal is

submitted for a substation, the proposal will be reviewed and processed in accordance with the Municipal Code. In addition, if any development plans on the City's property are submitted in the future, the plans will also be reviewed in accordance with the Municipal Code.

The Comprehensive Plan Growth Strategy includes the property within in the Town's Secondary Growth Area. Although in the Secondary Growth Area, the property is adjacent to Developed and Primary Growth Areas to the south and east and the Tertiary Growth Area to the north. Chapter 5b – Growth Framework of the Comprehensive Plan states that development within the secondary Growth Area will primarily consist of residential land use and, where possible, a mix of housing types and densities should be promoted. The Land Use Plan of the 2016 Comprehensive Plan designates this property as Agriculture which reflects the current use of the property. The RMU zoning that is proposed for the property reflects the intent of the Secondary Growth Area as well as the future land use for the property. The zoning for abutting properties to the south, east and south/east within Town Limits is RMU. Abutting properties that surround the subject property and are outside town limits are also generally low density residential and agriculture land uses and the associated zoning:

- Properties in Weld County to the south and east of the subject property are zoned Agriculture (A) or Duplex Residential (R-2).
- Abutting properties to the north are within Severance and zoned Suburban Perimeter.
- Abutting properties to the west are in unincorporated Larimer County and zoned Farming (FA-1).

The Comprehensive Plan classifies Weld County Road (WCR) 76 as a Rural Collector; WCR 13 is classified as a Rural Minor Arterial. The Town is requiring the dedication of an additional 30 feet of right-of-way along WCR 76 to be dedicated to Windsor and that 35 feet of right-of-way along WCR 13 is dedicated to Town of Timnath; both dedications are to be at time of annexation. A neighborhood meeting was held on March 13, 2018; please refer to the attached neighborhood meeting summary. Concerns conveyed at the meeting included increased traffic to the area and the potential location of a substation on the property. Additional comments received by staff outside the neighborhood meeting echo these concerns.

An Annexation Report (see packet materials) was prepared and sent to potentially impacted taxing districts as required by Colorado Revised Statutes (CRS). The report outlines details on the provision of utilities and services to the property, maintenance of infrastructure, and a finding of no impact to the school district due to the lack of a development proposal at this time. Responses from the tax agencies included "no comment/conflict" or a request to review any development proposals when submitted. Referral agencies, including the Colorado Department of Transportation, were also notified of the annexation request. The referral agencies relayed no conflicts to staff. Referral and tax agency responses are included in the packet materials.

At its February 26, 2018 regular meeting, the Town Board, by resolution, initiated annexation proceedings for the property. After review of the annexation petition

and the annexation plat, staff has determined that the requirements of applicable parts of CRS Section 31-12-104, 31-12-105, 31-12-107 have been met:

- The plat is consistent with the petition submitted;
- The property is eligible for annexation based on contiguity and community of interest between the proposed property and annexing municipality;
- No limitations for annexation exist in this case;
- An election is not required.

At their March 12, 2018 regular meeting, the Town Board adopted Resolution No. 2018-024 that declared certain findings of fact concerning the Thornton Annexation; determined substantial compliance with Colorado Municipal Annexation Act (1965); and established public hearing dates before the Planning Commission and the Town Board. The established hearing dates were April 18, 2018 for the Planning Commission and April 23, 2018 by the Town Board.

At their April 18, 2018 meeting, the Planning Commission forwarded a recommendation of approval of the Thornton Farm 24 Annexation and zoning designation.

Staff requests that the following be entered into the record:

- Application, petition and supplemental materials
- Staff memorandum and supporting documents
- All testimony presented during the public hearing
- Recommendation

Mayor Melendez asked if there were any questions or comments from Town Board Members.

Town Board Member Baker inquired if the RMU (Residential Mixed Use) zoning would be acceptable for a substation if purposed.

Ms. Berry responded that it would allow for a utility to be on the property. Mr. Baker inquired if the Town of Timnath would be responsible for County Road 13.

Ms. Berry responded that the portion of County Road 13 does belong to Timnath, however, through the plat it would be dedicating additional right-of-way to allow for future expansion of the road.

Town Board Member Adams inquired as to how Thornton Farm 24 got its name and if other farms within Windsor will be annexed.

Mr. Mark Koleber, 12450 Washington Street, Thornton, CO., stated that we was not aware of any other farms within the Windsor area that are purposed to be annexed at this time. Mr. Koleber further stated that he believes this was the 24th contract that was signed as farms were acquired in Weld and Larimer Counties.

Town Board Member Rennemeyer inquired if upon approval of the annexation, will there need to be any land improvements made to this parcel.

Ms. Berry responded that there would be no changes at this time besides the right-of-way dedication.

Mayor Melendez asked if anyone from the audience wished to speak on this matter.

Mike Mitchell, 6771 Steven St. Windsor, CO, inquired as to where the Xcel Substation will be located.

Ms. Berry responded that staff currently does not have a submission for a substation and if or when it comes in, at that time they can show where the purposed site will be located.

Rosalyn Leautaud, 36933 WCR 15, Windsor, CO, presented the Commission with aerial photos of the subdivision while expressing her concern with the consideration of a substation. Ms. Leautaud is concerned that the property has been staked without any public input and requested the substation be relocated as it may impact the value of Windsor and the surrounding residential properties. Ms. Leautaud also requested information on how the property can be called an urban area.

Mayor Melendez stated that there has not been a public hearing as the Town Board has not seen a petition to date related to a substation nor any site plans.

Mr. McCargar added that as he understood it from Ms. Berry's presentation, there has been no application for land use approval on the property. The IGA recites that it anticipated Xcel Energy would have an interest in the site. The overall idea was that whatever development that would take place on the site would be regulated under the Town of Windsor's land use code instead of the counties land use practices. Mr. McCargar further stated that the Statute states that the area is urbanized or expected to be urbanized. This is an allegation that is made in every annexation petition.

Mayor Melendez stated that the Town of Windsor petitioned and made the request for the annexation in order to utilize Windsor's planning policies and best management procedures.

Town Board Member Bennett moved to close the public hearing; Town Board Member Rennemeyer seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

4. Resolution No. 2018-42 – A Resolution Making Certain Findings and Conclusions of Law Pursuant to Section 31-12-110 C.R.S., Concerning the Thornton Farm 24 Annexation to the Town of Windsor – City of Thornton, owner, Kevin Woods, City of Thornton City Manager and Mark Koleber, City of Thornton Water Project Director, applicant's representatives
 - Legislative action
 - Staff presentation: Millissa Berry, AICP, Senior Planner

Mayor Melendez asked if Ms. Berry had anything further she wished to add.
Per Ms. Berry; No Madam Mayor

Mayor Melendez asked if there were any questions or comments from Town Board Members.

There was none.

Mayor Melendez asked Mr. McCargar if the record was complete.

Per Mr. McCargar; yes Madam Mayor

Town Board Member Rennemeyer moved to approve Resolution No. 2018-42 as presented. Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

5. Ordinance No. 2018-1559 – An Ordinance Annexing and Zoning Certain Property known as the Thornton Farm 24 Annexation to the Town of Windsor – City of Thornton, owner, Kevin Woods, City of Thornton City Manager and Mark Koleber, City of Thornton Water Project Director, applicant’s representatives
 - First Reading
 - Legislative action
 - Staff presentation: Millissa Berry, AICP, Senior Planner

Mayor Melendez asked if Ms. Berry had anything further she wished to add.

Per Ms. Berry; No Madam Mayor

Mayor Melendez asked if there were any questions or comments from Town Board Members.

There was none.

Town Board Member Scheuerman moved to approve Ordinance No. 2018-1559. Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

6. Resolution No. 2018-43 – Approving an Agreement for Economic Inducements and Development Incentives (Owens-Illinois)
 - Legislative action
 - Staff presentation: Stacy Johnson, Director of Economic Development

In April of 2017, Economic Development staff and Cathy Schulte with Upstate Colorado met with Edison Flores, plant manager at Owens-Illinois (O-I) for a business retention visit. The Town of Windsor was informed at that time that O-I would be upgrading and adding new equipment.

On April 4, 2018, the Town of Windsor received a letter of request from O-I requesting a 50% personal property tax rebate on the new equipment. Weld County has already approved their 50% rebate contingent on Windsor approving also. This is the initial phase of very important equipment upgrades on an aging facility. In order to keep all lines running and insure an investment of \$30 million to rebuild both furnaces starting in 2020, the plant needs to upgrade the current carton palletizer with a bulk palletizer. This is due to changing market conditions with the decrease of big beer sales (Anheuser Busch) and increased sales of

craft beer. This palletizer upgrade will help insure the volumes necessary to justify the furnace rebuild and compete for the corporate dollars. They are not creating new jobs, but the new equipment is important for the retention of the existing 200 jobs.

Staff requests approval of \$36,257.00 incentive for equipment addition and upgrade for Owens-Illinois.

Mayor Melendez asked if there were any questions or comments from Town Board Members.

There was none.

Town Board Member Rennemeyer moved to approve Resolution No. 2018-43. Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

7. Resolution No. 2018-44 – Approving an Agreement for Economic Inducements and Development Incentives (DaVinci Signs)

- Legislative action
- Staff presentation: Stacy Johnson, Director of Economic Development

Economic Development staff conducted a business retention visit with John Shaw, President of DaVinci Signs in summer 2017. Mr. Shaw expressed there was a need to expand their business and started looking for locations including property outside of Windsor. Mr. Shaw had reached out to our staff in February 2018 to discuss expansion of his business. During this visit Mr. Shaw discussed his interest in a property located in the Windsor Commons (Diamond Valley) area allowing for more space and ability to keep his business in Windsor.

DaVinci Signs is currently located in Highland's industrial park in a 10,000 sq. ft. building they currently own. Mr. Shaw will remain the owner of this building and it will be leased out in the future which will allow for another company to move into the business park.

In compliance with our incentive guidelines Mr. Shaw submitted a letter of request for incentives on March 16, 2018. He would like to relocate and expand his company with a proposed opening date of summer 2019.

Staff requests approval of incentive request for fee waivers for the business expansion project at 930 & 950 Merchant Court.

John Shaw, President of DaVinci Signs, approached the Board and thanked the Economic Staff for helping them expand their business in Windsor.

Mayor Melendez thanked both applicants for choosing Windsor to improve and grow their businesses and for bringing diversity to the employment opportunities.

Mayor Melendez asked if there were any questions or comments from Town Board Members.

There was none.

Town Board Member Adams moved to approve Resolution No. 2018-44. Board Member Rennemeyer seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

8. Resolution No. 2018-45 – A Resolution Approving the Form of an Amended and Restated Agreement for Economic Incentives and Inducements By, Between and Among the Town of Windsor, the Windsor Downtown Development Authority and Old Windsor Mill, LLC, With Respect to Redevelopment of the Windsor Mill and Elevator Property

- Legislative action
- Staff presentation: Ian D. McCargar, Town Attorney

The September, 2017, fire that destroyed the Windsor Mill and Elevator Building has caused its owner to modify the plans for redevelopment. The Town Board and DDA Board of Directors have instructed counsel to prepare a revised incentive agreement to reflect the modified project scope, but to retain the former levels of incentives approved in late-2016. The incentives are summarized as follows:

- The DDA will contribute \$500,000 in cash to the project capital improvements.
- The Town will contribute \$1,840,000 in cash to the project capital improvements.
- The DDA will reimburse to the property owner 50% of collected Mill property tax increment.
- The Town will reimburse to the property owner 50% of the collected Mill property sales tax collections.
- The total tax reimbursements will be capped at \$1,360,000. Once this total is reached by a combination of the two revenue sources, the sales and property tax reimbursements will cease.

The Town and the DDA will amend their former cost-sharing agreement to assure that, in the final analysis, the Town's sales tax reimbursements do not exceed \$606,000, and the DDA's property tax reimbursements will not exceed \$754,000. These maximums will be implemented through credits, debits, cash or an agreed combination thereof. The adjustments come into play in the event one or the other revenue streams hits the maximum, yet the full combination of reimbursements will continue until the \$1.36M cap is reached.

The Amended and Restated Agreement for Economic Incentives and Inducements ("Agreement") is a draft, as there remain a number of details yet to be inserted. The draft, however, captures the intent of both the DDA and Town. This draft is being presented for approval as an offer to the other parties which, if accepted, will result in a final, binding agreement. The draft is not itself ready for execution, but is an accurate statement of intent by the Town and the DDA.

The approval of the Resolution will enable counsel to finalize the document with the property owner and, ultimately, present it for approval as a final document. Assuming the final document aligns materially with the draft Agreement presented in packet material, final approval should be a formality.

Staff requests the adoption of the amended and restated agreement.

Mayor Melendez asked if there were any questions or comments from Town Board Members.

Town Board Member Rennemeyer inquired if there are terms outstanding that need to be negotiated and what still needs to be finalized.

Mr. McCargar referred to the draft agreement presented in packet material stating that the highlighted and bracketed portions indicate areas where information is still needed. Until the information is provided by the property owner a final agreement cannot be presented.

Mr. Rennemeyer inquired if the agreement will come back before the Town Board if there are any term changes.

Per Mr. McCargar; that is correct.

Town Board Member Adams inquired if the work currently being done at the mill site is clean up from the fire.

Mr. McCargar stated he was uncertain; however, it would not involve construction as it's dependent upon an agreement.

Town Board Member Rennemeyer moved to approve Resolution No. 2018-45. Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Scheuerman, Bennett, Rennemeyer, Adams; Melendez; Nays- None; Motion passed.

9. Economic Development Report

- Staff Presentation: Stacy Johnson, Director of Economic Development

Ms. Johnson gave an overview of the Economic Development Report that was included in packet material.

Mayor Melendez thanked the Economic Development Team for their hard work keeping businesses happy and continuing to thrive in Windsor.

10. Financial Report for March 2018

- Staff Presentation: Dean Moyer, Director of Finance

Mr. Moyer gave an overview of the March Financial Report that was included in packet material.

11. Administration of Oath to Newly-elected Town Board Members

- Amanda Mehlenbacher, Deputy Town Clerk

Mayor Melendez expressed her gratitude towards Ms. Scheuerman and Mr. Adams for their dedication and service to the Town Board and thanked them for their commitment and passion.

Ms. Mehlenbacher asked Mr. Wilson, Mr. Rennemeyer, Mr. Jones and Mr. Sislowski to raise their right hands as she recited the Oath of Office to which the newly seated responded, "I will."

D. COMMUNICATIONS

1. Communications from the Town Attorney

Mr. McCargar expressed his appreciation to the departing Board members and that he looks forward to working with the newly elected officials.

2. Communications from Town Staff

Mr. Moyer presented the Board with a letter from the auditors per their request which was included in packet material.

Mr. Klimek reminded the Board of the National Drug Take Back on Saturday, April 28th from 9am-2pm with collection sites located at the Police Department and Good Sam.

3. Communications from the Town Manager

None

4. Communications from Town Board Members

Mr. Baker welcomed the new Town Board Members and thanked Ms. Scheuerman and Mr. Adams for their service and dedication.

E. ADJOURN

Town Board Member Rennemeyer moved to adjourn; Town Board Member Baker seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Jones, Sislowski, Melendez; Nays-None; Motion passed.

The meeting was adjourned at 8:44 p.m.



Amanda Mehlenbacher, Deputy Town Clerk