



TOWN BOARD WORK SESSION

December 2, 2019 - 6:00 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.

Members of the Public in attendance are asked to be recognized by the Mayor before participating in any discussions of the Town Board

AGENDA

1. Envisio Software - Town Strategic Plan
2. Future Meetings Agenda

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: December 2, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Eric Lucas, Director of Parks, Recreation & Culture
Re: Envisio Software - Town Strategic Plan
Item #: 1.

Background / Discussion:

Over the years the Town strategic plan has been laborious for staff to track in terms of progress, report creation for both internal and external customers as well as lacked transparency.

In an effort to better improve in these key areas as well as enhance our ability to improve performance, garner improved collaboration and communicate results, this summer staff researched and selected a software that would meet all of our needs and more. Since purchasing the software, we have spent several months building in our current plan, and are nearly complete building the public facing side of the software.

The purpose of this work session is to share with the Board the software that we purchased (Envisio), explain how it works and share with you the reporting functions as well as discuss the public facing website, where anyone can receive real time status updates on projects and initiatives related to our strategic plans.



MEMORANDUM

Date: December 2, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 2.

ATTACHMENTS:

- Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

December 9, 2019 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Meet the Board
December 9, 2019 7:00 p.m.	Town Board Regular Meeting – Last Regular Meeting of the Year!
December 16, 2019 6:00 p.m.	Town Board Work Session Town Attorney, Town Manager and Town Board Social
January 6, 2020 6:00 p.m.	Town Board Work Session Outside Agency Funding Requests Public Art Plan
January 13, 2020 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Transportation Master Plan
January 13, 2020 7:00 p.m.	Town Board Regular Meeting Kern Board
January 20, 2020 6:00 p.m.	Town Board Work Session Land Use Code Update Oil and Gas Location Requirements
January 27, 2020 6:00 p.m.	Town Board Work Session
January 27, 2020 7:00 p.m.	Town Board Regular Meeting
February 3, 2020 6:00 p.m.	Town Board Work Session
February 10, 2020 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting
February 10, 2020 7:00 p.m.	Town Board Regular Meeting
February 17, 2020 6:00 p.m.	Town Board Work Session – CANCELLED due to President's Day
February 24, 2020 6:00 p.m.	Town Board Work Session Transportation Master Plan

February 24, 2020 Town Board Regular Meeting

Additional Events

December 5, 2019 Transportation Master Plan Open House, WSFR Station No. 1, 4:00-7:00 p.m.

December 5, 2019 MPO Council Meeting, Windsor Public Works Facility, 4:00-8:30 p.m.
attending: Bennett, Rennemeyer, Wilson

December 7, 2019 Transportation Master Plan Intercept Event in conjunction with Windsor Wonderland

December 19, 2019 4th Quarter Regional Elected Meeting, Larimer County Human Services Building, Fort Collins, CO 5:30-9:30 p.m. – attending: Baker, Rennemeyer, Jones, Wilson, Sislowski, Bennett

December 21, 2019 Coffee with the Mayor, Senior Jalapeno, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Sislowski, Rennemeyer, Wilson

Future Work Session Topics

- Investment Strategy Discussion
- Land Use Code Update meeting with Planning Commission (next code section in series) – Planning
- Economic development/retail needs at 60,000 population
- Parks and Recreation Strategic Plan