



## TOWN BOARD WORK SESSION

November 2, 2020 - 6:00 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550 ZOOM link:  
<https://windsorgov.zoom.us/j/96446925060>

***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. Operational Budget Follow-Up
2. Trailer Parking
3. 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:** November 2, 2020

**To:** Mayor and Town Board

**Via:** Shane Hale, Town Manager

**From:**

**Re:**

**Item #:** 1.

### ATTACHMENTS:

- ▢ Staff Memo



## MEMORANDUM

Date: November 2, 2020  
To: Mayor and Town Board  
Via: Shane Hale, Town Manager  
From: Dean Moyer, Director of Finance  
Re: 2021 Operational Budget follow up

A few questions arose during the operational budget work session on Saturday October 24. Addressed below:

- We spoke a bit about our annual debt service and possible debt payoff/reduction scenarios. Staff plans to prepare an analysis and recommendations for actions for inclusion in the 2022 Budget. The outcome depends largely on the economic results in the first half of 2021.
- Board Member Cline asked about the specific line for full time salaries in the legal services budget (Page A-3) of the line item detail. It appeared that the salaries had been reduced for 2021 by \$1,800. This was not the case as we had entered an incorrect projection number for the second half of 2020. This has been revised.
- At the Mayor's request following the presentation from Urban 3 we have included \$38,000 in the consulting services line of the planning department budget for a phase 1 study for Windsor in 2021.
- There was a question concerning the FTE requests slide presented during the presentation on Saturday. The slide reflected 2 less patrol officer requests than actually requested for the 2021 budget. The line item representation was the correct number of officers for the 2021 so a correction to the line item budget was not necessary.

Most importantly, thank you to all of you, especially to Karl Gannon, for your diligence and attention throughout the entire budget process. No matter how you slice this process it is a grind at best, while at the same time necessary for the continued welfare of our citizens. Thank you.



## MEMORANDUM

**Date:** November 2, 2020  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Chief Klimek  
**Re:** Parking limitations for on street parking  
**Item #:** 2.

**Background / Discussion:**

There have been repeated concerns over the years regarding on street parking for trailers.



## MEMORANDUM

**Date:** November 2, 2020  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Karen Frawley, Town Clerk  
**Re:** Future Meeting Agenda  
**Item #:** 3.

### ATTACHMENTS:

- Future Meeting Agenda



## FUTURE TOWN BOARD MEETINGS

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November 9, 2020 5:30 p.m.	Town Board Work Session with Planning Commission 7 <sup>th</sup> Street Multimodal & Walnut Bikeway Projects Kickoff & Initial Input – Paul Hornbeck
November 9, 2020 7:00 p.m.	Town Board Regular Meeting
November 16, 2020 5:30 p.m.	Town Board Special Meeting DDA Budget presentation—Matt Ashby Wayfinding Signage Discussion—Matt Ashby Executive Session: Performance Reviews
November 23, 2020 6:15 p.m.	Town Board Work Session Future Legends BID
November 23, 2020 7:00 p.m.	Town Board Regular Meeting
December 7, 2020 5:30 p.m.	Town Board Work Session Affordable Housing discussion for Strategic Plan
December 14, 2020 5:30 p.m.	Town Board Work Session Review of past SH 392 Bypass Studies and Alignments
December 14, 2020 7:00 p.m.	Town Board Regular Meeting
December 21, 2020 5:30 p.m.	Town Board Work Session Board-Manager-Attorney Social
January 4, 2021 6:00 p.m.	Town Board Work Session
January 11, 2021 6:00 p.m.	Town Board Work Session
January 11, 2021 7:00 p.m.	Town Board Regular Meeting
January 18, 2021 6:00 p.m.	Town Board Work Session Impact Fees (Road Impact, Parks, Drainage, Water, etc.) Poudre River Trail Corridor Strategic Plan Update

January 25, 2020                      Town Board Work Session  
6:00 p.m.

January 25, 2020                      Town Board Regular Meeting  
7:00 p.m.

**Future Work Session Topics**

- Eastman Park Drive Corridor Plan (January 2021)
- Joint Meeting with Town of Windsor, Town of Severance, Fire District and School District – Tentative for Fall of 2020
- Facility Master Plan Check in (January)
- Telecom Code (December or January)
- Poudre Learning Center Presentation (January)
- Comprehensive Plan Review
- Proportional services and amenities for planned population (February 2021)
- Economic development/retail needs based on population levels
- Code Amendments for Reimbursements