



## TOWN BOARD REGULAR MEETING

April 25, 2022 - 7:00 PM  
Town Board Chambers,  
301 Walnut Street, Windsor, CO 80550

### MINUTES

#### A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:00 p.m.

##### 1. Roll call

Mayor Paul Rennemeyer  
Mayor Pro Tem Ken Bennett  
Scott Charpentier  
Barry Wilson  
Julie Cline  
Victor Tallon  
David Sislowski

Also Present:

Shane Hale, Town Manager  
Ian McCargar, Town Attorney  
Jess Humphries, Administrative Services Director  
Rick Klimek, Police Chief  
Eric Lucas, Public Services Director  
Stacy Miller, Economic Development Director  
John Thornhill, Community Development Director  
Scott Ballstadt, Planning Director  
Carlin Malone, Chief Planner  
Omar Herrera, Deputy Director of Engineering  
Aaron Lopez, Police Commander  
Kim Emil, Assistant Town Attorney  
Brian Rowe, Public Works Superintendent  
Sandra Mezzetti, Senior Planner  
David Eisenbraun, Senior Planner  
Doug Roth, Civil Engineer  
Ben Bodiker, Visual Media Coordinator  
Karen Frawley, Town Clerk

##### 2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Cline to lead the Pledge of Allegiance.

##### 3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

**Town Board Member Tallon moved to approve the agenda as presented, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson;**

##### 4. Proclamations

- Windsor Economic Development Week

- Public Works Week
- National Police Week

Mayor Rennemeyer read each of the proclamations out loud.

#### 5. Board Liaison Reports

- Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board

Town Board Member Charpentier reported that both the Chamber of Commerce and Clearview Library Board have not met since the last provided update.

- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council

Town Board Member Wilson reported that the Planning Commission spoke about the Downtown building heights which is on the agenda for tonight.

Town Board Member Wilson reported that the Larimer County Behavioral Health Policy Council has not met since the last provided update.

- Mayor Pro Tem Bennett – Water and Sewer Board, 34, and I-25 Coalition's, Windsor Arts Commission

Mayor Pro Tem Bennett reported that the Water and Sewer Board met last week and went through the water supply update presentation that Town Board heard. There are three key points, first, as we measure the water supply, we are currently ok. Second, looking at the projected weather, it is looking like it will be a hotter, drier summer and all need to continue efforts to conserve water. Third, should conditions worsen and we get into a drought situation, the Town of Windsor is prepared and has a drought management plan.

Mayor Pro Tem Bennett reported that staff attended the US 34 Coalition quarterly meeting and received a presentation from CDOT and the North Front Range MPO regarding projected projects over the next ten years.

Mayor Pro Tem Bennett reported that the I25 Coalition provided an update on possible negotiations on a private and public partnership between a private firm and CDOT to complete construction of the I25 corridor.

Mayor Pro Tem Bennett reported that the Windsor Arts Commission has been working on bylaws and elected officers, as well as looking at future sites for public art.

- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission

Town Board Member Cline reported that the Tree Board held the recognition ceremony for the Arbor Day Poster contest and presented awards to the children. The Tree Board will not meeting for their normal meeting this month.

Town Board Member Cline reported that the Historic Preservation Commission is going to host an open house at the Arts and Culture Center on May 13 and 14th. Plaques for local historic designated areas have been ordered and certificates that will be presented with the plaques are being

designed. The Commission also considered approving alterations to the Eaton house to help with ADA compliance.

Town Board Member Cline reported that Poudre River Trail Corridor Authority has not met since the last provided update. However, the PPE sub committee met last week and met with an individual who is excited to volunteer to work on the trail. He works in Loveland on their trail as a trail ambassador.

- Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority

Town Board Member Tallon reported that both boards will meet the first week of May therefore there are no updates to provide at this time.

- Town Board Member Sislowski - Windsor Housing Authority, Windsor Severance Fire District

Town Board Member Sislowski reported that both boards have not met since the last provided update.

- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer reported that the MPO has not met since the last provided update.

Mayor Rennemeyer asked Josh Olhava to provide an update on the DDA. Mr. Olhava reported that the DDA will be taking part in the statewide celebrating Main Street event that runs throughout the month of May. During the annual Downtown Colorado Inc conference the Town and the DDA were awarded the governor's award for excellence related the collective efforts in responding the COVID pandemic to support Downtown business. Dan Stauss was awarded the Vicki Mattox Downtowner of the year award.

#### 6. Public Invited to be Heard

Mayor Rennemeyer opened the meeting up for public comment..

Scott Dial at 1050 Fairfield Avenue addressed the Board regarding traffic concerns, the parking study, and parking in downtown.

Kurt Niemeyer at 325 Walnut Street addressed the Board regarding the parking issue downtown.

Jason Schafer at 406 Main Street addressed the Board regarding the parking study.

Julie Pantelopoulos at 1050 Fairfield Avenue addressed the Board regarding traffic concerns.

#### B. CONSENT CALENDAR

1. Minutes of the April 11, 2022 Town Board Regular Meeting - K. Frawley, Town Clerk
2. Minutes of the April 18, 2022 Town Board Special Meeting - K. Frawley, Town Clerk

3. Resolution No. 2022-22 - A Resolution Vacating Town-owned Right of Way Located Adjacent to Lot 1, Block 3, Diamond Valley Subdivision, and Reserving Certain Easement Rights Therein Upon Petition of the Affected Property Owner, and Clarifying the Record With Respect Thereto - Ian D. McCargar, Town Attorney

**Town Board Member Tallon moved to approve the consent calendar as written, Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.**

C. BOARD ACTION

1. Public Hearing - Resolution No. 2022-23 - A Resolution Approving and Confirming the Master Plan for the Trevenna Annexation to the Town of Windsor - John Donaldson (WNDSR15, LLC), owner and applicant / Kristin Turner (TB Group), applicant's representative

The applicant, Mr. John Donaldson, represented by Ms. Kristin Turner of TB Group (Birdsall Group) has submitted:

- A master plan for approximately 86.54 acres zoned as Single Family Residential (SF-2) zone district.

The subject property is located on the northeast corner of North15th Street and the Jacoby Road alignment, southwest of the Great Western Railway.

**Town Board Member Sislowski moved to open the public hearing, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.**

Town Board Member Wilson read a statement "Mayor Rennemeyer, for the record I would like to point out that in my capacity as Town Board liaison to the Planning Commission, I was present at the Planning Commission meeting during which this matter was previously presented. I wish to state that my participation in the Planning Commission proceeding has in no way influenced me in my capacity as a Town Board member this evening. I will make my decision and cast my vote this evening based solely on the evidence presented during this public hearing."

Discussion ensued between Town Board and staff.

Mayor Rennemeyer opened the meeting up for public comment.

Scott Dial at 1050 Fairfield Avenue addressed the Board regarding traffic concerns, water, and wildlife.

Ralph Townsend at 1069 Grand Avenue addressed the Board regarding concerns over traffic and concerns of what the balance between single-family homes and multi-family units.

David Roberts at 1366 Fairfield Avenue addressed the Board regarding the quality of life for current residents.

Jon Levesque at 1122 Crescent Drive addressed the Board regarding a larger setback and traffic concerns.

**Mayor Pro Tem Bennett moved to close the public hearing, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.**

2. Resolution No. 2022-23 - A Resolution Approving and Confirming the Master Plan for the Trevenna Annexation to the Town of Windsor - John Donaldson (WNDSR15, LLC), owner and applicant / Kristin Turner (TB Group), applicant's representative

Please see previous information presented with the public hearing.

Discussion ensued between Town Board and staff.

**Town Board Member Tallon moved to approve Resolution No. 2022-23, Town Board Member Sislowski seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.**

3. Resolution 2022-24 Authorizing A Modification to the Town of Windsor Downtown Corridor Plan with Respect to Building Height in a Special Height Exception Area  
Town Board previously discussed possible revisions to the maximum building height in the Downtown Corridor Plan at work sessions on November 8, 2021, December 13, 2021 and March 28, 2022, because the current maximum of 30-feet appears to be too restrictive. In fact, the 30-foot maximum would not allow for several existing downtown buildings at their current height. By way of comparison, the maximum building height in the single-family residential district is 40-feet.

There were numerous individuals who spoke in favor of as well as in opposition to the approval of this resolution.

Discussion ensued between the Town Board and staff.

**Town Board Member Sislowski moved to postpone consideration until after the comprehensive plan is updated, seconded the motion. Roll call on the vote resulted as follows; Yeas - ; Motion Died for lack of Second.**

**Town Board Member Sislowski moved to amend the Resolution so all buildings downtown will be a maximum of forty-five feet, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Cline, Sislowski; Nays - Bennett, Charpentier, Rennemeyer, Tallon, Wilson; Motion Failed.**

**Town Board Member Charpentier moved to approve Resolution No. 2022-24 authorizing the modification to the downtown corridor plan with respect to building height in a special height exception area, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Rennemeyer, Tallon, Wilson; Nays - Cline, Sislowski; Motion Passed.**

4. Administration of Oath to Newly Elected Town Board Members

Ms. Frawley asked Mr. Wilson, Ms. Cline, and Mr. Hallett to stand and raise their right hands as she recited the Oath of Office to which the newly seated responded, "I will."

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Mr. McCargar, expressed his gratitude to Mr. Sislowski for his service to the Town of Windsor over the last four years.

2. Communications from Town Staff

a. Financial Report February 2022

b. Windsor Police Department March 2022 Statistical Report

c. 2022 Municipal Election Recap

Per Chief Klimek, expressed his gratitude to Mr. Sislowski for his support over the last four years. Chief Klimek also stated that there is a flag being flown in honor of Ty Powell at the Police Department.

3. Communications from Town Manager

Per Mr. Hale, expressed his gratitude to Mr. Sislowski for his service to the Town. Mr. Hale also congratulated Mr. Hallett, Ms. Cline, and Mr. Wilson on being elected.

4. Communications from Town Board

Per Mayor Pro Tem Bennett, he attended the meeting at the CRC on Saturday that was put on by Xcel Energy regarding the new Avery substation. The word from Xcel is they believe the substation will be up and running by the end of May. There will be a series of rolling fifteen-minute blackouts as the station comes online and those will be posted at the Avery substation as well as on the website. Mayor Pro Tem Bennett also expressed his gratitude to Mr. Sislowski for his service to the Town.

Town Board Member Wilson expressed his gratitude to Mr. Sislowski for his service to the Town.

Town Board Member Cline thanked the Town of Windsor for electing her to serve as the District 4 representative.

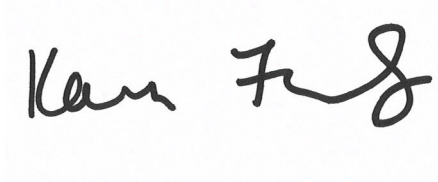
Town Board Member Tallon expressed his gratitude to Mr. Sislowski for his service to the Town.

Mayor Rennemeyer expressed his gratitude to Mr. Sislowski for his service to the Town.

E. ADJOURN

Upon a motion duly made, the meeting was adjourned at 11:02 p.m.

**Town Board Member Tallon moved to Motion, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson;**

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive style with a large, stylized "F" and "R".

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Karen Frawley, Town Clerk