



TOWN BOARD WORK SESSION

July 8, 2024 - 3:30 PM

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

To view Town Board meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

AGENDA

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

WORK SESSION AGENDA ITEMS

1. District 4 Interviews
2. Police Chief Candidate Meet and Greet (5:30 p.m. - 2nd Floor Conference Room)

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: July 8, 2024
To: Mayor and Town Board
From: Karen Frawley, Town Clerk
Re: District 4 Interviews
Item #: 1.

Background / Discussion:

Applications and letters of interest were received by two individuals in District 4. Applications were due by June 5, 2024, at 5:00 p.m.

The interview schedule is as follows:

3:30 p.m. - Wendy Ball
4:00 p.m. - David Coffman
4:30 p.m. - Hunter Rivera
5:00 p.m. - Ken Symsack

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. District 4 Application - Wendy Ball - Redacted
2. District 4 Application - David Coffman_Redacted
3. District 4 Application - Hunter Rivera_Redacted
4. District 4 Application - Ken Symsack - Redacted

RECEIVED JUL 05 2024

@ 2:08 pm ~ CR

Wendy Ball



Windsor, CO. 80550

July 4 2024

To Whom it May Concern,

My name is Wendy Ball and I am interested in applying for the Windsor Town Board District Four vacancy. My husband and I moved to Windsor 36 years ago and have enjoyed our lives here and being engaged in the community. I recently retired from a career with the State of Colorado working at the CSU Veterinary Teaching Hospital.

My experience serving on the Windsor Tree Board from 1989 to 2020 provided me knowledge of the town's advisory boards as well as interactions with the Town Board itself. I found the community outreach through "Sick Tree Day", the annual Arbor Day celebrations, producing the annual Tree Board calendar, and helping update the town's landscape standards to be very rewarding over the thirty-one years I served. In the early 2000's I wrote grants for the Tree Board and the Parks and Recreation Department projects. From those experiences I gained some understanding of the financial requirements needed to pay for things that citizens want and expect, as well as the challenges to fund them.

Thank you for your consideration. I look forward to the possibility of continuing to serve my community in a new role as a member of the Windsor Town Board.

Respectfully,


Wendy Ball



RECEIVED JUL 05 2024
@ 2:08 pm WCR

Application for Town Board – District 4

Please complete this application and a letter of interest and return it to the Town Clerk's Office, 301 Walnut Street, Windsor, CO 80550 or email to kfrawley@windsorgov.com. The application deadline is July 5, 2024 at 5 p.m.

Qualifications

- Must be a citizen of the United States
- Must be 18 years of age or older at the time of appointment
- Candidate must reside in the municipality in which he or she is to be elected for a period of at least twelve consecutive months immediately preceding the date of the election.
- Candidate must reside in District 4.
- Candidate must be a registered elector.
- No person who has been convicted of a felony shall be eligible. A background check is required for municipal candidates.

Verification of any or all applicant qualifications occurs after submittal of the application and letter of interest.

Name: Wendy Ball

Address: [REDACTED] Windsor CO

Day Phone: [REDACTED] Night Phone: [REDACTED]

E-Mail Address: [REDACTED]

How long have you been a resident in Windsor? 36 yrs Current Occupation: Retired

Why do you want to represent District 4 as a Town Board Member? Windsor is my home. I have always been concerned with issues facing Windsor and hope my input could be beneficial.

Briefly explain what you believe are the two most important issues facing the Town Board and how do you believe those issues should be addressed?

1) Growth - An issue since I moved here 36 years ago.
Address by: continue to seek ways to make growth pay its own way to help lessen the burden on existing residents.

2) Maintaining the high standards of the Town in the residential areas that are not regulated by Home Owners Associations
Address by: diligently applying Town Codes and Standards and strictly enforcing Town Ordinances.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: Wendy Ball Date: 7-4-2024

David Coffman



Windsor, CO 80550

Date: 6/18/2024

Karen Frawley, MMC

Town Clerk

301 Walnut St

Windsor, CO 80550

Dear Karen Frawley,

Please accept this letter of interest for the vacant District 4 Board seat. I would like to serve my community as a resident of Windsor, CO for nearly 24 years.

I have been at my current job for over 18 years. I have moved up the ranks to become the Director of Operations/ Quality Control Manager at a local aerospace company (Scion Aviation, LLC). Through this position I have gained skills that would benefit the Town of Windsor. I put together multimillion dollar quotes for customers as well as collaborate on internal budgets for these projects. With a keen eye for detail, I run the day-to-day production as well as quality control.

Thank you for your time and consideration. I look forward to being interviewed by the board and appointed to District 4.

Best Regards,

A handwritten signature in black ink, appearing to be 'DC', written over a horizontal line.

David Coffman



Application for Town Board – District 4

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Name: David A Coffman
Address: [REDACTED] Windsor CO 80550
Day Phone: [REDACTED] Night Phone: [REDACTED]
E-Mail Address: [REDACTED]

How long have you been a resident in Windsor? 24 years Current Occupation: Director of Operations

Why do you want to represent District 4 as a Town Board Member? To serve my community

Briefly explain what you believe are the two most important issues facing the Town Board and how do you believe those issues should be addressed?

- 1) The rapid growth of Windsor. We need to attract businesses with jobs that pay well so residents can work in their own town
- 2) keeping tax dollars in Windsor. There needs to be more shopping options, Groceries included. Right now most people have to go out of town for necessities

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: [Signature] Date: 6-18-24

Hunter B. Rivera

[REDACTED]
Windsor, CO 80550

Windsor Town Board
301 Walnut St.
Windsor, CO 80550

6.24.2024

RE: Hunter B. Rivera - District 4 Letter of Interest

Windsor Town Board Members,

I am writing to express my interest in serving as the District 4 Town Board Member. As a lifelong 22-year-old resident of Windsor, I have deep roots in this district. I grew up here, attended school here, shop here, and recreate here. I love my town and neighbors and would be honored to represent them on the Town Board.

Despite my age, I bring significant experience. I served as a youth liaison to the Windsor Water and Sewer Board in 2020, was appointed to the North Front Range Metropolitan Planning Organization's Community Advisory Board in 2021, and currently serve on the Windsor Board of Adjustment and Appeals and the Weld County Board of Adjustments. Additionally, I am the 1st Vice Chairman of the Weld County Republican Party.

Professionally, I work for Windsor's State Senator, Barbara Kirkmeyer, a position I have held since she took office in 2021. I have also worked for various state legislators, including Windsor's State Representative, Mike Lynch. As an aide to Senator Kirkmeyer, my work for her first two years in office revolved around many issues, mainly healthcare, insurance, transportation, education, and local government. For the past two years, my job for the Senator has focused primarily on the State of Colorado's budget. Through my work at the State Capitol, I have also worked with members of Congress, other state legislators, county commissioners, and many local elected officials. In addition to working for the State of Colorado, I also own a political consulting firm.

I also would be remiss if I didn't mention my previous runs for Windsor Town Board. Though twice unsuccessful, it should be noted that I have received votes and support from residents of my district to serve on this board. In 2022, I received a respectable 44% of the vote in District 4.

I hope the above letter and forthcoming interview showcase my genuine desire to serve my town and community as a Town Board Member.

Respectfully submitted,

Hunter B. Rivera
Windsor Town Board District 4 Resident



Application for Town Board – District 4

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Name: Hunter B. Rivera

Address: [REDACTED]

Day Phone: [REDACTED]

Night Phone: [REDACTED]

E-Mail Address: [REDACTED]

How long have you been a resident in Windsor? 22 Years Current Occupation: Self Employed

Why do you want to represent District 4 as a Town Board Member? Please see attached

Briefly explain what you believe are the two most important issues facing the Town Board and how do you believe those issues should be addressed?

1) Please see attached

2) Please see attached

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: [Signature]

Date: 6/24/2024

Why do you want to represent District 4 as a Town Board Member?

I want to represent District 4 as a Town Board Member because I have a deep-rooted commitment to our community and a vision for Windsor's future that balances growth with preserving our town's unique character. Having grown up in Windsor, I understand the needs and concerns of our residents. My previous experiences serving on various boards, including the Windsor Water and Sewer Board, the North Front Range Metropolitan Planning Organization's Community Advisory Board, and Windsor's Board of Adjustment and Appeals, have equipped me with the knowledge and skills to contribute effectively to our Town Board. I am passionate about maintaining Windsor's small-town charm while addressing the challenges of rapid growth. My goal is to ensure that our community continues to thrive and provide the best possible quality of life for all residents.

Briefly explain what you believe are the two most important issues facing the Town Board and how you believe those issues should be addressed?

1. **Managing Rapid Growth:** Windsor has experienced significant growth in recent years, transforming from a small agricultural town to a bustling suburban community. This growth brings both opportunities and challenges. One of the primary issues is ensuring that this growth is managed in a sustainable and fiscally responsible manner. This involves strategic planning to maintain infrastructure, manage traffic, and provide essential services without compromising the town's character and quality of life. The Town Board should prioritize smart development practices, such as focusing on infill and redevelopment projects that leverage existing infrastructure. Additionally, promoting mixed-use developments can help create vibrant, walkable communities that reduce the need for long commutes and enhance local businesses.
2. **Water:** As Windsor continues to grow, the demand for water will increase. It is crucial to plan proactively for sustainable water use and conservation. Windsor has already made strides in this area by implementing water-efficient practices and securing additional water sources. However, continued efforts are needed to ensure a reliable water supply for the future. This includes encouraging water-efficient landscaping and irrigation practices and investing in infrastructure to support non-potable water systems for irrigation. By promoting these practices in new developments and among existing residents, Windsor can ensure a sustainable water future and maintain its commitment to environmental stewardship.

Kenneth A. Symsack

[REDACTED]
Windsor, CO 80550
[REDACTED]
[REDACTED]

July 3, 2024

Town Board of Windsor

Town Clerk's Office

301 Walnut Street, Windsor, CO 80550

Dear Members of the Town Board,

I am writing to express my interest in serving on the Town Board for District 4 in Windsor, Colorado. With a deep commitment to our community and a strong understanding of our challenges and opportunities, I am eager to contribute to Windsor's continued growth and development while maintaining the quality of life that our residents cherish.

As a longtime resident of Windsor and the surrounding area, I have witnessed our town's significant growth and development. While this growth brings many benefits, it also presents challenges that require thoughtful and strategic planning. I believe the two most important issues facing our community are managing rapid growth and development and maintaining our community's unique character and quality of life.

To address the issue of rapid growth, I advocate for implementing smart growth strategies. This includes comprehensive land-use planning that balances residential, commercial, and recreational spaces while preserving our open areas. Additionally, investing in infrastructure to support our growing population is essential. This involves ensuring that roads, schools, water, and sewage systems are upgraded and expanded to support the ever-increasing population at a rate the town and its resources can handle.

Maintaining the character and quality of life in Windsor is equally essential. I am committed to fostering community engagement by actively involving residents in the decision-making process and ensuring their values and preferences are reflected in town policies.

Furthermore, enhancing public services by expanding parks, recreational facilities, and cultural programs will help sustain a vibrant community atmosphere.

As a parent of two young children and with a wife who is a teacher at Grandview, I am particularly invested in setting up our community for a bright future. I want to ensure that Windsor remains a wonderful place for them to grow up, with ample opportunities and a safe, nurturing environment.

My professional career has been dedicated to serving others. I have extensive experience in hospitality, education, and tourism, which has equipped me with strong solution-minded analytical, planning, and communication skills. My experience, combined with my passion for our community, will enable me to make a meaningful contribution to the Town Board and the future of Windsor.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and vision align with the goals of the Town Board and the needs of District 4. I am excited about possibly serving our community in this capacity and am dedicated to working collaboratively to achieve our shared objectives.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Symsack', with a stylized, cursive flourish at the end.

Kenneth A. Symsack



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Name: Kenneth A. Symsock

Address: [REDACTED]

Day Phone: [REDACTED]

Night Phone: [REDACTED]

E-Mail Address: [REDACTED]

How long have you been a resident in Windsor? 7 years Current Occupation: Meal Systems Administrator

Why do you want to represent District 4 as a Town Board Member? I want to represent District 4 to help ensure our community grows thoughtfully while preserving the unique character and quality of life that makes Windsor a wonderful place to live, work, and raise a family.

Briefly explain what you believe are the two most important issues facing the Town Board and how do you believe those issues should be addressed?

1) Managing Rapid Growth and Development: Implementing comprehensive land-use planning that balances residential, commercial, and recreational spaces while preserving open areas. Additionally, we address these issues through infrastructure investments, ensuring that roads, schools, water, and sewage systems are upgraded and expanded to support the growing population at a rate the town and its resources can handle.

2) Maintaining Community Character and Quality of Life: As Windsor grows, it's essential to preserve the town's unique character and high quality of life that residents cherish. This involves Community engagement, and involving residents in the decision-making process to reflect values and preferences in town policies and enhancing public services to maintain a vibrant community atmosphere.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: [Signature]

Date: July 3, 2024

301 Walnut Street · Windsor, Colorado · 80550 · phone 970-674-2400 · fax 970-674-2456
www.windsorgov.com