



TOWN BOARD REGULAR MEETING

November 25, 2024 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

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

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
4. Proclamations
 - a. Small Business Saturday
5. Outside Agency Report
 - a. Windsor Downtown Alliance 2025 Budget Presentation - Michelle Vance, Executive Director
6. Board Liaison Reports
 - Mayor Pro Tem Steinbach - Larimer County Behavioral Health Policy Council, Windsor Housing Authority
 - Town Board Member Jones - Historic Preservation Commission, Tree Board
 - Town Board Member Peltz - Clearview Library Board, Great Western Trail Authority
 - Town Board Member Symsock – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission
 - Town Board Member Klimek - Chamber of Commerce, Water and Sewer Board
 - Town Board Member Hallett - Planning Commission, RE-4 School District, Windsor Downtown Alliance
 - Mayor Cline - Poudre River Trail Corridor Authority, I-25 Coalition, North Front Range MPO, US34 Coalition & NoCo34 TMO
7. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Town Board.

Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.

The Town Board will not respond to any questions or comments made by the public during this section of the meeting, though it will take all input under advisement. If requesting a response from

the Town, please leave your contact information with the Town Clerk. The Town Manager or other appropriate staff member will reach out after the meeting to address specific questions or concerns when appropriate.

B. CONSENT CALENDAR

1. Approval of the October 28, 2024 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
2. Approval of the November 4, 2024 Town Board Special Meeting Minutes - K. Frawley, Town Clerk
3. Resolution 2024-63 - A Resolution Approving and Accepting the Deed of Dedication for Pedestrian and Utilities Easement Concerning the Greenspire Subdivision, Fifth Filing within the Town of Windsor, Colorado - D. Roth, Civil Engineer
4. Resolution 2024-64 - A Resolution Approving and Accepting the Permanent Easements for Slope, Grading and Drainage Related to Weld County Road 72 Improvements Associated with the Tacincala (Prairie Song) Subdivision, 2nd Filing Development, from Joy Dean Niswender, Windsor Church of Christ, and James D. and Julia Isenhour for the Town of Windsor, Colorado - D. Roth, Civil Engineer
5. Resolution No. 2024-65 A Resolution Approving the Accessioning of Items to the Town of Windsor Museum Collection - T. Fotsch, Director of Parks, Recreation and Culture
6. Resolution No. 2024-66 - A Resolution Pursuant to Section 8.1 of the Windsor Home Rule Charter Reaffirming the Appointment of Shane Hale as Windsor Town Manager and Affirming Modifications to his Terms of Employment - D. Money, Town Attorney
7. Resolution No. 2024-67 - A Resolution Pursuant to Section 9.1(A) of the Windsor Home Rule Charter Reaffirming the Appointment of Daniel L. Money as Windsor Town Attorney and Affirming Modifications to his Terms of Employment - D. Money, Town Attorney
8. Resolution No. 2024-68 - A Resolution Consenting to Participation by the Cobb Lake Regional Water Treatment Authority in the Colorado Intergovernmental Risk Sharing Agency - D. Money, Town Attorney
9. Report of Bills - October 2024 - D.Moyer, Director of Finance

C. BOARD ACTION

1. Public Hearing - An Ordinance Amending Chapters 14-17 of the Town of Windsor Municipal Code Concerning Land Use - Planning Department
 - Legislative action
 - Staff presentation: Sandra Mezzetti, Senior Planner
2. Ordinance No. 2024-1707 - An Ordinance Amending Portions of the Land Use Code in Chapters 14-17 of the Windsor Municipal Code
 - First Reading
 - Legislative action
 - Staff presentation: Sandra Mezzetti, Senior Planner
3. Public Hearing for the Town Of Windsor 2025 Budget
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
4. Resolution No. 2024-69 - A Resolution Summarizing Expenditures and Revenues for each Fund, and Adopting a Budget for the Town of Windsor, Colorado, for the Calendar Year

Beginning on January 1, 2025, and Ending on December 31, 2025, and Appropriating Sums of Money to the Various Funds and Spending Agencies, In the Amount and for the Purpose as Set Forth Below for the 2025 Budget Year.

- Legislative action
 - Staff presentation: Dean Moyer, Finance Director
5. Resolution No. 2024-70 - A Resolution Levying General Property Taxes for Larimer County for the Taxable Year 2024 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2025 Budget Year
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 6. Resolution No. 2024-71 - A Resolution Levying General Property Taxes for Weld County for the Taxable Year 2024 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2025 Budget Year
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 7. Resolution No. 2024-72 - A Resolution Approving The 2025 Windsor Downtown Development Authority Budget; Making Annual Appropriations For The Windsor Downtown Development Authority For The Fiscal Year Ending December 31, 2025; And Fixing The Mill Levy For The Windsor Downtown Development Authority District For The Fiscal Year Ending December 31, 2025
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 8. Resolution No. 2024-73 - A Resolution to Implement a Grocery Sales Tax Rebate Pilot Program to be made Available to Financially Limited Residents of The Town of Windsor Colorado
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 9. Ordinance No. 2024-1705 - An Ordinance Designating 411 Main Street, Windsor, Colorado, as a Local Historic Landmark Pursuant to the Requirements of Article XVI of Chapter Fifteen of the Windsor Municipal Code - Chris and Annie Lloyd, Owners; Maya Barboa-Ojinaga and Sam Sedoryk (Town of Windsor Museum Education Specialists), Applicants.
 - Second Reading
 - Legislative action
 - Staff presentation: Kimberly Lambrecht, Senior Planner
 10. Ordinance No. 2024-1706 - An Ordinance Designating the Yancey Block Building, located at 513 Main Street, Windsor, Colorado, as a Local Historic Landmark Pursuant to the Requirements of Article XVI of Chapter Fifteen of the Windsor Municipal Code - Four Eyes Holding LLC (Dr. Brent Phinney), Owner; Maya Barboa-Ojinaga and Sam Sedoryk (Town of Windsor Museum Education Specialists), Applicants.
 - Second Reading
 - Legislative action
 - Staff presentation: Kimberly Lambrecht, Senior Planner
 11. Resolution No. 2024-74 - A Resolution Establishing Rates for Town of Windsor Water Service Customers and Authorizing the Implementation of Such Rates
 - Legislative action

- Staff presentation: Jess Humphries, Information Services Director
12. Resolution No 2024-75 - A Resolution Establishing Rates for Town of Windsor Sanitary Sewer Service Customers and Authorizing the Implementation of Such Rates
 - Legislative action
 - Staff presentation: Jess Humphries, Information Services Director
 13. Resolution No 2024-76 - A Resolution Approving and Adopting Revisions to the Schedule of Water Plant Investment Fees Imposed by the Town of Windsor
 - Legislative action
 - Staff presentation: Jess Humphries, Information Services Director
 14. Resolution No 2024-77 - A Resolution Approving and Adopting Revisions to the Schedule of Sewer Plant Investment Fees Imposed by the Town of Windsor
 - Legislative action
 - Staff presentation: Jess Humphries, Information Services Director
 15. Ordinance No 2024-1708 - An Ordinance Repealing, Amending and Readopting Portions of Article III of Chapter 13 of the Windsor Municipal Code with Respect to Stormwater Basin Fees Imposed by The Town's Stormwater Drainage Utility Enterprise
 - First Reading
 - Legislative action
 - Staff presentation: Jess Humphries, Information Services Director
 16. Ordinance No. 2024-1709 - An Ordinance Approving Deed of Dedication for Public Road Right-of-Way Between the Town of Windsor and Weld Concerning Weld County Road
 - First Reading
 - Legislative action
 - Staff presentation: Doug Roth, Civil Engineer
 17. Ordinance No. 2024-1710 - An Ordinance approving the execution of a quitclaim deed between and among the Town of Windsor, the Town of Eaton, the Town of Severance and the Fort Collins-Loveland Water District to grant real property rights to the Cobb Lake Regional Water Treatment Authority
 - First Reading
 - Legislative action
 - Staff presentation: Dan Money, Town Attorney
 18. Resolution No. 2024-78 - A Resolution Calling a Special Election for the Purposes of Referring to the Voters an Initiative that Seeks to Amend the Windsor Town Code to Allow the Cultivation, Testing and Retail Sale of Marijuana within the Town of Windsor, Colorado
 - Legislative action
 - Staff presentation: Dan Money, Town Attorney
 19. Ordinance 2024-1711 - An Emergency Ordinance Referring to the Voters Amendments to Article III Sections 3.1(C), (D), 3.3(A), (B), 3.5, 3.7(A) and (B), Article IV Section 4.7(B), Section 4.9(B) and Article VI Section 6.4(B) of the Town of Windsor Home Rule Charter
 - First Reading
 - Legislative action
 - Staff presentation: Dan Money, Town Attorney
 20. Motion to Adopt the Strategic Plan

21. Motion to accept water billing issue

D. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff
 - a. Windsor Police October 2024 Statistics
 - b. Strategic Plan Key Performance Indicators November 2024
3. Communications from Town Board

E. ADJOURN

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.