



Town Board Regular Meeting

November 25, 2024 - 7:00 PM

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

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www.windsorgov.com/MeetingsOnDemand.

MINUTES

A. CALL TO ORDER

Mayor Cline called the meeting to order at 7:19 p.m.

1. Roll Call

Present:

Mayor Julie Cline
Mayor Pro Tem Ron Steinbach
Brian Jones
Lainie Peltz
Ken Symsack - Absent
Rick Klimek
Jason Hallett – Virtual

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Jess Humphries, Information Services Director
Eric Lucas, Deputy Town Manager
Dean Moyer, Finance Director
Kim Mihm, Deputy Town Attorney
Kim Lambrecht, Senior Planner
Doug Roth, Civil Engineer
Sandra Mezzetti, Senior Planner
Karl Gannon, Budget Analyst
Laura Browarny, Culture Supervisor
Evan Wendlandt, Economic Development Director
Terry Schwindler, Business Development
Kyra McKinley, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Cline asked Mayor Pro Tem Steinback 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 Jones moved to approve the agenda as written, Town Board member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

4. Proclamations

a. Small Business Saturday

Mayor Cline read the proclamation aloud.

5. Outside Agency Report

a. Windsor Downtown Alliance 2025 Budget Presentation - Michelle Vance, Executive Director

Michelle Vance, Executive Director presented the Windsor Downtown Alliance 2025 Budget presentation.

6. Board Liaison Reports

Mayor Pro Tem Steinbach - Larimer County Behavioral Health Policy Council, Windsor Housing Authority

Per Mayor Pro Tem Steinbach reported that Larimer County Behavioral Health Policy Council has not met since the last provided update.

Per Mayor Pro Tem Steinbach reported that the Windsor Housing Authority received an update on the Jacoby Meadows project and an update to the municipal code to add additional board members to the Authority.

Town Board Member Jones - Historic Preservation Commission, Tree Board

Town Board Member Jones reported that the Historic Preservation Commission is continuing work on a tool kit for new applicants. There is also a discussion about potentially giving Windsor Lake a historical designation, though early in the discussion process. The commission elected new officers and all current officers were re-elected to the same positions.

Town Board Member Jones reported that the Tree Board will meet tomorrow night and will provide an update at the next board meeting.

Town Board Member Peltz - Clearview Library Board, Great Western Trail Authority

Town Board Member Peltz reported that the Clearview Library Board moved their November meeting to November 18th and therefore was unable to attend due to Town Board Work Session conflict. Both branches of the library district are doing really well. The Severance branch is offering after-hours meeting room spaces, which has been very popular with the community. The district is working on updating the Windsor branch to have access to meeting rooms as well. The board had a first reading of their 2025 draft budget in October and the second reading at their November meeting.

Town Board Member Peltz reported that the Great Western Trail Authority is ending the year in good shape financially and looking forward to next year and figuring out way finding signage and possible benches.

Town Board Member Symsock – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission

In the Windsor Arts Commission meeting we looked at Kristina Maldonado Bad Hand's painted Mosaic Mural design for the Eastman Park Wetlands exhibit. Looks wonderful with each of the 4 sides representing different periods of life represented by the different directions. Conditional approval of the design has been given, Timeline of completion is uncertain with weather, and cement curing ability.

We got an update on the Kyger benches as well as the Police Department Sculptures which are coming along and looking great.

We met with David Moore the artist awarded for the Community Recreation Center Entryway Signage to discuss timeline, materials, and Expenses for the Recreation Center signage which initial designs have been approved which feature the topographic map of the Poudre going through town.

Chris Bates introduced for discussion ideas for low cost high impact projects for 2025 that include the sculpture on loan program shooting for 5 sculptures with locations being discussed, expanding on the downtown mural program, base concrete painting for current signage, traffic cabinet murals in lieu of Xcel's inability to give us permissions, and the Windsor Museum Depot Mural to create a focal point in the entrance for the sesquicentennial all of which will create twice the impact as we have had a few large projects this last year opting for larger scope of smaller projects.

Parks and Rec

Darren Duroux from Connect One Design provided updates on the Kodak experience project, highlighting the use of a multiphase design that allows flexibility to adapt as circumstances and funding evolve. The immediate priority is completing the crosswalk to improve access. Additionally, new museum acquisitions were presented, including a vintage Band-Aid container from one of the original first aid kits and COVID-era gear. A vote on these items will take place today. Reflecting on the COVID period, it serves as a reminder of how historic and transformative that time was, even as many try to forget it.

The forestry team shared an impressive update on their recent activities and contributions. Over the past period, they have planted 89 trees, pruned 752, and removed 70. They also maintained 10 roundabouts, cared for 95 annual flower pots, and logged an astounding 1,649 volunteer hours at Treasure Island. Their efforts resulted in 3,765 pounds of produce donated to the community. At the time of the meeting, Blake and the forestry team were hard at work getting the trees decorated for the Tree Lighting Ceremony, which we can all say was a great success. Downtown looks beautiful, and their efforts truly shone through in making the holiday season special.

As part of their ongoing tree management efforts, the team addressed the Emerald Ash Borer, a metallic green pest that poses a significant threat. While these pests have been detected in Fort Collins, they have not yet crossed the highway into Windsor—but it is only a matter of time, so vigilance is advised.

In staff updates, Byron Brackie continues to lead as Park Supervisor, ensuring parks are well-maintained and accessible. He is also working to make operations more efficient by introducing robotic lawnmowers and line painters, helping to ease the workload for the team while maintaining high standards for park care. The department remains committed to robust programming and keeping our spaces clean and green and I thank them for that.

Town Board Member Klimek - Chamber of Commerce, Water and Sewer Board

Town Board Member Klimek reported that the Chamber of Commerce is working on a strategic plan and Dennis presented it to the Town Board during a work session tonight.

Town Board Member Klimek reported that the Water and Sewer Board had technical difficulties and, therefore, he was not able to participate in the meeting, however there will

be items on the agenda tonight that the board forwarded recommendations to Town Board tonight.

Town Board Member Hallett - Planning Commission, RE-4 School District, Windsor Downtown Alliance

Town Board Member Hallett reported that the Planning Commission items will be on the agenda tonight.

Town Board Member Hallett reported that the RE-4 School District discussed the Veterans Day assembly that it hosted at the High School. The district also provided reports on all school construction and repairs. Not all board members were present, so the item regarding name changes to align with gender identity was tabled to a future meeting since the topic is controversial and the goal is to align with State laws.

Town Board Member Hallett reported that the Windsor Downtown Alliance items will be on the agenda tonight.

Mayor Cline - Poudre River Trail Corridor Authority, I-25 Coalition, North Front Range MPO, US34 Coalition & NoCo34 TMO

Mayor Cline reported that the Poudre River Trail Corridor Authority had a strategic planning retreat which helped to recenter the direction of the board and identified that the Executive Director needs to work on fundraising which is now the main focus. The authority also worked on prioritizing projects for the next five years.

Mayor Cline reported that the North Front Range MPO provided an update on the I-25/Mulberry exchange, reviewed the ten-year priority list, and advised it would send out an email for their strategic plan to figure out the priority list.

Mayor Cline reported that the US 34 Coalition discussed eliminating the railroad tracks on US 34 by Colorado Boulevard.

7. Public Invited to be Heard

Mayor Cline opened the meeting up for public comment, to which there was none.

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

Approve the meeting minutes.

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

Greenspire Subdivision 5th Filing, a minor subdivision, was approved by the Town in August of 2024. Following approval of the subdivision, it was determined that a wider sidewalk along the southern perimeter should be installed as part of the proposed improvements. The wider sidewalk requires dedication of an access easement. A Town

waterline is located in a utility easement next to the sidewalk. Due to the waterline alignment and wider sidewalk, additional utility easement is needed parallel to the sidewalk to provide a utility corridor outside the walk.

The attached easement dedication documents include dedication of an access and utility easement to the Town of Windsor.

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

Tacincala (Prairie Song) Subdivision 2nd Filing final plat was approved by the Town Board on June 10, 2024. The subdivision requires the widening of Weld County Road 72 and related grade changes. Road changes include six-foot paved shoulders, turn lanes, and curb and gutter along the south side of Weld County Road 72. Permanent easements for slope, grading, and drainage are needed to accommodate improvements.

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

The Parks, Recreation, and Culture Advisory Board will occasionally have the opportunity to review recommended accessions and deaccessions to the permanent collection of the Town of Windsor Museum, per adopted policies. PReCAB has reviewed these recommended actions and has recommended accessioning via Resolution 2024-65

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

On November 4, 2024, Town Manager Shane Hale completed his annual performance review with the Town Board. Following this review, the Board has determined to retain Mr. Hale as Town Manager, as reflected in the attached Resolution.

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

On November 4, 2024, Town Attorney Daniel L. Money completed his annual performance review with the Town Board. Following this review, the Town Board has determined to retain Mr. Money as Town Attorney, as set forth in the attached Resolution.

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

The Cobb Lake Regional Water Treatment Authority is comprised of the Town of Windsor, Town of Eaton, Town of Severance and the Fort Collins-Loveland Water District. The Authority needs insurance coverage under CIRSA and needs Town consent to join. The Town has agreed to consent to this action.

9. Report of Bills - October 2024 - D.Moyer, Director of Finance

Town Board Member Steinbach moved to approve the consent calendar as presented,

Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing - An Ordinance Amending Chapters 14-17 of the Town of Windsor Municipal Code Concerning Land Use - Planning Department

Chapters 14 through 17 of the Town's Municipal Code, which collectively make up the Town's Land Use Code, were updated in February 2024. Recent State house bills require the need to update several sections within the code, described herein. Additionally, there is a need to amend some areas to address corrections or clarifications to resolve ongoing issues with the current code.

Mayor Cline opened the public hearing.

Mayor Cline opened the hearing up for public comment. David Roberts from 1366 Fairfield Avenue in Windsor asked staff how a zone of single family home can allow for apartment style living. Mr. Hale stated that these changes are compliant with state law.

Mayor Cline closed the public hearing.

2. Ordinance No. 2024-1707 - An Ordinance Amending Portions of the Land Use Code in Chapters 14-17 of the Windsor Municipal Code

Please refer to information presented with the public hearing item.

Town Board Member Steinbach moved to approve Ordinance No. 2024-1707, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

3. Public Hearing for the Town Of Windsor 2025 Budget

Mayor Cline opened the public hearing.

Mayor Cline opened the hearing up for public comment, to which there was none.

Mayor Cline closed the public hearing.

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.

Town Board member Peltz moved to approve Resolution No. 2024-69, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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

Town Board Member Jones moved to approve Resolution No. 2024-70, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas

- Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays
- None; Motion Passed.

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

Town Board Member Jones moved to approve Resolution No. 2024-71, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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

Mayor Cline opened the meeting up for public comment.

Heidi Washburn from 517 and 519 Main Street in Windsor addressed the board regarding the bylaws of the Downtown Development Authority and the move toward promoting events instead of development. It very much feels like Windsor has two Chamber of Commerce and does not agree with the share back issue and the 5 mil levy. Mrs. Washburn stated that she would urge the board not to approve the 5 mils as requested in the draft budget.

David Roberts from 427 Main Street in Windsor addressed the board regarding the requested 5 mils being requested by the Downtown Development Authority for their upcoming budget.

Dan Stauss from 201 Cattail Bay in Windsor addressed the board regarding the requested 5 mils that is requested by the Downtown Development Authority for their upcoming budget and not being in agreement.

Michelle Vance, Executive Director of the Windsor Downtown Alliance, addressed the board regarding the kiosk project, the 4th Street property not going through a broker, the Windsor Downtown Alliance salaries, the Main Street Program which includes promoting Downtown, which is why there is additional promotion.

Dan Stauss readdressed the board regarding the previous executive directors and the amount of grant money brought into downtown.

Michelle Vance readdressed the board regarding the invitation to property owners to attend the WDA board meetings and requesting those to participate in meetings and the process.

Mayor Cline asked if the Town Board decided not to pass the resolution, what would happen. Mr. Moyer responded that if the certification of the mil levy is not certified by December 15th, the assessor would request the Division of Local Government to extend the current mil levy. Mr. Moyer also stated that if the budget is not approved, then the current budget would be approved until the new budget is approved. Mr. Moyer stated the other option would be to table this item until the next meeting on December 9th if the board would like.

Discussion ensued between board members and staff regarding the options presented.

Town Board Member Steinbach moved to continue Resolution No. 2024-72 to a date certain of December 9th, Town Board member Peltz seconded the motion. Roll call on

the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz; Nays - Rick Klimek, Jason Hallett; Motion Passed.

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

Town Board member Peltz moved to approve Resolution No. 2024-73, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

Mayor Cline called a recess at 9:36 p.m.

Mayor Cline called the meeting back to order at 9:48 p.m.

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.

Ms. Maya Barboa-Ojinaga and Mr. Sam Sedoryk (Town of Windsor Museum Education Specialists), on behalf of Chris and Annie Lloyd, owners of 411 Main Street, have submitted a nomination to designate the above referenced property as a local historic landmark.

Town Board Member Jones stated "Mayor Cline, for the record, I would like to point out that in my capacity as Town Board liaison to the Historic Preservation Commission, I was present at the Historic Preservation Commission meeting during which this matter was previously presented. I wish to state that my participation in the Historic Preservation 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."

Mayor Cline opened the meeting up for public comment, to which there was none.

Town Board Member Jones moved to approve Ordinance No. 2024-1705, Town Board member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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.

Ms. Maya Barboa-Ojinaga and Mr. Sam Sedoryk (Town of Windsor Museum Education Specialists), on behalf of Dr. Brent Phinney (Four Eyes Holding LLC), owner of 513 Main Street (Yancey Block), have submitted a nomination to designate the above referenced property as a local historic landmark.

Mayor Cline opened the meeting up for public comment, to which there was none.

Town Board Member Jones moved to approve Ordinance No. 2024-1706, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

11. Resolution No. 2024-74 - A Resolution Establishing Rates for Town of Windsor Water Service Customers and Authorizing the Implementation of Such Rates

The Water Fund is by classification, a self-funding enterprise of the Town of Windsor. Revenues in general, must be adequate to pay for both operating and capital expenditures.

Town Board Member Steinbach moved to approve Ordinance No. 2024-74, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

12. Resolution No 2024-75 - A Resolution Establishing Rates for Town of Windsor Sanitary Sewer Service Customers and Authorizing the Implementation of Such Rates

The Sewer Fund is by classification, a self-funding enterprise of the Town of Windsor. Revenues in general, must be adequate to pay for both operating and capital expenditures.

Town Board Member Jones moved to approve Resolution No. 2024-75, Town Board member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek; Nays - Jason Hallett; Motion Passed.

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

WATER PIF

The Water Fund is by classification, a self-funding enterprise of the Town of Windsor. Revenues in general, must be adequate to pay for both operating and capital expenditures.

Town Board Member Jones moved to approve Resolution No. 2024-76, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek; Nays - Jason Hallett; Motion Passed.

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

The Sewer Fund is by classification, a self-funding enterprise of the Town of Windsor. Revenues in general, must be adequate to pay for both operating and capital expenditures.

Town Board Member Jones moved to approve Resolution No. 2024-77, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek; Nays - Jason Hallett; Motion Passed.

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

The Storm Drainage Fund is, by classification, a self-funding enterprise of the Town of

Windsor. Revenues must generally be adequate to cover both operating and capital expenditures.

Town Board Member Klimek moved to approve Ordinance No. 2024-1708, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

16. Ordinance No. 2024-1709 - An Ordinance Approving Deed of Dedication for Public Road Right-of-Way Between the Town of Windsor and Weld County Concerning Weld County Road 72

Tacincala (Prairie Song) Subdivision 2nd Filing final plat was approved by the Town Board on June 10, 2024. The subdivision requires the widening of Weld County Road 72 and related grade changes. Road changes include six-foot paved shoulders, turn lanes, and upgrades to the intersection of Weld County Road 72 and State Highway 257.

Town Board member Peltz moved to approve Ordinance No. 2024-1709, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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

For the purposes of creating the Cobb Lake Regional Water Treatment Authority, the Town of Windsor, Town of Eaton, Town of Severance and the Fort Collins-Loveland Water District bought land to be conveyed to and to be utilized by CLRWTA. Each entity making up CLRWTA will go to their Board to approve a quitclaim deed to transfer this property.

Town Board Member Jones moved to approve Ordinance No. 2024-1710, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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

Earlier this year, proponents of the cultivation, testing and retail sale of marijuana in the Town of Windsor circulated a petition to gather signatures for this ballot initiative. Gathering enough signatures, the Town is required to either adopt this Ordinance or place the Ordinance on the ballot. To accomplish this task, the Board would need to call a Special Election, set on February 18, 2025. Pursuant to the Windsor Town Charter, the Special Election must be called by Resolution. Attached are the timeline, facts and Resolution for this measure.

Town Board Member Jones moved to approve Resolution No. 2024-78, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays

- None; Motion Passed.

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

Following the 2024 Town election, the Town Board recognized the need to review the Town Charter for clarification and updates. The Town Charter may only be amended by a vote of the Windsor electorate. So, to accomplish this task, the Board appointed members to an Ad Hoc Charter Review Committee to review the Charter and recommend suggested revisions to its language. The Ad Hoc Committee met for several weeks and presented multiple revisions that the Board could send to the voters. The Town Board then reviewed these revisions at the November 18, 2024, Town Board Work Session, and they selected the most critical revisions to send to the voters at a Special Election, called on February 18, 2025.

Due to timing requirements for printing and mailing ballots, the Ordinance referring these Charter revisions to the voters must be done by Emergency measures under Charter Section 4.11 that allows the Ordinance to be heard at one reading and take effect upon this final adoption.

The Charter amendments being referred to the voters in the February 18th, 2025, Special Election are as follows:

Section 3.1(C) and (D); and
Section 3.3(A) and (B); and
Section 3.5 and 3.7(A) and (B); and
Section 4.7(B); and
Section 6.4(B). Mayor Cline opened the meeting up for public comment, to which there was none.

Town Board member Peltz moved to approve Ordinance No. 2024-1711, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

20. Motion to Adopt the Strategic Plan

Every two years, the Town Board reviews and updates the Town's Strategic Plan. That process began May 16-17, 2024 with a retreat at the Sylvan Dale Ranch where the Board and staff discussed Board priorities for the next two years. In July, staff worked through those priorities and developed goals and action steps designed to accomplish the priorities set forth by the Board.

Town Board Member Steinbach moved to adopt the 2024 through 2026 strategic plan, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

21. Motion to accept water billing issue

Town Board Member Klimek moved to accept water billing issue and identify those who already paid and reimburse those customers, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

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

Attached are the Town's Key Performance Indicators for November 2024. As you know, every month, I highlight a KPI in each of the strategic focus areas in an effort to provide context to the data we are collecting. This will serve as the last report for 2024.

1. Strategic Growth:

The highlighted KPI for this month is the total number of Part 1 Crimes. The number in November is 7.44, down from 8.31 when compared to the same time last year. As a reminder, these are crimes against property or persons and are reportable to the FBI.

The number continues to indicate that part one crimes in Windsor are low and indicative of a safe community.

2. Vital Infrastructure:

I am highlighting the annual capital expenses as we near the end of the year. Windsor spent a significant amount of capital on infrastructure-related projects. Facilities (new Police Dept), street improvements as well as water and park improvements, all of which were the top 4 areas of impact. These expenses are indicative of a community investing in growth as well as ensuring replacement of aging infrastructure.

3. Vibrant and Healthy Economy:

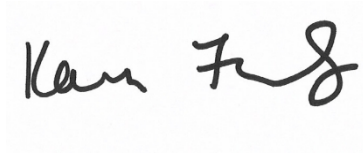
The highlighted KPI for this month is the rate of turnover of full-time employees. We are at 16.26%, which is above our 3-year average. While higher than the average, it is not significantly higher than normal or alarming given that the town does things like exit interviews, annual gallop surveys and stay interviews, which provide us with real-time information related to employee culture, morale and other factors that impact employee turnover.

3. Communications from Town Board

E. ADJOURN

Town Board Member Jones moved to adjourn, Town Board Member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 11:08 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive, flowing style.

Karen Frawley, Town Clerk