



Town Board Regular Meeting

January 27, 2025 - 7:00 PM

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

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MINUTES

A. CALL TO ORDER

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

1. Roll Call

Present:

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

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Eric Lucas, Deputy Town Manager
John Thornhill, Community Development Director
Tara Fotsch, Director of PRC
Dean Moyer, Finance Director
Kim Mihm, Deputy Town Attorney
Wade Willis, Open Space and Trails Manager
Ben Bodiker, Visual Media Supervisor
Karen Frawley, Town Clerk

2. Pledge of Allegiance

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

4. 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 January 13, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval of the meeting minutes.

2. Resolution 2025-06 - A Resolution Approving a Deed of Dedication for a Permanent Utilities Easement and a Temporary Construction Easement Agreement from Joy Dean Niswender to

the Town Of Windsor Concerning the East Sewer Interceptor-257 North Extension - D. Roth, Civil Engineer

Tacincala (Prairie Song) Subdivision 2nd Filing final plat was approved by the Town Board on June 10, 2024. In conjunction with construction of Prairie Song improvements, the East Sewer Interceptor - 257 North Extension project is under construction. The sewerline will cross WCR 72 just west of SH 257 and temporarily terminate at the northwest corner of WCR 72 and SH 257. Temporary and permanent utility easements are needed to accommodate improvements.

3. Resolution No. 2025-07 - A Resolution Approving a Temporary Access and Construction Easement from the Town of Windsor to the City of Thornton in the Town of Windsor, CO Concerning the Kyger Property - O. Herrera, Director of Engineering

The City of Thornton is looking to continue its efforts constructing its raw water delivery pipeline through Windsor along Colorado Blvd. The City of Thornton constructed phase I of its pipeline between Crossroads Blvd and Jacoby Rd./CR 68.5 back in 2020. Starting in mid to late 2025, the City of Thornton will be starting phase II of its' project in Windsor north of Jacoby Rd./CR 68.5.

The purpose of granting the temporary access and construction easement to the City of Thornton within the Kyger property, will be to help them facilitate equipment and material storage during construction of their pipeline project.

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

C. BOARD ACTION

1. Resolution No. 2025 - 08 - A Resolution Approving a Contract to Buy and Sell Real Estate by and between the Town of Windsor Colorado, a Home Rule Municipality, and Mayflower Acquisitions, LLC, a Colorado Limited Liability Company, for the Sale and Acquisition of Real Property, Water Rights and Water Stock for the Purposes of Acquiring and Adding Open Space within the Town.

In the fall of 2022, Windsor voters approved a 1/4 cent sales tax to fund the acquisition of open space from willing land owners with the following goals in mind:

- Ensuring acquired open space land will remain undeveloped and lessen the impact of residential housing growth, thereby reducing community impacts such as traffic, the cost of maintaining roads, sewer, stormwater and acquiring and treating water.
- Enable the town to develop and maintain open space that will increase public recreation opportunities.
- Obtain, manage and preserve working farms and community separators that will keep Windsor unique from neighboring cities and towns.
- Promote and perpetuate open space that conserves valuable wildlife habitats, protects the environment and creates green spaces and waterfront access to lakes, streams, and the Cache la Poudre River.

With that in mind staff has been actively engaged with landowners discussing acquisitions that would meet these goals and enable the Town to make strides toward meeting our strategic goal of acquiring at least 1,290 acres of open space. In November, 2024 staff met with the Mayor and Board to discuss the possible acquisition of a property that meets each of the aforementioned goals. The Board directed staff to proceed toward a purchase & sale contract as discussed in executive session.

Town Board Member Hallett moved to approve Resolution No. 2025-08, Town Board Member Symsack seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

a. Windsor Police December 2024 Statistics

b. 2025 Strategic Plan Key Performance Indicators Report

Attached are the Town's Key Performance Indicators for January 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 month's data reflects December of 2024 information.

1. Strategic Growth:

The highlighted KPI for this month is Open Space Acres Acquired. While this number remains at zero, staff is actively seeking land acquisition opportunities and we soon hope to see this number change significantly in the coming months.

2. Vital Infrastructure:

I am highlighting Flow Capacity at the WWTP as well as the BOD Loading Capacity. As you can see we finished the year at 2.4MGD. and pushed our permitted loading capacity. We finished the year at 90%, meaning we are quickly approaching plant capacity and the timing of the current headworks project as well as the design of the liquids expansion underway are occurring at the right time.

3. Vibrant and Healthy Economy:

The highlighted KPI for this month is the Average Daily Rate of traffic vs estimated Daily Capacity. In December 2024, you can see that there was very little excess capacity at the Main and 7th street intersection. When monitoring these numbers you will notice that they fluctuate throughout the year depending upon factors that influence traffic flow patterns. Factors can include things such as construction projects, times of

year or growth of a community, destinations, etc.

3. Communications from Town Manager

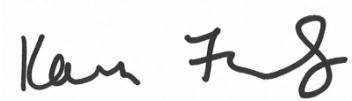
Per Mr. Hale, recognized and expressed gratitude to the Public Works and Parks team for their work on the snow storm over the weekend and also to the staff working on the open space acquisition that was approved tonight.

4. Communications from Town Board

E. ADJOURN

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

Upon a motion duly made, the meeting was adjourned at 7:26 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is fluid and cursive, with the first name "Karen" and the last name "Frawley" clearly distinguishable.

Karen Frawley, Town Clerk