



TOWN BOARD WORK SESSION

March 24, 2025 - 5:30 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. Roadway Safety Action Plan (VZ) Updates - S. Pearson, Transportation Engineer
2. Dig Smart Policy - E. Lucas, Deputy Town Manager
3. Future Meetings Agenda

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: March 24, 2025
To: Mayor and Town Board
From: Scott Pearson, Civil Engineer III
Re: Roadway Safety Action Plan (VZ) Updates - S. Pearson, Transportation Engineer
Item #: 1.

Background / Discussion:

Since July 2022, Town staff have been working on developing a Roadway Safety Program that is data-driven. We previously provided an overview of FHWA Safe Streets and Roads for All (SS4A) goals, crash data analysis, and intersection crash patterns. A draft Roadway Safety Action Plan will be introduced as we work towards adopting the plan to achieve Vision Zero.

Financial Impact:

None at this time

Relationship to Strategic Plan:

Safe Infrastructure

Recommendation:

CC:

Attachments:



MEMORANDUM

Date: March 24, 2025
To: Mayor and Town Board
From: Eric Lucas, Deputy Town Manager
Omar Herrera, Deputy Director of Engineering
Kim Mihm, Deputy Town Attorney
Re: Dig Smart Policy - E. Lucas, Deputy Town Manager
Item #: 2.

Background / Discussion:

In November 2024, staff presented on Dig Once and the need to develop a standardized policy that updated regulations, ensured a smooth permit process, and enhanced and protected our right of way. While the effort was on our radar, it became more pressing due to multiple requests from broadband fiber companies wanting to come to Windsor.

Staff took the feedback from that work session and developed what we are calling a Dig Smart Policy along with a revised master license agreement that we will review with the Board. If the Board likes the improved process and policy, we will begin working with broadband companies to permit the applications and increase fiber in Windsor. While there is more work to do in terms of future code changes for consideration, we believe we are in a good place in terms of allowing fiber to begin work in our right of way.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

Provide staff feedback

CC:

Attachments:



FUTURE TOWN BOARD MEETINGS

March 31, 2025	Canceled – 5 th Monday
April 7, 2025	Canceled – 1 st Monday
April 14, 2025 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Office of Emergency Management Overview Digital Accessibility Update Water Supply Update
April 14, 2025 7:00 p.m.	Town Board Regular Meeting
April 21, 2025 5:30 p.m.	Town Board Work Session Downtown Master Plan Kodak Open Space/CYO Discussion ALA / CYO National Archery in Schools WDA Undergrounding Update and Funding Request
April 28, 2025 5:00 p.m.	Town Board Work Session Arbor Day Poster Contest Recognition (5 – 5:30) Metro District Discussion for Service Plans and Finance
April 28, 2025 7:00 p.m.	Town Board Regular Meeting
May 5, 2025 5:30 p.m.	Town Board Work Session P3 Discussion Joint PC/TB – Comprehensive Town Updates Downtown Brush Recycling Discussion
May 12, 2025 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Windsor High School Student Presentation Museum Strategic Plan
May 12, 2025 6:45 p.m.	Kern Board Meeting
May 12, 2025 7:00 p.m.	Town Board Regular Meeting
May 19, 2025 5:30 p.m.	Town Board Work Session Sustainable Windsor Update Sales Tax Split Discussion Proposed SAFEbuilt stormwater inspection services fee increases

May 26, 2025	Canceled – Memorial Holiday
June 2, 2025	Canceled – 1 st Monday
June 9, 2025 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Windsor Housing Authority Update
June 9, 2025 7:00 p.m.	Town Board Regular Meeting
June 16, 2025 5:30 p.m.	Town Board Work Session Sex Offender Ordinance Discussion Barking Dogs Ordinance Discussion Traffic Offenses Fees Ordinance Discussion
June 23, 2025 5:30 p.m.	Town Board Work Session
June 23, 2025 7:00 p.m.	Town Board Regular Meeting
June 30, 2025	Canceled – 5 th Monday

Future Work Session Topics

- Wildland Resiliency Code presentation - sometime in July
- Sammy's Law – schedule with Dr. Jones