



Town Board Regular Meeting

March 10, 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 7:11 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
Dean Moyer, Finance Director
Leif Lesoing, Water Resource Manager
McKenzie Paine, Communications Manager
Ben Stephens, IT Analyst II
Kyra McKinley, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Cline asked Town Board Member Jones 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 written, 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.

4. Proclamations

a. Proclamation Honoring the State Champion Windsor High School Girls Cheer Team

Mayor Cline read the proclamation aloud.

5. Board Liaison Reports

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

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

Mayor Pro Tem Steinbach reported that he was unable to attend the Housing Authority meeting and Mayor Cline will provide the update.

Town Board Member Jones - Historic Preservation Commission, Tree Board

Town Board Member Jones reported that the Historic Preservation Commission meeting was canceled due to a conference.

Town Board Member Jones reported that the Tree Board selected the Arbor Day poster contest winners.

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

Town Board Member Peltz reported that the Clearview Library Board selected a Library Board Trustee alternate to fill a vacancy.

Town Board Member Peltz reported that the Great Western Trail Authority completed work on historical signs with the Eaton Historical Society and the Weld County Historical Society that will be installed along the Eaton part of the path. The Great Western Trail race through Run.Windsor will take place on April 19th which goes from Windsor start to Eaton. The Authority also reported they had a successful meeting with Windsor, Severance, and Eaton Town Managers and Parks and Rec departments regarding each jurisdictions financial support of the trail.

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

Town Board Member Symsack reported that the Parks, Recreation and Culture Advisory Board, Chris Bates from the Windsor Arts Commission, shared public arts programs, including kids' classes and community poetry readings. Efforts continue to make art more community-based and secure funding for local talent, including Art Live initiatives. Nick Mask was elected as vice chair and Vanessa Brousard was reelected chair of the board. The Jody Bliss installation should take place soon, as early as next month, and received an update on the Eaton and Dickey farmhouse in which the barn is no longer leaning, received new red paint, and the farmhouse is looking at completion sometime the end of this month.

Town Board Member Symsack reported that the Windsor Arts Commission discussed David Moore's visit to the Rec Center to view the potential site for the Rec Center signage. There will be design around the existing fire equipment. There is a potential joint art exhibition that was also in discussion with the Windsor Downtown Alliance, which is something the Arts Commission has been looking forward to.

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

Town Board Member Klimek reported that the Chamber of Commerce focused on growth and retention and manufacturing partnerships.

Town Board Member Klimek reported that the Water and Sewer Board has not met since the last provided update.

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

Town Board Member Hallett reported that the Planning Commission had a meeting last week when there was originally four items on the agenda. Two of the items we pushed to another meeting on the request of the applicant.

Town Board Member Hallett reported that the RE-4 School District has not met since the last provided update.

Town Board Member Hallett reported that the Windsor Downtown Alliance will be hosting Champagne on Main on April 26th, and the Hearth will have dueling pianos on July 12th. The alliance is reviewing a letter of intent for the 4th Street property. The undergrounding for the power lines in the back lots property is on schedule.

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 is going through the semi-annual review for the Executive Director, there are some RFQs out for some ADA sidewalk construction at the Signature Bluffs area. The authority took a tour of the Duran project along the Poudre River Trail.

Mayor Cline reported that the I-25 Coalition announced that the Colorado I-25 and Colorado State Highway 7 mobility hub groundbreaking. There was a presentation by Nextphase Engineering on Harmony Road and I-25. The coalition provided a legislative update regarding House Bill 24-1247 in which a possible lodging tax increase proposed that will go from 2% to 6%.

Mayor Cline reported that the North Front Range MPO selected a new representative for the Front Range passenger rail district board. It was reported that federal funds for CDOT were cut by \$100 million dollars.

Mayor Cline reported that the US34 Coalition has not met since the last provided update.

NoCo34 TMO is still working on getting more members to sign up to be a part of the TMO. The City of Greeley provided a presentation on mobility and transportation projects. The TMO is looking for fun facts about Windsor or Northern Colorado to be included in a social media shoutout.

Mayor Cline reported that the Windsor Housing Authority reviewed financial and reported on the residential survey results. The Authority is working on its 2025 goals and reported that the Jacoby Meadows project is on time.

6. 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 February 24, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval the meeting minutes.

2. Resolution No. 2025-12 - A Resolution Declaring the Applicability of Certain Provisions of the 2024 International Fire Code and the 2024 International Fire Code Standards for Those Portions of the Town Within the Boundaries of the Windsor-Severance Fire Protection District - D. Money, Town Attorney

On February 12, 2025, the Windsor Severance Fire Protection District ("Fire District") Board of Directors approved the adoption of the 2024 International Fire Code ("IFC"), with certain changes and amendments that the Fire District found would best serve those within their District.

On February 24, 2025, the Fire District presented its adopted Resolution and proposed amendments to the Windsor Town Board at a duly noticed work session.

Pursuant to the Colorado Revised Statutes (C.R.S.) Sec. 32-1-1002(1)(d): A fire protection district has the power "to adopt and enforce fire codes, as the board deems necessary, but no such code shall apply within any municipality or the unincorporated portion of any county unless the governing body of the municipality or county, as the case may be, adopts a resolution stating that the code or specific portions thereof shall be applicable within the fire protection district's boundaries...."

The Fire District requests that the Town Board approve their adoption and changes through the attached Resolution of the Town Board.

3. Report of Bills - February 2025 - D. Moyer, Director of Finance

Town Board Member Hallett moved to approve the consent calendar as presented, Town Board member Peltz 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. 2025-13 - A Resolution Approving and Accepting the Town of Windsor Water Efficiency Plan - L. Lesoing, Water Resource Manager

The Town of Windsor is required to have a Water Efficiency Plan since the Town sells more than 2,000 acre-feet of water in a year. The updated Water Efficiency Plan is ready to be approved and sent to Colorado Water Conservation Board (CWCB). There was a public comment period from December 9, 2024 to February 10, 2025. The Town received a comment that the term "Xeriscaping", "Xeriscape" should no longer be used. Staff replaced the term with Colorado Water Wise Landscapes. The plan will need to be updated in 2034.

Town Board Member Hallett moved to approve Resolution No. 2025-13, Town Board Member Klimek 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.

2. Motion for the Charter Review Ad Hoc Committee Members to Proceed with its Review of the Town of Windsor Home Rule Charter - S. Hale, Town Manager

Following the successful approval of all charter amendments in the special election held in February, staff is seeking approval from the Board to reconvene the Charter Review Ad Hoc Committee for up to three meetings. The Committee will continue its work on any additional charter recommendations to be presented to the Board for consideration in the next regular election. The outstanding items for review include updating Article 1 (Definitions), removing unnecessary language in Article 3, and reviewing provisions related to executive sessions, affidavit of publications, as well as recusal and the duty to disclose.

Town Board Member Hallett moved to for the Charter Review Ad Hoc Committee Members to proceed with its review of the home rule charter, 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.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

a. Strategic Plan Key Performance Indicators, February 2025

Attached are the Town's Key Performance Indicators for February 2025. 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.

1. Strategic Growth:

The highlighted KPI for this month is Part 1 Crimes. This number is lower when compared to the same period in the previous year. Continuing to indicate that Windsor remains an overall safe community.

2. Vital Infrastructure:

I am highlighting the Pavement Quality Index which was recently updated and is at 84.7%. This number moved upwards and is indicative of the additional capital dollars that are being allocated for road maintenance.

3. Vibrant and Healthy Economy:

The highlighted KPI for this month is Visitors to Special Events. While it was a 2024 event (Windsor Wonderland), this is a great example of how special events can impact a location within a community.

The chart shows all Saturdays in November and December and, due to the event, we saw 2,200 people visit Boardwalk Park on that specific day in December. No doubt some of these attendees spent money in our downtown and associated businesses because of the event.

3. Communications from Town Manager

a. Monthly Board Report - Focus Area Updates

1. Strategic Growth

Increase attainable housing by 10% for those who work in Windsor so they can live in Windsor (5.83% completed)

Three firms were selected for interviews for the Attainable Housing Plan. All three firms were interviewed on 2/21/25. Matrix Solutions was chosen to complete the plan.

2. Sustainable Infrastructure

Complete 90% plans/design of SH392 west of Colorado Blvd to Highland Meadows Pkwy (30% completed)

The design is 60% complete. Obtaining funding remains the biggest roadblock to this project. Staff continues to move forward with the design in hopes of making the project shovel-ready and competitive for future funding opportunities. In January, staff submitted for the BUILD/RAISE Grant. We are requesting the maximum grant request amount of \$25 million. Right now, the total construction costs are estimated at \$38.5 million.

3. Vibrant and Healthy Economy

Attract diverse and unique restaurants throughout Windsor (61.50% completed)

- Staff is working with Ptarmigan, Greenspire, and East Pointe developers on attractions and leads. Staff met with the owners of High Hops and the distillery/greenhouse about development/marketing plans for a 5-acre site on the north side of their property. Staff is working with King Soopers on their expanded plan and the desire for additional retail space to be used for a restaurant.
- Staff is preparing for the 2025 ICSC (**International Council of Shopping Centers**) conference in May with the help of a consultant to help identify leads. Staff continues to work with our developers to understand their available sites and gather marketing material for outreach and promotion.

Per Mr. Hale, the closing on the open space has been moved tentatively to March 31st.

4. Communications from Town Board

Per Mayor Cline, Aims Community College will be holding a groundbreaking for their Innovation Center at 2:00 on Thursday, March 13th at the Greeley campus. Coffee with the Mayor will be held on Friday, March 14th at the Recreation Center at 10:00 a.m.

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 Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 7:51 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