



Town Board Regular Meeting

April 14, 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 7:03 p.m.

1. Roll Call

Present:

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

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Eric Lucas, Deputy Town Manager
Dean Moyer, Finance Director
Karl Gannon, Budget Analyst
Omar Herrera, Engineering Director
Kim Mihm, Deputy Town Attorney
Ben Bodiker, Visual Media Supervisor
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Cline asked Town Board Member Klimek 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 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.

4. Presentation

a. Windsor Charter Academy Invention Challenge Presentations

b. Clearview Library Board Director Introduction - Erica Rose, Library Director

5. Proclamations

a. Arbor Day

Mayor Cline read the proclamation aloud.

6. 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 reviewed the 2024 and 2025 awards program, which is being reviewed to streamline the program for those organizations who are reapplying for grants and the process is proving to be cumbersome. The Council reviewed the annual report, and one thing of focus is to provide more data on what our role is since we are a small part of Larimer County. There were seven thousand visits to the center and an estimated one hundred and fifty-two visits were from Windsor residents. A copy of the annual report can be located [here](#).

Mayor Pro Tem Steinbach reported that the Windsor Housing Authority spent most of the meeting reviewing its 2023 audit where the auditor recommended that the Housing Authority have more reserves on hand. The Authority provided an update on the Jacoby Meadows project stating there has been a delay with windows, but they have passed the midpoint of construction and used less than half of the contingency funds, so they should still be on track and under budget.

Town Board Member Jones - Historic Preservation Commission, Tree Board

Town Board Member Jones reported that the Historic Preservation Commission is preparing for Historic Preservation Month in May and is continuing to work on its historic preservation toolkit which will assist people get through the application process.

Town Board Member Jones reported that the Tree Board is preparing to celebrate Arbor Day on Friday with celebrations at both Grandview Elementary and Orchard Hill Elementary.

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

Town Board Member Peltz reported that the Clearview Library Board has reported that the usage is still going strong, and the summer adventure program is going to start June 2nd. The library is hiring, and open positions can be viewed at clearviewlibrary.org.

Town Board Member Peltz reported that the Great Western Trail Authority's big event will be held on April 19th, which is the Great Western Trail race in conjunction with Run.Windsor.

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 provided an informative tour of the collections facility which included an explanation of the entire workflow process. The museum has received several notable museum acquisitions, which were placed into the collection last week, including an engraved silver tea and coffee set from the Great Western Sugar Factory, books from the 1890s, and a unique gravestone from the Dickey family. The turf renovation project is in process and robotic mowers are being trained. The Main Park playground replacement is scheduled to begin by month's end. The Treasure Island volunteer kickoff was a huge success with fifty

participants. The Dicky and Eaton house renovations will be completed in the coming weeks.

Town Board Member Symsack reported that the Windsor Arts Commission heard a presentation from the Windsor Downtown Alliance regarding an Art under the Stars project they would like to collaborate with the arts commission on.

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

Town Board Member Klimek reported that the Chamber of Commerce is preparing for its Spring Awards luncheon, which will be held on April 25th at 11:00 a.m. The Chamber also reported that it is searching for someone to fill a part-time position to help man the front desk.

Town Board Member Klimek reported that the Water and Sewer Board reviewed the water supply outlook that Town Board reviewed during tonight's work session. Some members of the board and staff attended the NISP workshop.

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

Town Board Member Hallett reported that the Planning Commission has not met since the last provided update.

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

Town Board Member Hallett reported that the Windsor Downtown Alliance will be hosting the Champagne on Main on April 26th from 11:00 a.m. to 3:00 p.m.

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 hired an event planner for the Party on the Poudre fundraiser. The Authority also selected a concrete provider who will provide an ADA sidewalk by the Granary at the Signature Bluffs area. Run. Windsor has made a request to hold a one-hundred-mile race on the trail, but the authority has not decided yet.

Mayor Cline reported that the I-25 Coalition held a visioning meeting for the future of I25 in Northern Colorado and advocacy that can be done.

Mayor Cline reported that the North Front Range MPO reviewed air quality report and received an update on the Front Range passenger rail project.

Mayor Cline reported that the US34 Coalition and NoCo34 TMO reviewed the outreach it has been doing and is currently looking for more board members.

7. Public Invited to be Heard

Mayor Cline opened the meeting up for public comment.

Lyn Tausan from 2161 44th Avenue in Greeley addressed the board regarding Constitution Week.

B. CONSENT CALENDAR

1. Approval of the March 24, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approve the meeting minutes.

2. Resolution No. 2025-15 - A Resolution Approving and Adopting the 2025 Right of Way Permit Fee Schedule, for the Town of Windsor, Colorado - O. Herrera, Director of Engineering

This memorandum is submitted for your review and consideration of the resolution proposing adoption of the 2025 Right of Way Permit Fee Schedule for the Town of Windsor.

As the Town continues to experience growth and development, there has been a corresponding increase in the number of requests for work within Town Rights of Way. In order to effectively manage this demand and protect the integrity of Town infrastructure, staff has prepared an updated fee schedule intended to more accurately reflect the actual costs associated with the processing, administration, and inspection of right of way permit applications. The last fee schedule for these items was adopted in 1992.

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

Town Board Member Hallett moved to approve the consent calendar 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, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

C. BOARD ACTION

1. Ordinance No. 2025-1717 - An Ordinance Opting Out of the Requirements Set Forth in Senate Bill 24-131 Concerning Firearms in Sensitive Spaces, and Amending the Town of Windsor Municipal Code by the Adoption of a New Section 10-4-230 to Permit the Carrying of Firearms in the Town of Windsor Town Hall

SB 24-131 prohibits a person from knowingly carrying a firearm, both openly and concealed, in the following government buildings, including their adjacent parking areas:

- State legislative buildings, including buildings at which the offices of elected members are located;
- A building of a local government's governing body, including buildings at which the offices of elected members or the chief executive officer of a local government are located (local government buildings); and
- A courthouse or other building used for court proceedings.

A local government *may* enact an ordinance or resolution (opting out of this bill) regulating who can carry a firearm in government buildings and on government property. The Board discussed the attached Ordinance at the March 17th Work Session and wishes to present it tonight for consideration. There have been no changes to the ordinance since the first reading.

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

Town Board Member Hallett moved to approve Ordinance No. 2025-1717, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas -

Julie Cline, Brian Jones, Rick Klimek, Jason Hallett; Nays - Ron Steinbach, Lainie Peltz, Ken Symsack; Motion Passed.

2. Resolution No. 2025- 16 A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Town of Windsor, Colorado for 2024

Town Board Member Hallett moved to approved Resolution No. 2025-16, 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.

3. Resolution 2025-17 - A Resolution to Approve the Second Amendment to the December 11, 2000 Intergovernmental Agreement between the Town of Windsor and the Town of Severance, Regarding the Tax Share Agreement and Design Standards as they Pertain to Economic Development for a Specific Parcel in the Cooperative Planning Area

On December 11, 2000 the Town of Windsor and Town of Severance entered into an Intergovernmental Agreement regarding development along a defined corridor lying on the north and south sides of State Highway 392 between Weld County Road 19 and Weld County Road 23, called the Cooperative Planning Area (“CPA”). In this agreement, Windsor and Severance agreed upon the planning and design guidelines and standards of the CPA Main Street Corridor Plan, and agreed to a tax revenue sharing formula that reads, “It is understood and agreed that all sales, use and property tax revenues collected by each of the municipalities within the CPA shall be shared and distributed between the municipalities, two-thirds (2/3) to the collecting municipality and one-third (1/3) to the other municipality.”

Town Board Member Hallett moved to approve Resolution No. 2025-17, 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
3. Communications from Town Manager

a. Monthly Board Report - Focus Area Updates

1. Strategic Growth

Acquire 1,290 acres of open space to ensure Windsor maintains its identity and quality of life (33.20% completed)

The Town acquired 300 acres of open space on March 31st, completing the first acquisition following the voter-approved sales tax for open space. At 300 acres, this acquisition also puts the Town on its 5-year goal for this purpose, meaning that we are currently slightly ahead of schedule. Finally, this acquisition borders the town's

north campus, so we anticipate a lot of synergy between these large tracts, and community benefits in the foreseeable future.

2. Sustainable Infrastructure

Implement roadway safety improvements annually within the allocated budget (1% completed)

Transportation Engineering compiled a list of citizen inquiries through 2024 which will be starting locations for identifying possible roadway safety improvements in 2025. Staff is also working on the Vision Zero Roadway Safety Action Plan to identify additional roadway safety improvements.

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 preparing for the 2025 ICSC (International Council of Shopping Centers) conference in May with the help of a consultant to identify leads. Staff is working with our developers to understand their available sites and gather marketing material for outreach and promotion.

Per Mr. Hale, Wednesday night will be the next Charter Review Ad Hoc Committee meeting.

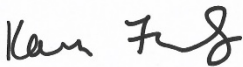
4. Communications from Town Board

Mayor Cline asked Officer Shumar to provide a report of the Polar Plunge. Office Shumar reported that the Polar Plunge raised \$106,198.00 and Windsor was awarded the highest fundraising law enforcement agency which raised \$7,197.00.

E. ADJOURN

Town Board Member Hallett 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, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 8:40 p.m.



Karen Frawley, Town Clerk