



## TOWN BOARD REGULAR MEETING

June 9, 2025 - 7:00 PM

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

To view Town Board meeting broadcasts, visit  
[www.windsorgov.com/MeetingsOnDemand](http://www.windsorgov.com/MeetingsOnDemand).

### AGENDA

#### A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
4. Proclamations
  - a. Men's Health Week
5. Presentations
  - a. Presentation of SAFEbuilt Scholarship to Windsor High School Senior Madilynn Romme
  - b. Administration of Oath of Office for new Police Officers: Jonathan Ogawa, Jay Kim, Joel Peters, Brian Bagnall
6. Board Liaison Reports
  - Mayor Pro Tem Steinbach - Larimer County Behavioral Health Policy Council, Windsor Housing Authority
  - Town Board Member Jones - Historic Preservation Commission, Tree Board
  - Town Board Member Peltz - Clearview Library Board, Great Western Trail Authority
  - Town Board Member Symsack – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission
  - Town Board Member Klimek - Chamber of Commerce, Water and Sewer Board
  - Town Board Member Hallett - Planning Commission, RE-4 School District, Windsor Downtown Alliance
  - Mayor Cline - Poudre River Trail Corridor Authority, I-25 Coalition, North Front Range MPO, US34 Coalition & NoCo34 TMO

#### 7. Public Invited to be Heard

*Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Town Board.*

*Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.*

*The Town Board will not respond to any questions or comments made by the public during this section of the meeting, though it will take all input under advisement. If requesting a response from the Town, please leave your contact information with the Town Clerk. The Town Manager or other appropriate staff member will reach out after the meeting to address specific questions or concerns when appropriate.*

#### B. CONSENT CALENDAR

1. Approval of the May 12, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
2. Board and Commission Appointments - K. Frawley, Town Clerk
3. Resolution 2025-23 - A Resolution Approving a Grant of Utility Easement within Eastman Park from the Town of Windsor, Colorado to the Public Service Company of Colorado - D. Roth, Civil Engineer IV
4. Resolution 2025-24 - A Resolution Approving and Adopting the Intergovernmental Agreement between the Weld Re-4 School District and the Town of Windsor for the School Resource Officer Program for the 2025-2026 School Year - S. Garrison, Chief of Police
5. Resolution 2025-25 - A Resolution Approving a Contract with the State of Colorado Department of Human Services to Receive Grant Funding for the North Weld County Co-Responder Program - A. Lopez, Police Commander
6. Resolution 2025-26 - A Resolution Vacating a Portion of a 66-Foot Drainage, Utility, Access and Emergency Access Easement in the Water Valley South Subdivision, 24th Filing, Lot 1 within the Town of Windsor, Colorado - K. Lambrecht, Long Range Planner
7. Resolution No. 2025-27 - A Resolution Vacating a Portion of a Utility Easement in the Water Valley South Subdivision, 24th Filing, Lot 1 within the Town of Windsor, Colorado - K. Lambrecht, Long Range Planner
8. Report of Bills May 2025 - D. Moyer, Director of Finance

#### C. BOARD ACTION

1. Public Hearing - An Ordinance Amending the Town of Windsor Municipal Code Concerning Accessory Dwelling Units and Short-Term Rentals - Planning Department
  - Quasi-judicial action
  - Staff presentation: Sandra Mezzetti, Senior Planner
2. Ordinance 2025-1719 - An Ordinance Amending the Windsor Municipal Code by Updating Chapter 14 Article V and Chapter 16 Article III, Concerning Accessory Dwelling Units and Short-Term Rentals
  - First Reading
  - Legislative
  - Staff presentation: Sandra Mezzetti, Senior Planner
3. Resolution No. 2025-28 - A Resolution by the Windsor Town Board Approving the Town of Windsor's 2025 Downtown Parking Management Plan
  - Legislative action
  - Staff presentation: Scott Ballstadt, Planning Director
4. Resolution 2025-29 - A Resolution Approving and Adopting Expedited Review Policies for Affordable Housing Relating to Proposition 123
  - Legislative action

- Staff presentation: Sandra Mezzetti, Senior Planner
- 5. Ordinance No. 2024-1720 - An Ordinance Extending The Temporary Moratorium on the Submission, Acceptance, Processing, and Approval of Applications for the Establishment of a Business that Cultivates, Processes, or Dispenses Natural Medicine and the Establishment of Any Business, Occupation, or Operation for Healing Centers
  - First Reading
  - Legislative action
  - Staff presentation: Dan Money, Town Attorney

#### D. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff
  - a. Windsor Police April 2025 Statistics
  - b. Financial report - February 2025
  - c. Financial Report - March 2025
3. Communications from Town Manager
  - a. Monthly Board Report - Focus Area Updates
4. Communications from Town Board

#### E. EXECUTIVE SESSION

1. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(e)(I) for the Purposes of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators Concerning Economic Development Opportunities and Incentives (Evan Wendlandt, Economic Development Director)

#### F. ADJOURN

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.