



Town Board Regular Meeting

September 22, 2025 - 7:00 PM

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

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MINUTES

A. CALL TO ORDER

The Town Board Regular Meeting was called to order by Mayor Julie Cline on Monday, September 22, 2025, at 7:00 pm.

1. Roll Call

Present:

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

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Eric Lucas, Deputy Town Manager
Scott Ballstadt, Planning Director
Kim Mihm, Deputy Town Attorney
Kurt Clow, Police Commander
Stephen Garrison, Police Chief
Dean Moyer, Finance Director
Ben Bodiker, Creative Services 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

Mayor Cline asked if there were any additions to the agenda. Seeing none, she requested a motion to approve the agenda as written.

Town Board Member Hallett moved to approve the agenda as written, 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 unanimously.

4. Public Invited to be Heard

Mayor Cline opened the floor for public comments. No members of the public signed up to speak.

B. CONSENT CALENDAR

1. Approval of the September 8, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval of the meeting minutes.

Mayor Cline asked if there were any questions regarding the consent calendar. Hearing none, she called for a motion.

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 unanimously.

C. BOARD ACTION

1. Public Hearing - Ordinance No. 2025-1727 - An Ordinance Amending the Town of Windsor Code by Adding Sections 16-4-40 and 16-5-70 to Address the Zoning of Natural Medicine Healing Centers and Natural Medicine Businesses in the Town of Windsor, Colorado

Mayor Cline opened the public hearing for Ordinance No. 2025-1727. The presentation was provided by Kim Mihm, Deputy Town Attorney, and Scott Ballstadt, Planning Director.

Kim Mihm explained that the Town Board had previously discussed zoning aspects at the July 21st work session. He outlined that the draft ordinance followed the direction from that work session, which included:

- Allowing healing centers to be located in the general commercial zone
- Natural medicine businesses would be allowed in the heavy industrial zone
- Distance restrictions of 1,000 feet from child care centers, preschools, elementary, middle, junior high, and high schools
- Time restrictions for both healing centers and businesses from 7 AM to 7 PM, Monday through Saturday

Mr. Ballstadt reported that the Planning Commission had held a public hearing the previous week with no public comments received. He noted that one Planning Commission member had expressed strong feelings against allowing these types of businesses in Windsor at all. The Planning Commission recommendation was 4-2 in favor of approving the ordinance.

Mayor Pro Tem Steinbach inquired about the moratorium, and Ms. Mihm confirmed that if the Town did not act, natural medicine businesses would be allowed anywhere without restrictions, unless the moratorium was extended again. Ms. Mihm noted that the second reading would be on October 13th but clarified that the "pending ordinance doctrine" would provide legal protection in the interim.

Mayor Cline opened the floor for public comment, but no one came forward to speak. Mayor Cline closed the public hearing.

2. Ordinance No. 2025-1727 - An Ordinance Amending the Town of Windsor Code by Adding Sections 16-4-40 and 16-5-70 to Address the Zoning of Natural Medicine Healing Centers and Natural Medicine Businesses in the Town of Windsor, Colorado

Please see materials included under public hearing item.

Following the public hearing, Mayor Cline called for a motion on the ordinance.

Town Board Member Hallett moved to approve Ordinance No. 2025-1727, 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 unanimously.

3. Ordinance No. 2025-1725 - An Ordinance Amending Chapter 10 of the Windsor Municipal Code, Creating Article XIV to Address Regulations for Garage Sales

Kim Mihm stated that this was the second reading of the ordinance regarding garage sale regulations. She noted that there had been previous discussions with the Mayor, and no questions had arisen from those conversations.

Mayor Cline opened the floor for public comment, but no one came forward to speak.

Town Board Member Hallett moved to approve Ordinance No. 2025-1725, 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 unanimously.

4. Ordinance No. 2025-1726 - An Ordinance Adding Article XIII to Chapter 10 of the Windsor Municipal Code Regarding Residential Setbacks For Registered Sex Offenders

Mayor Cline noted this was the second reading of the ordinance regarding residential setbacks for registered sex offenders. Commander Clow was present for the staff presentation.

Board Member Symsack took the opportunity to explain his vote on this matter, stating he wanted to clarify his position since his vote might have caught some by surprise. He expressed concern that the ordinance could inadvertently affect the children of registered sex offenders who already face significant challenges. He explained that he had researched studies and found that evidence suggests these restrictions either do nothing to reduce recidivism or potentially make things worse.

Board Member Symsack emphasized that he was not trying to change anyone's vote or delay the process but wanted to ensure that data would be collected to evaluate whether the ordinance achieves its intended purpose. He stated his belief that responsible government should be prepared to reassess the ordinance if it creates more problems than it solves or makes no difference at all.

Mayor Cline opened the floor for public comment, but no one came forward to speak.

Town Board Member Hallett moved to approve Ordinance No. 2025-1726, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - Ken Symsack; Motion Passed 6-1.

D. COMMUNICATIONS

1. Communications from Town Attorney

There were no communications from the Town Attorney.

2. Communications from Town Staff

- a. Strategic Plan Key Performance Indicators for August 2025

Attached are the Town's Key Performance Indicators for August 2025. Every month, we 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 per 1,000 Population. This month's number is 5.64, up slightly from the same time last year. Given a nominal increase, there is no cause for concern as the overall number remains low and continues to indicate a safe community.

2. Vital Infrastructure: The highlighted KPI for this month is Total Capital Expense by Category. As you can see, the open-space land purchase (Mayflower), skewed the overall capital spending given that the expense was unplanned. The second-largest expense is sewer (WWTP Headworks), followed closely by water, park improvements, buildings and street improvements. Each of which represents the direction of the Town Board in the 2025 capital budget as well as key strategic plan initiatives.

3. Vibrant & Healthy Economy: The highlighted KPI for this month is Sales Tax for both the Town overall and within the WDA. As you can see, sales tax in Q2 exceeds Q2 in 2024 in the WDA and is similar to 2023. For the Town overall, we are slightly ahead of both 2023 and 2024 when comparing sales tax generated in Q2. Indicating a local economy that is consistent with the past two years and aligning with budget predictions.

b. Monthly Police Statistical Report - August 2025

c. Financial Report - July 2025

No specific communications were noted from Town Staff regarding the agenda items: Strategic Plan Key Performance Indicators for August 2025, Monthly Police Statistical Report - August 2025, or Financial Report - July 2025.

3. Communications from Town Manager

There were no communications from the Town Manager.

4. Communications from Town Board

Board Member Hallett commended both Windsor and Severance Police Departments, as well as the school district, for their prompt and effective response to a school lockdown incident the previous week. He noted that within minutes of the event, the schools were locked down and personnel were responding. Although it turned out to be someone conducting target practice, he praised the swift action taken to ensure everyone's safety.

Mayor Cline congratulated the Windsor High School football team for their victory, noting that she would not have to wear a Severance team jersey for the meeting. She mentioned that the Severance Town Board would be wearing Windsor High School jerseys for their meeting the following night due to the outcome of the game.

The Mayor also highlighted several upcoming community events:

- Night at the Museum on September 27th featuring a real-life clue game
- Paranormal Windsor events at the Eaton House and Vickie House in mid-October

- Twilight Cemetery tours starting in October
- Fall cleanup days on October 10th and 11th
- A new leaf recycling program

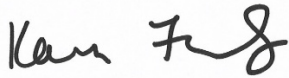
She also mentioned the recent ribbon cutting for the new Community Development Center, which is housed in the repurposed police station and contains planning, water, and engineering departments.

Town Board Member Peltz added that the volunteer program would be cleaning up Poudre Heights Park that Saturday.

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 unanimously.

Upon A Motion Duly Made, The Meeting Was Adjourned At 7:22 P.M.

A handwritten signature in black ink, appearing to read "Karen Frawley".

Karen Frawley, Town Clerk