



TOWN BOARD REGULAR MEETING

November 24, 2025 - 7:00 PM

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

To view Town Board meeting broadcasts, visit
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. Small Business Saturday
5. Board Liaison Reports
 - Mayor Pro Tem Steinbach - Larimer County Behavioral Health Policy Council, Windsor Housing Authority
 - Town Board Member Jones - Chamber of Commerce, 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 - Poudre River Trail Corridor Authority, Water and Sewer Board
 - Town Board Member Hallett - Planning Commission, RE-4 School District, Historic Preservation Commission
 - Mayor Cline - Windsor Downtown Alliance, I-25 Coalition, North Front Range MPO, US34 Coalition & NoCo34 TMO

6. 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 November 10, 2025 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
2. Resolution No. 2025-57 - A Resolution Pursuant to Section 8.1 of the Windsor Home Rule Charter Reaffirming the Appointment of Shane Hale as Windsor Town Manager and Affirming Modifications to his Terms of Employment
3. Resolution No. 2025-58 - A Resolution Pursuant to Section 9.1 of the Windsor Home Rule Charter Reaffirming the Appointment of Daniel L. Money as Windsor Town Attorney and Affirming Modifications to his Terms of Employment
4. Resolution No. 2025-66 - A Resolution Reappointing Amy C. Penfold as the Windsor Town Prosecutor Pursuant to the Town of Windsor Home Rule Charter - D. Money, Town Attorney

C. BOARD ACTION

1. Ordinance No. 2025-1734 - An Ordinance Amending Chapter 19 of the Town of Windsor, Colorado Municipal Code Regarding Metropolitan District Mill Levy Imposition Terms
 - Second Reading
 - Legislative action
 - Staff presentation: Dan Money, Town Attorney
2. Ordinance No. 2025-1730 Amending Chapter 15 of the Windsor Municipal Code Adjusting the Standards for Landscaping in Developed Areas in the Town of Windsor, Colorado
 - Second Reading
 - Legislative action
 - Staff presentation: Kelsey Robertson, Senior Planner
3. Ordinance No. 2025-1731 - An Ordinance Amending Chapter 15 of the Windsor Municipal Code Establishing Permitting Procedures for Electric Vehicle Charging Systems in the Town of Windsor, Colorado
 - Second Reading
 - Legislative action
 - Staff presentation: Kimberly Lambrecht, Long Range Planner
4. Ordinance No. 2025-1732 - An Ordinance Repealing Certain Articles Of Chapter 18 Of The Windsor Municipal Code And Adopting By Reference The International Building Code, 2024 Edition, The International Residential Code, 2024 Edition, The International Fuel Gas Code, 2024 Edition, The International Plumbing Code, 2024 Edition, The International Mechanical Code, 2024 Edition, The International Existing Building Code, 2024 Edition, The International Property Maintenance Code, 2024 Edition, The International Swimming Pool And Spa Code, 2024 Edition, And The International Energy Conservation Code, 2024 Edition, Promulgated By The International Code Council
 - Second Reading
 - Legislative action
 - Staff presentation: Scott Ballstadt, Director of Planning
5. Ordinance No. 2025-1733 - An Ordinance Referring to the Voters Amendments to Article I Section 1.35, Article II Section 2.3, Article III Sections 3.1(E) and (F), Article IV Section 4.5 (C) and 4.10(A)(8), Article V Section 5.3 of the Town of Windsor Home Rule Charter
 - Second Reading
 - Legislative action

- Staff presentation: Dan Money, Town Attorney
6. Public Hearing for the Town Of Windsor 2026 Budget
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 7. Resolution No. 2025-59 - A Resolution Summarizing Expenditures and Revenues for each Fund, and Adopting a Budget for the Town of Windsor, Colorado, for the Calendar Year Beginning on January 1, 2026, and Ending on December 31, 2026, and Appropriating Sums of Money to the Various Funds and Spending Agencies, In the Amount and for the Purpose as Set Forth Below for the 2026 Budget Year.
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 8. Resolution No. 2025-60 - A Resolution Levying General Property Taxes for Larimer County for the Taxable Year 2025 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2026 Budget Year
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 9. Resolution No. 2025-61 - A Resolution Levying General Property Taxes for Weld County for the Taxable Year 2025 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2026 Budget Year
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 10. Resolution No. 2025-62 - A Resolution Approving The 2026 Windsor Downtown Development Authority Budget; Making Annual Appropriations For The Windsor Downtown Authority For The Fiscal Year Ending December 31, 2026; And Fixing The Mill Levy For The Windsor Downtown Authority District For The Fiscal Year Ending December 31, 2026
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 11. Resolution No. 2025-63- A Resolution Establishing Rates for Town of Windsor Water Service Customers and Authorizing the Implementation of Such Rates
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 12. Resolution No. 2025-64 A Resolution Establishing Rates for Town of Windsor Sanitary Sewer Service Customers and Authorizing the Implementation of Such Rates
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 13. Ordinance No. 2025-1735 An Ordinance Establishing Rates for Town of Windsor Storm Drainage Customers and Authorizing the Implementation of Such Rates
 - First Reading
 - Legislative action
 - Staff presentation: Dean Moyer, Finance Director
 14. Ordinance No. 2025-1736 - An Ordinance Fixing the Compensation of the Municipal Court Judge and Municipal Court Clerk for the Town of Windsor in Compliance with Section 2-4-90 of the Windsor Municipal Code

- First Reading
- Legislative action
- Staff presentation- Dan Money, Town Attorney

D. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff
 - a. Police Statistical Report - October 2025
3. Communications from Town Manager
4. Communications from Town Board

E. EXECUTIVE SESSION

1. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(b) and (E)(I) for a Conference with an Attorney for the Town Board to Receive Legal Advice on Specific Legal Questions and for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators Concerning Litigation with the City of Greeley (Dan Money, Town Attorney)

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.