



Town Board Regular Meeting

January 26, 2026 - 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 7:00 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
Kim Lambrecht, Long Range Planner
Sandra Mezzetti, Senior Planner
Dean Moyer, Finance Director
Rece Lampe, Digital Media Supervisor
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Cline asked Town Board Member Peltz 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 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.

4. Public Invited to be Heard

Jen Petrik of Windsor inquired about the lack of playground equipment at Jacoby Farms and whether there were possibilities to add playground equipment there.

Conrad Salinas of Windsor reported graffiti on what appeared to be an abandoned silo outside his property in Ptarmigan. He inquired if the city could remove the graffiti. It was noted that this was not within the town's jurisdiction.

B. CONSENT CALENDAR

1. Approval of the January 12, 2026 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval of the meeting minutes.

2. Resolution No. 2026-05 - A Resolution Approving and Ratifying the Memorandum of Understanding Concerning Participation in the Weld County Special Weapons and Tactics Team - S. Garrison, Police Chief

The attached Memorandum of Understanding is simply a continuation of our

participation in the Weld County Special Weapons and Tactics Team (SWAT). There are no new requirements from last year. The Town dedicates two (2) officers to the program.

3. Resolution No. 2026-06 - A Resolution by the Town Board of the Town of Windsor, Colorado, Approving the Assignment of a License Agreement for Use of Municipally-Owned Right-of-Way from Dark Comms, LLC to Smiling J, LLC, DBA Hilltop Broadband - D. Money, Town Attorney

In 2011, the Town entered into a license agreement with Dark Comms, LLC, permitting Dark Comms to install dark fiber in municipally-owned right-of-way. Dark Comms now wishes to sell their assets and to assign the license agreement to Smiling J, LLC, dba Hilltop Broadband. In order to assign the license, the agreement states that assignment shall be done by Town Board Resolution, and that such assignment shall not be unreasonably withheld.

Dark Comms requests that this Town Board approve the assignment.

4. Resolution No. 2026-07 - A Resolution Approving the Intergovernmental Agreement with the City of Greeley Regarding Victims Assistance Services - S. Garrison, Police Chief

In 2023, the Windsor Police Department, Greeley Police Department (Greeley) and several other agencies entered into an Intergovernmental Agreement (IGA) whereby Greeley provided victim services to each individual agency. The last IGA expired on December 31, 2025. This new IGA is required to continue the collaboration.

The difference between last years IGA and this one is that due to staffing issues, the Greeley Victim Advocates no longer respond to unattended deaths except in extraordinary circumstances, which allows them to dedicate more time to statutorily required cases. Therefore, Greeley adjusted their formula to remove those cases, but also simultaneously conducted a compensation survey on the victim advocate role and found they were paying their advocates significantly lower than comparable positions around the state. This has also been adjusted, in the formula they use for the cost-sharing equation. However, late last year, Greeley was informed that their grant funding awarded for 2026 came in 38% lower than anticipated, resulting in a deficit of \$81,000.00 for the program's operational budget. In response to this shortfall, Greeley has committed to paying \$41,000.00, seeking the remaining 12 partner agencies to cover the rest.

Windsor's share is 26%, which would have resulted in our participation amount of \$37,711.00. Now, Windsor's contribution amount, pursuant to this shortfall, will now be a total of \$48,036, which is an increase of \$10,325. This was budgeted for 2026.

Town Board Member Hallett moved to approve the consent calendar 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.

C. BOARD ACTION

1. Ordinance No. 2026-1738 - An Ordinance Approving a Rezone of Approximately 40 Acres Within the Weld RE-4 School District From Single Family One and General Commercial to Recreation and Open Lands - Michael McCullar, Chief Operating Officer, Weld RE-4 School District (Owner); Megan Walter, Principal, Sunny Civil (Applicant's Representative).

Long Range Planner Kim Lambrecht presented the second reading of Ordinance No. 2026-1738. She noted that nothing had changed from the first reading and reminded the Board that the recommendation was to approve the ordinance as written.

Mayor Cline opened the public comment period, but no members of the public came forward to speak on this item.

Town Board Member Hallett moved to approve Ordinance No. 2026-1738, 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. Ordinance No. 2026-1739- An Ordinance by the Town of Windsor, Colorado, Amending Chapters 14, 15, and 16, Reinstating and Adjusting the Land Use Codes — Planning, Community Development Department

Senior Planner Sandra Mezzetti presented the second reading of Ordinance No. 2026-1739. She noted that nothing had changed since the first reading of the ordinance on January 12, 2026, and the recommendation remained to approve the ordinance.

Mayor Cline opened the public comment period, but no members of the public came forward to speak on this item.

Town Board Member Hallett moved to approve Ordinance No. 2026-1739, 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.

D. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff
 - a. Financial Report - November 2025 - D. Moyer, Director of Finance
 - b. Strategic Plan Key Performance Indicators January 2026

Finance Director Moyer also reported on building permits, noting that in November 2025, 361 single-family home permits were issued compared to 457 permits in November 2024. While this represents a decrease, the director emphasized that 361 permits still represents significant development activity compared to other municipalities.

Property taxes had been mostly collected through November, and operation expenditures were where they should be. The director mentioned that capital expenditures had gone over in some areas, as he had reported in previous months, and

that he would be presenting a supplemental appropriation in the next couple of months.

Deputy Town Manager Eric Lucas presented the January 2026 Strategic Plan Key Performance Indicators. He explained that this month's report was a summary of the end-of-year results for 2025, with a few exceptions for data that was still being finalized, such as sales tax figures.

3. Communications from Town Manager

Town Manager Shane Hale informed the Board that staff was following up on a concern raised at the previous meeting by Ms. Myers regarding public parking and vehicles in the right-of-way. The matter had been referred to the Police Chief, who was reviewing town codes, statutes, and case law to determine if any changes were appropriate. A police supervisor had also been sent to meet with Ms. Myers to better understand her specific concerns and see if there were any immediate enforcement issues to address.

4. Communications from Town Board

Mayor Cline reported on her attendance at Windsor High School's event celebrating the cheerleading team's state championship win. She noted this was the cheerleaders' second consecutive state championship and the fourth back-to-back state championship win by any Windsor High School team. The Mayor mentioned that the cheerleaders would be honored at the February 23 Town Board meeting and would also be recognized by the Weld County Commissioners and the school board.

Mayor Cline also shared that she had spoken with a congresswoman at the cheerleader assembly who informed her that Windsor had received \$500,000 in federal transportation grant funding for a roundabout. The Mayor noted that while the town had applied for \$5 million, the \$500,000 award was still welcome news, and a press release was expected to be issued soon.

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 adjourned at 7:17 p.m.

Karen Frawley, Town Clerk