



WATER AND SEWER BOARD REGULAR MEETING

March 11, 2026 - 7:30 AM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Public Invited to be Heard
4. Introduction of Alternate Board Member Jose Valdes

B. BOARD ACTION

1. Approval of 2.11.26 Water and Sewer Board Regular Board Meeting Minutes
2. Adopt activities mission statement for Water and Sewer Board

C. COMMUNICATIONS

1. Drought Management Plan
2. Updates from Town Staff
 - Town Board Work Session
 - Spring Water Users Meeting April
 - Coffee with the Mayor March 13
3. Update from Town Board Liaison
4. Updates from Water and Sewer Board Members

D. 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.



MEMORANDUM

Date: March 11, 2026
To: Water and Sewer Board Members
From: Katrina Haley, Administrative Assistant
Re: Approval of 2.11.26 Water and Sewer Board Regular Board Meeting Minutes
Item #: B.1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

Approve 2.11.2026 Water and Sewer Board Regular Board Meeting Minutes

CC:

Attachments:

1. 02.11.26 Water and Sewer Board Regular Meeting Minutes - DRAFT



Water and Sewer Board Regular Meeting

February 11, 2026 - 7:30 AM
Poudre Conference Room,
200 N. 11th Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

CHAIRPERSON G. BIELAWSKI CALLED THE MEETING TO ORDER AT 7:30 AM.

1. Roll Call

Present: Greg Bielawski, Chairperson
Gale McGaha Miller, Vice Chairperson
Janene Willey, Secretary
Milt Tokunaga
Milton Geiger
Alan 'Scotty' MacGregor
Darell Zimbelman

Absent: Karen Jacobsen, Alternate

Also Present: Charwon Walter, Utility Supervisor
Jim Wielebnicki, Water Systems Superintendent
John Thornhill, Director of Community Development
Leif Lesoing, Water Resource Manager
Katrina Haley, Water Resource Technician

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

No modifications to the February 11, 2026, Water and Sewer Board Regular Meeting Agenda were requested.

3. Public Invited to be Heard

One member of the public was in attendance, Steve Southard. Mr. Southard shared that he is a Windsor resident living in the Water Valley area, and attended the meeting to observe.

B. CONSENT CALENDAR

No applicable agenda items.

C. BOARD ACTION

1. Approval of the 01.14.2026 Water and Sewer Board Regular Meeting Minutes

Water and Sewer Board Member McGaha Miller Moved to Approve the January 14, 2026, Water and Sewer Board Regular Meeting Minutes. Water and Sewer Board Member MacGregor Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Janene Willey, Gale McGaha Miller, Milt Tokunaga, Milton Geiger, Scotty MacGregor, Darell Zimbelman; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Water and Sewer Board

a. Continuation of Discussion Regarding the Water and Sewer Board's Role, Responsibility, and Activities for 2026

i. Review of the Water and Sewer Board's Webpage on the Town Website

1. Board members reviewed the information currently posted on the Town's website, as well as the proposed changes drafted. Board members to incorporate input from this Meeting and continue discussion and potential approval of updated website information at the following Water and Sewer Board Regular Meeting.

ii. Development of Water and Sewer Board Talking Points

1. Chairperson G. Bielawski and Board members continued discussion regarding the importance of developing a set of talking points for Board members to reference when at public events. Water efficiency and drought management efforts, and utility rates were identified by the Board as the primary topics of focus. Chairperson G. Bielawski assigned Board members to research various topics, and share their progress at the next Water and Sewer Board Regular Meeting, as follows;

- Water Efficiency and Drought Management: J. Willey
- New Development and Water: J. Willey
- Costs of Utilities at time of Building Permit: M. Geiger
- Utility Rates: M. Geiger
- What Makes Up a Utility Bill: M. Geiger
- Potable vs Non-Potable Water: G. McGaha Miller
- Water Utility Providers in Windsor: K. Jacobsen
- Northern Integrated Supply Project (NISP): K. Jacobsen
- Colorado Water Law/Water Rights/Prior Appropriation: D. Zimbelman
- History of Northern Colorado Water: D. Zimbelman
- Stormwater and Sewer Systems: S. MacGregor

iii. Identify Public Outreach Opportunities

1. Board members continued discussion regarding potential public outreach opportunities. Vice Chairperson G. McGaha Miller shared ideas for outreach, including the Windsor Farmers Market, Harvest Festival, Coffee with the Mayor, meeting with Homeowners Associations (HOAs) and Metro Districts, groups like Sustainable Windsor and the Optimus Club, educational events at local schools, and Pub or Coffee House talks.

2. Communications from Town Board Liaison

No communications from Town Board Liaison; Town Board Liaison R. Klimeck was unable to attend the February 11, 2026, Water and Sewer Board Regular Meeting.

3. Communications from Staff

a. Upcoming Events

- i. Poudre River Forum - March 6, 2026
- ii. Northern Water 101 Workshops - February 18, 2026, March 18, 2026, and April 15, 2026
- iii. Upcoming Term Expirations and Advisory Board Application Process

E. ADJOURN

Water and Sewer Board Member McGaha Miller Moved to Adjourn. Water and Sewer Board Member Willey Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Janene Willey, Gale McGaha Miller, Milt Tokunaga, Milton Geiger, Scotty Macgregor, Darell Zimbelman; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G. BIELAWSKI AT 8:53 AM.



Katrina Haley
Water Resource Technician



MEMORANDUM

Date: March 11, 2026
To: Water and Sewer Board Members
From: Leif Lesoing, Water Resource Admin
Re: Drought Management Plan
Item #: C.1.

Background / Discussion:

Town staff will present to Town Board on March 16, an update on the Drought Management Plan.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments: