Town Board Regular Meeting

March 23, 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 Mihm, Deputy Town Attorney Carlin Malone, Planning Manager Sandra Mezzetti, Senior Planner John Thornhill, Community Development Director Kurt Clow, Police Commander Scott Ballstadt, Planning Director Dean Moyer, Finance Director Scott Pearson, Transportation Engineer McKenzie Paine, Communications Manager Karen Frawley, Town Clerk

2. Pledge of Allegiance

   Mayor Cline asked Mayor Pro Tem Steinbach 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 Symsack 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. Proclamations

   a. Honoring State Champion Windsor High School Wrestler Robert Kendall

   b. Colorectal Cancer Awareness Month

c. Endometriosis Awareness Month

Mayor Cline read each proclamation aloud.

5. Outside Agency Report

a. Windsor Severance Fire Rescue Impact Fee Presentation - Chris Angermuller, Fire Chief - Windsor Severance Fire Rescue

Fire Chief Chris Angermuller and Fire Marshal Sandra Friedrichsen presented a follow-up on the impact fee discussion. Chief Angermuller reported that they had conducted a second open house with seven attendees, which was well-received and ended on a positive note with better connection to the developer community.

Fire Marshal Friedrichsen explained that state law requires local governments to collect impact fees for fire districts through intergovernmental agreements, though a 2024 bill now allows fire districts to collect fees themselves. The fire district prefers to continue the existing arrangement with the Town of Windsor for efficiency. Friedrichsen clarified that the Town Board only approves the collection of fees, while the Fire Board determines the actual fee amounts, which were approved by their board in November.

Friedrichsen presented an updated comparison chart showing how Windsor Severance Fire Rescue's proposed fees compare to other districts, noting that while each district is different, their fees remain competitive. The Town of Severance had already approved continuing to collect the fees on March 10th.

Mayor Cline appreciated the follow-up meeting and the increased developer engagement, understanding that while no one likes cost increases, developers recognized the necessity.

6. Public Invited to be Heard

Mayor Cline opened the meeting for public comment, to which there was none.

B. CONSENT CALENDAR

1. Approval of the March 9, 2026 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approve the meeting minutes.

2. Resolution No. 2026-15 - A Resolution Accepting a Permanent Drainage and Utility Easement Agreement Between GWIP, LLC and the Town of Windsor within the Great Western Industrial Park Subdivision, 13th Filing - D. Blair, Civil Engineer III

The attached resolution grants a drainage easement to convey runoff around Lot 3 in Great Western Industrial Park 13th Filing through a drainage channel. The resolution includes the legal description and exhibit identifying the location of the proposed easement for Board review and consideration.

3. Resolution No. 2026-16 - A Resolution Accepting a Permanent Drainage Easement Agreement, a Deed Of Dedication for Right of Way, and Two (2) Temporary Construction Easements Between Raindance Development, LLC and the Town of Windsor Concerning the Colorado Boulevard and Crossroads Boulevard Roundabout Project - Scott Pearson, Transportation Engineer

Engineering has been working to acquire right-of-way (ROW) and easements necessary to build the roundabout intersection improvements at Colorado Blvd & Crossroads Blvd. The parcels included in this agenda item will secure ROW, permanent drainage and temporary construction easements from the NE corner property owner. Once this corner is finalized, Engineering will be able to get CDOT's review and approval to advertise the project for construction.

4. Resolution No. 2026-17 - A Resolution Approving and Accepting the Statement of Grant Award for the Internet Crimes Against Children Task Force Program - K. Clow, Police Commander

   The Internet Crimes Against Children (ICAC) Task Force is a federally funded and coordinated project dedicating law enforcement efforts to combat online exploitation of children, particularly in the area of Child Sexual Abuse Material (CSAM). Each state has an ICAC Task Force that manages the program at the state level and coordinates local agency participation. The Windsor Police Department has participated in ICAC for many years and has become more active in the last three years with two detectives conducting investigations and one detective providing support with digital forensics. Last year, detectives investigated approximately 20 cases with suspects in the jurisdiction of the Windsor Police Department.

   Town Board Member Hallett moved to approve the consent calendar as written, 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.

C. BOARD ACTION

1. Public Hearing - Resolution 2026-13 - Approving the Windsor Industrial Park Final Major Subdivision Plat (King Soopers Marketplace) - Dillon Companies LLC, owner; Nathan Abbott, Galloway & Company LLC, applicant

   Town Board Member Hallett stated "Mayor Cline, for the record, I would like to point out that in my capacity as Town Board liaison to the Planning Commission, I was present at the Planning Commission meeting during which this matter was previously presented. I wish to state that my participation in the Planning Commission proceeding has in no way influenced me in my capacity as a Town Board member this evening. I will make my decision and cast my vote this evening based solely on the evidence presented during this public hearing."

   Planning Manager Carlin Malone presented the staff report for the 46-acre subdivision creating 13 lots, one drainage tract, and public right-of-way including Pagosa Drive. The project includes significant infrastructure improvements and is consistent with the comprehensive plan. The Planning Commission forwarded a recommendation of approval.

   Nathan Abbott with Galloway & Company presented for the applicant, thanking town staff for their responsiveness over two years of collaboration. Abbott explained how the project meets all seven approval criteria for major subdivisions, highlighting substantial infrastructure improvements including traffic signals, roadway expansions, and utility enhancements. He noted significant changes from the original 2024 concept plan, including rotating the store to face south and adding access points to minimize traffic through Sundance Drive.

Town Board Member Lainie Peltz questioned the stormwater management system, particularly the size of the collection basin relative to the development size. Abbott explained that the detention pond is sized to handle both the current development and future development west of Pagosa Drive, covering almost 3.5 acres. He clarified that FEMA had approved the conditional letter of map revision in September, and a second process would be required after construction.

Mayor Cline asked about the elevation changes needed to remove the site from the floodplain. Abbott estimated approximately 10-12 feet of fill would be required, with civil engineer Phil Roth confirming an average of 8-9 feet above base flood elevation for the King Soopers location.

Regarding the CDOT request to reduce speed limits from 45 to 35 mph on State Highway 392, Abbott confirmed they had received conditional approval from CDOT for this change.

Mayor Cline opened the hearing for public comment, Chris Ruff representing East Point subdivision expressed full support for the development, appreciating the addition of Pagosa Drive and conversion to a full movement intersection.

2. Resolution 2026-13 - Approving the Windsor Industrial Park Final Major Subdivision Plat (King Soopers Marketplace) - Dillon Companies LLC, owner; Nathan Abbott, Galloway & Company LLC, applicant

   Town Board Member Hallett moved to approve Resolution No. 2026-13, 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.

3. Public Hearing - Resolution 2026-18 - Approving the Overland 368 Subdivision Final Major Subdivision - Overland 368 LLC, Zada Steidle, owner; Chad Ellington, applicant, Peak Development Group; Shelley LaMastra, applicant's representative, RVi Planning + Landscaping

   Senior Planner Sandra Mezzetti presented the 173-acre subdivision creating 498 residential lots with four development phases. The project includes 20 acres of internal roadways, 49 acres of landscape open space and parks, and regional drainage facilities. Primary access is via North 15th Street, with three pocket parks, one central park, and future development parcels for multifamily housing and commercial use.

   The development includes diverse housing types: duplexes, townhomes, and two sizes of single-family homes. Mezzetti highlighted the 10-foot multimodal trail along the drainage canal, creating a buffer between the railroad and residential units, plus pedestrian connections throughout the site.

   Applicant representative from Peak Development Group provided additional details on the phased development, noting that units along the drainage canal face interior courtyards rather than the canal itself. The development includes alley-loaded townhomes and duplexes with front porches facing streets or shared courtyards. Three uniquely designed pocket parks will serve different demographics: active recreation, toddler-focused amenities, and exercise equipment.

The central park will feature a large hill slide approximately 16 feet high, nature-based playground equipment, and a large turf area for sports activities. The development provides 264 available parking spaces, which is 72 spaces above code requirements.

Town Board Member Rick Klimek inquired about County Road 70 alignment and speed limits, expressing concerns about residential backing up to high-speed roads similar to issues on Jacoby Road. Staff clarified that the road would be designed as an urban collector with lower speeds, and the school site would incorporate appropriate traffic calming measures when developed.

Mayor Pro Tem Ron Steinbach asked about cottage homes availability. Developer Chad Ellington explained they are not proposing specific cottage homes but have townhomes and various lot sizes to provide different price points and housing options.

Mayor Cline asked about detention areas counting as open space. The applicant explained that detention ponds meet code requirements for landscaping and irrigation to function as amenities rather than just functional infrastructure.

Mayor Cline opened the hearing for public comment, to which there was none.

4. Resolution No. 2026-18 - A Resolution Approving a Final Major Subdivision, Overland 368 Subdivision; Overland 368 LLC, Zada Steidl, owner; Chad Ellington, applicant, Peak Development Group; Shelley LaMastra, applicant's representative, RVi Planning + Landscape

   Town Board Member Hallett moved to approval of Resolution No. 2026-18, 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.

5. Ordinance No. 2026-1743 - An Ordinance Approving the First Amendment to the Consolidated Service Plan for Overland Metropolitan District Nos. 1-6 and the First Amendment to the Intergovernmental Agreement Between the Town of Windsor, Colorado and Overland Metropolitan District Nos. 1-6

   Town Attorney Dan Money explained this ordinance would amend the service plan for Overland Metro Districts 1-6 to extend debt issuance terms from 30 to 40 years (consistent with town code) and allow Special Improvement Districts as a financing tool. This request mirrors a similar approval for Prairie Song districts. The SID functions as a bridge loan paid off before individual homeowners take ownership, ensuring no property tax burden on end users.

   Special counsel for metro districts confirmed the amendments are consistent with the Special District Act and town code.

   Town Board Member Hallett moved to approve Ordinance No. 2026-1743, 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.

6. Resolution No. 2026-19 - A Resolution Authorizing the Use of Special Improvement Districts by Overland Metropolitan District Nos. 1-6

   The Town Board approved the Consolidated Service Plan for Overland Metropolitan District Nos. 1-6 (the “Districts”) on August 8, 2022 (the “Service Plan”).

Section VI.L. of the Service Plan provides that, "[t]he Districts are not authorized to establish a special improvement district without the prior approval of the Town Board," and the Service Plan is silent on levying assessments, other than through Capital Improvements Fees. In addition, Section V.A.13 prohibits the Districts from levying "assessments that might otherwise be authorized to be imposed and collected pursuant to a CCRs."

The Districts have requested authorization from the Town Board to create one or more special improvement districts ("SIDs"), to issue corresponding special assessment bonds as a bridge financing mechanism, and to levy special assessments in connection therewith that shall not be the responsibility of any future residents or residential or commercial owners after vertical development (defined as "End Users" under the Service Plan). Such request requires approval by the Town Board pursuant to Sec. VI.L of the Service Plan.

The proposed action is a Resolution that would authorize the Districts to establish Special Improvement Districts and issue associated special assessments, with limitations for protection of future End Users.

Town Board Member Hallett moved to approve Resolution No. 2026-19, 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.

7. <u>Ordinance No. 2026-1744 Adopting the 2025 Colorado Wildfire Resiliency Code and Corresponding Map and Revising the Windsor Municipal Code Accordingly</u>

Planning Director Scott Ballstadt explained that Senate Bill 23-166 established wildfire resiliency requirements for designated areas. The state-created map identifies moderate and high-risk areas in Windsor, primarily affecting Steeplechase, some arroyos, and Bootlegger Heights neighborhoods. Property owners in these areas must follow wildfire resiliency codes when building new structures.

The ordinance adopts the state code and map by reference. Staff will collaborate with the fire district on public education and outreach, with property owners responsible for maintaining compliance. The building permit process will identify properties in designated areas through the state mapping system.

Fire Marshal Sandy Peterson committed to leading educational materials and public outreach efforts, working with the Community Risk Reduction Network for statewide coordination. The fire district will conduct community meetings and work with HOAs to inform residents about requirements.

Town Board Member Lainie Peltz asked about outreach to current homeowners regarding landscaping compliance, not just new construction. Peterson confirmed they would provide comprehensive education about defensible spacing and property preparation.

Mayor Pro Tem Steinbach confirmed that most affected Windsor areas are in moderate (yellow) rather than high (red) risk categories. Town Board Member Jason Hallett asked about available incentives, with staff noting the town's tree replacement program for water utility customers and uncertainty about insurance implications. Town Board Member Peltz appreciated the acknowledgment that this is not a mandate and the inclusion of severability clauses in the ordinance.

Town Board Member Hallett moved to approve Ordinance No. 2026-1744, 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.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

a. Major Site Plan- Greenspire Subdivision 8th Filing Lot 1 - Murphy USA - K. Lutsch, Senior Planner

The applicant, Murphy Oil USA, Inc., and Owner, Lot Holding Investments, LLC have submitted a Major Site Plan for Greenspire Subdivision 8th Filing, Lot 1. The subject property is located at the northeast corner of Highway 392 and Greenspire Drive. The property was originally master planned and zoned in 2005.

The property is zoned General Commercial and is surrounded by the following zoning and land uses (See **Zoning Map**):

North, East, & West: General Commercial

South: Recreation & Open Lands

This project consists of the construction of a new 2,824 SF convenience store (Murphy USA), fueling station, and associated parking lot on an existing vacant lot of 1.01 acres. The project is proposing to provide 15 parking stalls and 8 fuel islands (16 fueling points).

b. Police Statistical Report - Feb 2026

3. Communications from Town Manager

4. Communications from Town Board

Town Board Member Peltz congratulated Commander Clow and the police department for receiving the Internet Crimes Against Children Task Force Grant.

Mayor Cline announced several upcoming events: representing the town in the All Stars Unified Basketball game Friday night at 7 PM at the high school, reading to children at American Legacy Academy, participating in Windsor High School's "Wizards on Fire" podcast with hot wing challenges, and appearing as a guest on Pirate Radio 93.5 between 1-2 PM on Wednesday. She encouraged residents to submit their ballots and contact the clerk's office if needed.

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 Water.

Town Board Member Hallett moved to enter 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 water, 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.

Town Board entered into an executive session at 9:18 p.m.

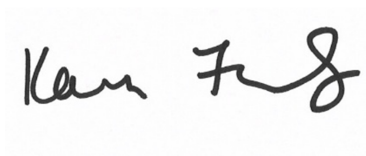
Upon a motion duly made, the executive session was closed and the Town Board returned to the regular meeting at 10:26 p.m.

Upon returning to the regular meeting, Mayor Cline advised that if any participants in the executive session believed the session contained any substantial discussion of any matters not included in the motion to convene the executive session, or believed any improper action occurred during the session in violation of the open meetings law; such concerns should now be stated. Hearing none, the regular meeting resumed at 10:26 p.m.

F. ADJOURN

Town Board Member Hallett moved to adjourn, 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.

Upon a motion duly made, the meeting was adjourned at 10:27 p.m.



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Karen Frawley, Town Clerk