



## Town Board Special Meeting

May 18, 2026 - 5:30 PM

Kyger Room, 200 N. 11th Street, Windsor, CO 80550  
Enter through the Northwest doors at the back of the building

To watch the Town Board

Meeting: <https://teams.microsoft.com/meet/279821563977424?p=HHfEUaTfOD3TRqgLQp>

Meeting ID: 279 821 563 977 424

Passcode: yy6ya9Rk

## MINUTES

### A. CALL TO ORDER

Mayor Cline called the meeting to order at 5:31 p.m.

#### 1. Roll Call

Present: Mayor Julie Cline  
Mayor Pro Tem Hallett  
Ron Steinbach - Absent  
Brian Jones  
Lainie Peltz  
Ken Symsack  
Rick Klimek

Also Present: Shane Hale, Town Manager  
Dan Money, Town Attorney  
Kim Mihm, Deputy Town Attorney  
Tara Fotsch, Director of Parks, Recreation and Culture  
Jody Baker, Deputy Director of Parks, Recreation and Culture  
Kendra Martin, Operations and Facilities Manager  
Dean Moyer, Finance Director  
Stephen Garrison, Police Chief  
Rece Lampe, Digital Communications Supervisor  
Karen Frawley, Town Clerk

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

**Mayor Pro Tem 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, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.**

Mayor Cline asked Town Board Member Jones to lead the Pledge of Allegiance.

#### 3. Proclamations

##### a. National Police Week & National Peace Officer's Memorial Day

Mayor Cline read the proclamation recognizing May 15, 2026 as Peace Officers Memorial Day and May 11–16, 2026 as National Police Week, calling upon citizens of the Town of Windsor to commemorate law enforcement officers past and present and to display the

flag at half-staff on Peace Officers Memorial Day.

Police Chief Stephen Garrison addressed the Board and those in attendance, noting that in 2025, 111 police officers were killed in the line of duty nationally—a relatively lower figure than Chief Garrison has seen in his career, when fatalities have reached 200 to 300 in a single year. He emphasized, however, that assaults against police officers in 2025 exceeded 90,000, representing a ten-year high. Chief Garrison drew attention to the equal risks faced by Windsor officers, citing a recent local incident, and thanked the Board for recognizing the men and women of the Windsor Police Department and its professional staff.

## B. BOARD DISCUSSION

### 1. Elected Officials Training with Sam Light

Sam Light, Deputy Executive Director and General Counsel for the Colorado Intergovernmental Risk Sharing Agency (CIRSA), presented the elected officials training. CIRSA is a publicly owned self-insurance entity exclusively serving Colorado cities and towns, insuring approximately 90 percent of municipalities statewide. Mr. Light structured his presentation around several core risk management themes relevant to elected officials.

### 2. Windsor Police Department Records Management System (RMS) Modernization - Margo Josephs, Leadline

Police Chief Stephen Garrison introduced the item, describing the Records Management System (RMS) modernization project as a collaborative, thorough, and time-intensive effort involving the police department across all divisions, the IT department, the clerk's office, and outside project manager Margaret Josephs of Leadline. Chief Garrison invited Ms. Josephs and Police Commander Aaron Lopez to present.

Overview and Need. Ms. Josephs explained that the RMS system functions as the central nervous system of the police department, touching every aspect of operations from initial incident response through case creation, report writing, evidence management, investigation, records distribution, and case closure. She noted that 78 percent of Windsor Police Department staff use the RMS system multiple times daily. The department has operated on its current system—e-Force—for nearly 20 years. While functional, the system has been progressively modified and built upon over time, creating significant limitations for a growing and forward-thinking organization.

Board Member Rick Klimek inquired about the reduction in report writing time, integration with the CAD system, and the handling of no-report calls. Commander Lopez and Ms. Josephs confirmed that the CAD-to-RMS integration will populate case data from the outset, that no-report incidents will still be documented and available for crime mapping and analytics, and that the discovery integration with the District Attorney's office is pre-built into the Mark43 platform.

The Board expressed general support for the project, with Mayor Cline summarizing the consensus that proceeding to contract execution using existing funds was appropriate, with the 2027 implementation costs to be incorporated in the upcoming budget process.

### 3. Recreation Center Feasibility Study Update - T. Fotsch, Director of Parks, Recreation and Culture

Director of Parks, Recreation and Culture Tara Fotsch introduced the item and invited the project consultant, Daniel of RDG Planning & Design, to present the findings of the recreation

center feasibility study.

Existing Conditions and Rationale for a New Facility. The consultant noted that the existing recreation center, even with its expansion completed approximately ten years ago, has reached its functional and physical capacity. Parking constraints were identified as a primary limiting factor. Visitation and membership data showed extremely high current utilization, with a notable number of membership losses attributed to capacity constraints—a key indicator supporting consideration of a new facility.

Town Manager Hale advised the Board that, given uncertainty around whether the Weld County Fire District and the Poudre School District would also be placing questions before voters this November, the Board had previously indicated it did not wish to be a third measure on the November ballot. Given continued uncertainty regarding those districts' intentions, Town Manager Hale recommended proceeding with a statistically valid community survey through Magellan Strategies to gauge public support before committing to a ballot measure.

The Board expressed consensus support for proceeding with a community survey, with multiple members affirming it as the appropriate next step.

#### 4. Future Meetings Agenda

### C. BOARD ACTION

1. Resolution No. 2026-29 — A Resolution Amending, Approving and Consolidating Permits Pursuant to Chapter 8, Article VI of the Windsor Municipal Code for the Purpose of Allowing the Use of Golf Cars on Public Roadways, Certain Trails and Limited Sidewalks Within The Neighborhoods Known as Water Valley North, Water Valley South, Pelican Hills, Pelican Farms, and Raindance

The RainDance/Water Valley Metro Districts, on behalf of all the neighborhoods within those Districts, have petitioned (see attached letter) for an amendment to the Golf Car Path map (see Exhibit A), that indicates where golf cars and low speed electric vehicles ("LSEVs") may travel within the designated neighborhoods.

This has been reviewed by the police department and the engineering department. Neither department has any objection to the proposed new map.

This Resolution, if approved, would serve as the consolidated permit for all these neighborhoods, superseding and replacing the previously issued Resolutions/permits. The specific conditions that will apply to the operation of golf cars and LSEVs, in addition to any code requirements, are as follows:

The Petitioner has taken proactive steps to comply, and has marked golf car paths with a green striped line, and is actively posting the areas with the required signage. Additionally, the Petitioner will serve every resident with this Resolution and map, so that all residents will be aware of the requirements, limitations and authorized golf car trails, limited sidewalks and roadways.

**Mayor Pro Tem Hallett moved to approve Resolution No. 2026-29, Town Board Member Jones seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.**

**D. EXECUTIVE SESSION**

1. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(e)(I) for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators Concerning Potential Purchase of Open Space and Water

**Mayor Pro Tem Hallett moved to enter into an executive session pursuant to Colorado Revised Statutes Section 24-6-402 (4)(e)(I) for the purposes of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators concerning potential purchase of open space and water, Town Board Member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.**

The Town Board entered into an executive session at 8:04 p.m.

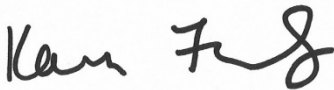
Upon a motion duly made, the executive session was closed and the Town Board returned to the special meeting at 8:34 p.m.

Upon returning to the special 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 special; meeting resumed at 8:40 p.m.

**E. ADJOURN**

**Mayor Pro Tem Hallett moved to adjourn, Town Board Member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.**

Upon a motion duly made, the meeting was adjourned at 8:36 p.m.



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Karen Frawley, Town Clerk