Town Board Regular Meeting
July 27, 2026 - 7:00 PM
Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

To view Town Board meeting broadcasts, visit
[www.windsorgov.com/MeetingsOnDemand.](http://www.windsorgov.com/MeetingsOnDemand)

MINUTES

A. CALL TO ORDER

Mayor Pro Tem Hallett called the meeting to order at 7:00 p.m.

1. Roll Call

Present:	Mayor Pro Tem Hallett Ron Steinbach Brian Jones - Virtual Lainie Peltz Ken Symsack Rick Klimek
Absent:	Mayor Julie Cline
Also Present:	Shane Hale, Town Manager Dan Money, Town Attorney Eric Lucas, Deputy Town Manager John Thornhill, Director of Community Development Tara Fotsch, Director of Parks, Recreation, and Culture Jody Baker, Deputy Director of Parks, Recreation, and Culture Kim Lambrecht, Long Range Planner Wade Willis, Trails and Open Space Manager Leif Lesoing, Water Resources Manager Dean Moyer, Finance Director Matt Kraus, Business Services Manager Rece Lampe, Digital Communications Supervisor Karen Frawley, Town Clerk

2. Pledge of Allegiance

   Mayor Pro Tem Hallett asked Town Board Member Klimek 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

   Mayor Pro Tem Hallett stated that staff has request items 2 and 3 under board action be continue to a date uncertain and removed from tonight's agenda.

   Town Board Member Klimek moved to approve agenda as amended by removing items C 2 and C 3 from the agenda, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Ron Steinbach, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

4. Public Invited to be Heard

   Carol McCune, Krista Duchardt, and Cody Banes all addressed the board with concerns regarding the proposed oil and gas drilling site near the Harmony area.

B. CONSENT CALENDAR

1. Approval of the July 13, 2026 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

2. Resolution No. 2026-42 - A Resolution Approving an Agreement between the Town of Windsor and the Northern Integrated Supply Project Water Activity Enterprise regarding Installation of a Steel Casing at the Intersection of Colorado Boulevard and Crossroads Boulevard - Scott Pearson, Transportation Engineer

   This Intergovernmental Agreement regarding the Roundabout and Roadway Improvements at the intersection of Crossroads Boulevard and Colorado Boulevard ("IGA") represents the agreement between Town of Windsor and the Northern Integrated Supply Project Water Activity Enterprise ("NISP Enterprise").

3. Resolution No. 2026-43 - A Resolution Approving the Grant of a Temporary Easement from the Town of Windsor to the Poudre Valley Rural Electric Association to serve Electrical Needs for the Construction of the Wastewater Treatment Plant Expansion - C. Claymore, Wastewater Treatment Plant Superintendent

   The Town is currently working on the Wastewater Treatment Plant ("WWTP") Liquids expansion project.

   Our contractor, Hensel Phelps, has contracted for electrical service with the Poudre Valley Rural Electric Association, ("PVREA"), and has requested that the Town grant a temporary easement, described in the Temporary Easement Legal Description, attached hereto and incorporated by reference herein as Exhibit A, to the PVREA for the installation and maintenance of electrical infrastructure, so they can have electricity serve their construction site, rather than having to use generators for their needs.

4. Resolution No. 2026-44 - A Resolution Appointing Avi Rocklin as Windsor Town Prosecutor Pursuant to the Town of Windsor Home Rule Charter, and Approving the Professional Services Agreement Between Avi Rocklin and the Town of Windsor - D. Money, Town Attorney

   The Town is in need of a contract prosecutor who will prepare for and attend the Windsor Municipal Court once a month. The Town intends to contract with Avi Rocklin for this service. The professional services agreement is attached.

   Town Board Member Symsack moved to approve the consent calendar as presented, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Ron Steinbach, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

C. BOARD ACTION

1. Resolution No. 2026-45 - A Resolution Approving a Contract by and between the Town of Windsor, Colorado, and Hermanns Family Holdings Corporation for the Sale and Acquisition of Real Property, Water Rights, and Water Shares for the Purposes of Acquiring and Adding Open Space within the Town

Open Space and Trails Manager Wade Willis presented Resolution No. 2026-45, describing a proposed acquisition of real property, water rights, and water shares from Hermanns Family Holdings Corporation. Open Space and Trails Manager Willis noted that the acquisition directly advances the community's Open Space and Trail Strategic Plan, which had recommended the addition of 1,290 acres in 2022 and was supported by a voter-approved tax measure.

The primary parcel encompasses approximately 61 acres and is situated along the Town's southern boundary adjacent to State Highway 257, immediately south of the existing Kodak Open Space. Manager Willis described the property as offering significant value in multiple categories identified in the strategic plan, including wildlife corridor preservation, wetland and riparian habitats, working farmland conservation, community separation, waterfront access, and reduced infrastructure obligations.

In addition to the principal parcel, two smaller sites are included in the transaction. One is a sub-acre property identified by Town museum staff as one of the original homesteads in the area, featuring an 1861 deed. The second is a two-acre parcel with river frontage, a historic barn, and a fully renovated 1980s-era home that staff has identified as a potential nature event and education center.

The total contract value for all properties is $6,200,000, structured as follows: $4,200,000 for the primary parcel, comprising $1,200,000 for approximately 70 acres of land and $3,000,000 for 9.5 water shares; and approximately $2,000,000 for the two smaller properties. Funding is proposed to be drawn from the Water Fund ($3,000,000 for the water shares) and the Park and Trail Improvement Fund ($3,200,000 for the land).

Town Board member Peltz moved to approve resolution number 2026-45 , Town Board Member Symsack seconded the motion. Roll call on the vote resulted as follows; Yeas - Ron Steinbach, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

2. Public Hearing Continuance - Request for an extension of a Conditional Use Permit (CUP) for Temporary Outdoor Storage of RVs/Boats in the Limited Industrial (LI) zone district - Falcon Point Subdivision 2nd Filing, Lot 1 (600 Gyrfalcon Court) - Tony Ollila (Uplift Development Group), Owner/Applicant.

   Planning Staff received a request for an extension of an approved Conditional Use Permit (CUP) at Uplift Self Storage (formerly known as Falcon Point Self Storage) for the temporary outdoor storage of RVs and Boats in the Limited Industrial (LI) zone district. After reviewing the request, Staff recommended that the Planning Commission forward a recommendation of approval of the extension of the CUP and the Planning Commission made that recommendation.

   However, after further review of the Municipal Code, it has been determined that the uses presented in the CUP are not specifically listed as a Conditional Use in the LI zone district. As such, Staff requests that the public hearing for the request for an extension of the CUP be continued indefinitely until such time that Staff can address the inconsistency in the Municipal Code.

3. Continuance - Request for an extension of a Conditional Use Permit (CUP) for Temporary Outdoor Storage of RVs/Boats in the Limited Industrial (LI) zone district - Falcon Point

Subdivision 2nd Filing, Lot 1 (600 Gyrfalcon Court) - Tony Ollila (Uplift Development Group), Owner/Applicant.

Please refer to the previous public hearing item for information.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

   a. Police statistical report - June 2026

   b. Financial Report March 2026

   c. Financial Report - April 2026

   d. Strategic Plan Key Performance Indicators June 2026

      Finance Director Dean Moyer reported that the 2025 audit report was filed with the state on the day of the meeting. Regarding the 2026 financial reports included in the Board packet, Finance Director Moyer focused his remarks on the April 2026 report, noting that the financial picture was consistent with the trajectory observed earlier in the year. Sales tax revenue was tracking slightly ahead of the prior year, approximately 5% above 2025 levels through April. Finance Director Moyer highlighted that April 2026 represented the strongest April for sales tax collections in the past ten years, with receipts exceeding $2,500,000.

      Deputy Town Manager Eric Lucas presented the Strategic Plan Key Performance Indicators report for June 2026. Board Member Ron Steinbach noted that at least one graph in the report contained data that had not been updated in over a year. Deputy Town Manager Lucas acknowledged the observation, explaining that several metrics in the report are updated only on an annual basis pending data availability from staff. He indicated that following the completion of the current strategic plan cycle, the intent would be to present those annual data points in a separate, dedicated update rather than within the recurring KPI report.

3. Communications from Town Manager

4. Communications from Town Board

   Town Board Member Klimek noted that the memorial service for former Board Member Don Thompson was held the previous day and that Mayor Pro Tem Hallett and himself attended on behalf of the Town.

E. EXECUTIVE SESSION

1. An Executive Session Pursuant to Colorado Revised Statues §24-6-402(4)(e)(I) for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations;

<u>Developing Strategy for Negotiations; and Instructing Negotiators Concerning a Potential Land Lease</u>

2. <u>An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(b) and (4)(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 Matters with the City of Greeley</u>

3. <u>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</u>

   Town Board Member Steinbach moved to enter into 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 a potential land lease; an executive session pursuant to Colorado Revised Statutes §24-6-402(4)(b) and (4)(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 matters with the City to Greeley; and 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, Town Board member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Ron Steinbach, Brian Jones, Lainie Peltz, Ken Symsack, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

   The Town Board entered into an executive sessions at 7:39 p.m.

   Upon a motion duly made, the executive sessions were closed and the Town Board returned to the regular meeting at 9:10 p.m.

   Upon returning to the regular meeting, Mayor Pro Tem Hallett 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 9:11 p.m.

F. ADJOURN

Town Board Member Peltz moved to adjourn, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - 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 9:11 p.m.

Karen Frawley, Town Clerk