



## Town Board Regular Meeting

August 10, 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 7:10 p.m.

##### 1. Roll Call

Present:

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

Also Present:

Shane Hale, Town Manager  
Dan Money, Town Attorney  
Eric Lucas, Deputy Town Manager  
Kim Mihm, Deputy Town Attorney  
John Thornhill, Community Development Director  
Doug Roth, Civil Engineer  
Tara Fotsch, Director of Parks, Recreation, and Culture  
Jody Baker, Deputy Director of Parks, Recreation, and Culture  
Dean Moyer, Finance Director  
Scott Ballstadt, Planning Director  
Rece Lampe, Digital Communications 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 Klimek moved to approve the agenda as written, Town Board Member Hallett 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. Board Liaison Reports

Town Board Member Steinbach - Larimer County Behavioral Health Policy Council, Windsor Housing Authority

Town Board Member Ron Steinbach reported on the Larimer County Behavioral Health Policy Council, which administers an annual fund of approximately \$2.8 million. The Council recommended awarding \$3 million—the base \$2.8 million plus an additional \$200,000—to 43 applicants. Total requests received amounted to approximately \$6.1 million, illustrating the significant unmet need in the community. A small number of

applicants did not receive funding due to insufficient funds or non-qualifying applications. Notably, 15 of the approved applicants reported that their services reached Windsor residents. Town Board Member Steinbach also noted that the Council is developing a multi-year funding process that will begin addressing standalone workforce support programs in the following year. The Council was intentionally conservative in its allocation to preserve reserves in anticipation of operational costs associated with the Longview campus. Final approval of the recommendations was pending action by the County Commissioners, expected on the 25th of the month.

#### Town Board Member Jones - Chamber of Commerce, Tree Board

Town Board Member Brian Jones reported that he was unable to attend the Chamber of Commerce meeting due to his recovery and would provide an update at the next meeting. He thanked the board member who covered for him. Mayor Julie Cline noted that the Chamber of Commerce is scheduled to make a presentation to the Town Board in two weeks.

#### Town Board Member Peltz - Clearview Library Board, Great Western Trail Authority

Town Board Member Lainie Peltz reported on the Great Western Trail Authority, which met on Thursday, August 6th. The Authority approved a preliminary 2027 budget at the same level as 2026 in order to begin reporting to stakeholders including the Towns of Eaton, Severance, Windsor, and the Weld County Commissioners. Funds continue to be held in reserve pending the assessment by Mr. Willis regarding the Number 2 Ditch trestle replacement, including the potential pursuit of a grant. Town Board Member Peltz also noted that Severance Days will be held on October 3rd, coinciding with the reopening of Severance's community park through which the Great Western Trail passes. Additionally, a GLOW run is scheduled for September 18th, with the Great Western Trail Foundation designated as a beneficiary.

#### Town Board Member Symsack – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission

Town Board Member Ken Symsack reported on the Windsor Arts Commission, highlighting two new murals in progress or recently completed. The first, located at the corner of County Road 15 and Harmony, was created by artist Noah Miller and is now complete. The second, by artist Gail Witt, is being painted on the entryway signage heading eastbound on Highway 392. Town Board Member Symsack also reported that new recreation center signage—a topographic representation of the Cache la Poudre River Valley crafted in painted metal—is expected to be installed on the building's exterior during the facility's shutdown week from August 15th through August 23rd.

Regarding the Sculpture on Loan program, Town Board Member Symsack noted that the current sculptures will be removed on August 25th and new pieces installed on August 31st, with tarps covering them until a formal unveiling. Mayor Julie Cline encouraged clearer communication to the public that the sculptures are available for purchase by consignment, and that the Town's direct financial outlay is limited to the cost of concrete pedestals and a small amount of insurance. Town Board Member Symsack confirmed this, noting that the program represents exceptional community value relative to its cost. The Town of Windsor has acquired at least one piece—the sculpture known informally as the "surfboard"—through the program.

On behalf of the Parks, Recreation and Culture Advisory Board, Town Board Member Symsack reported that the most recent meeting focused largely on National Night Out. New museum acquisitions were approved, including a piano, a painting rescued from Town Hall following the 2008 tornado that was identified as the work of a local artist and

subsequently donated to the museum, and a baby buggy from the Dickey family. The Dickey Halfway Homestead restoration project was officially unveiled during National Night Out.

#### Town Board Member Klimek - Poudre River Trail Corridor Authority, Water and Sewer Board

Town Board Member Rick Klimek reported that the Water and Sewer Board had not yet met and would convene on Wednesday. Regarding the Poudre River Trail Corridor Authority, he reported that the primary topic of discussion was the Cycling Without Age program. In the reporting period, 73 rides were provided in Greeley while Windsor provided 86 rides, aided by a captive audience housed at the Good Samaritan facility. Town Board Member Klimek expressed interest in working with staff and communications to develop social media content highlighting the program, noting the ongoing need to recruit volunteers at various locations.

#### Mayor Pro Tem Hallett - Planning Commission, RE-4 School District, Historic Preservation Commission

Mayor Pro Tem Jason Hallett reported that the Planning Commission did not meet during the prior period and may convene the following week pending agenda items. He noted that RE-4 School District would resume regular meetings the following week with the return of school. He had no update from the Historic Preservation Commission, as its meeting was scheduled for later in the week.

#### Mayor Cline - Windsor Downtown Alliance, I-25 Coalition, North Front Range MPO, US34 Coalition & NoCo34 TMO

Mayor Julie Cline reported that the US34 Coalition and NoCo34 TMO did not meet. The I-25 Coalition met on August 5th on a quarterly basis. Congresswoman Gabe Evans attended and provided an update on various pending federal transportation legislation, including a bipartisan bill addressing EPA ozone standards. Mayor Cline explained that the current EPA standard of 70 PPB for ozone is one that Northern Colorado communities cannot realistically meet due to factors outside their control, such as wildfire smoke from other regions and agricultural emissions. The referenced legislation seeks to ensure that communities are not penalized for exceedances attributable to uncontrollable sources.

The North Front Range MPO met on August 6th. Mayor Cline reported that the Ozone Exchange Conference is scheduled for October, to be held at The Ranch in Loveland, and registration is now open. Fees are \$300 for government, nonprofit, or community registrants, \$400 for private industry, and \$500 for late registration, with scholarships available on a first-come, first-served basis. Mayor Cline also noted that Larimer County Commissioner Stevens was appointed Chair of the National Association of Counties Transportation Committee. A presentation from CDOT on the US34 Corridor Preservation Study was provided, emphasizing the importance of preserving right-of-way along the corridor from Kersey to Estes Park to allow for future expansion and multimodal improvements. An Intergovernmental Agreement (IGA) for corridor preservation may be forthcoming. Mayor Cline noted that the Front Range Passenger Rail Service plan will not appear on the Windsor ballot this November, though it will be on ballots in Loveland, Fort Collins, and other served communities. Finally, Mayor Cline recognized Michelle Vance as the 2026 Women of Distinction Award winner in the Government, Energy, and Utilities category.

#### 5. Public Invited to be Heard

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

## B. CONSENT CALENDAR

1. Approval of the July 27, 2026 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
2. Resolution No. 2026-46 - A Resolution Approving the Weld County Public Safety Communications Services Agreement between the Town of Windsor and the Weld County Regional Communications Center - A. Lopez Police Commander

The Town of Windsor has maintained a longstanding agreement with Weld County for use of county-wide emergency communications services, equipment, and resources. The agreement presented here is a periodic update to the longstanding agreement shared between the agencies and is reflective of changes in pricing and updates to compatibility of various technologies and tools.

3. Resolution No. 2026-47 - A Resolution Approving the Accessioning of Items to the Town of Windsor Museum Collection - T. Fotsch, Director of Parks, Recreation and Culture

The Parks, Recreation, and Culture Advisory Board will occasionally have the opportunity to review recommended accessions and deaccessions to the permanent collection of the Town of Windsor Museum, per adopted policies. PReCAB has reviewed these recommended actions and has recommended accessioning via Resolution PRC 2026-47.

4. Resolution No. 2026-48 - A Resolution Acknowledging and Consenting to the Partial Assignment of Major Subdivision Development Agreement Subdivision - Trevenna Subdivision - K. Mihm, Deputy Town Attorney

Before you is a partial assignment of responsibilities from the Trevenna Development, LLC to the Trevenna Metropolitan District. The exhibits lay out which entity is responsible for continued maintenance and upkeep of improvements to the development. Our development agreements require partial assignments of these responsibilities to be consented to by the Town Board.

5. Resolution No. 2026-49- – A Resolution Authorizing the Assignment of the Town of Windsor's 2026 Private Activity Bond Allocation to the Windsor Housing Authority - D. Moyer, Finance Director

**Town Board Member Jones moved to approve the consent calendar as presented, Town Board Member Hallett 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. Letter to Weld County Oil and Gas Energy Department Approval

Mayor Julie Cline introduced the item, explaining that over the course of several recent Town Board meetings, multiple Windsor residents had addressed the Board regarding the Century Path oil and gas development proposed in unincorporated Weld County adjacent to Windsor. In response to that public input, Town staff and the Town Board collaboratively drafted a formal letter to the Weld County Oil and Gas Energy Department consolidating the Town's stated concerns. The letter was revised prior to the meeting to incorporate feedback received from Town Board Members.

Mayor Julie Cline indicated that the Town intends to schedule a future work session at which a representative from the Weld County Oil and Gas Department or a relevant subject matter expert would be invited to present on the permitting process, enabling the Board and the public to better understand what review mechanisms exist and where potential gaps may lie.

Town Board Member Ron Steinbach asked whether the letter should be carbon copied to the Weld County Board of County Commissioners. Mayor Julie Cline affirmed that this was appropriate and noted that the Town is scheduled to meet with the Weld County Commissioners for breakfast within 48 hours, at which time she would provide advance notice that the letter was forthcoming.

Town Board Member Brian Jones acknowledged that while the letter contains specific requests, the Town has no formal legal recourse should Weld County choose not to act on those requests. Mayor Julie Cline concurred and indicated this reality reinforces the value of the planned work session. She expressed frustration that the Town has no formal standing over development activity in adjacent unincorporated Weld County that nevertheless directly affects Windsor residents.

Mayor Pro Tem Jason Hallett expressed support for the letter as a means of giving voice to the concerns raised by Windsor residents.

Town Board Member Lainie Peltz thanked Mayor Julie Cline for expanding and adding specificity to the original draft.

Mayor Cline opened the meeting up for public comment, Scott Simmons, addressed the Town Board regarding the Century Path oil and gas development. Mr. Simmons described the project as one of the largest development sites in the state, comprising 22 wells with horizontal drilling extending approximately five miles beneath Larimer County, with surface operations located near existing residential areas along the Harmony corridor. He raised concerns about public health impacts associated with oil and gas development in densely populated areas, including increased rates of cancer and respiratory illness. Mr. Simmons also expressed concern about the volume of truck traffic anticipated during pre-production, at approximately 300 trucks per day traveling through Windsor and along Harmony Road to injection wells approximately 18 miles away—carrying produced water containing toxic and radioactive materials. He expressed support for the installation of a pipeline as an alternative to truck transport and conveyed his appreciation for the revised letter being considered by the Town Board.

Town Board member Peltz moved to approve the letter to the Weld County Oil and Gas Energy Department with the addition of carbon copies to the Weld County Board of Commissioners and the addition of Town Board Members signatures, 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 Staff

###### a. Budget approval for HVAC communication system at CRC - T. Fotsch, Director of Parks Recreation and Culture

Staff reported on an unbudgeted expenditure related to the HVAC control system at the Clearview Recreation Center (CRC), which has been experiencing inconsistent temperature control in various areas of the facility. Rather than continuing to expend approximately \$15,000 annually on temporary measures, staff recommended a more permanent fix to be completed in coordination with the facility's scheduled shutdown week beginning August 15th. The Board indicated support for staff proceeding with the expenditure.

b. Financial Report May 2026

Deputy Town Manager Eric Lucas reported that Parks Manager Craig Ellison achieved a dark sky certification.

3. Communications from Town Manager

a. Monthly Board Report — Focus Area Updates

1. Strategic Growth

***Continue to develop Windsor's emergency response (80% completed)***

IT, OEM, PD, and other key staff have been working on a Virtual Emergency Operations Center (VEOC). The Town piloted VEOC applications this past winter during high-wind events, enabling key personnel the ability to share information and participate in real-time decisions remotely. Adding the VEOC will increase our readiness in the region.

2. Sustainable Infrastructure

***Provide a safe and reliable water supply for the community (37% completed)***

Staff will contact additional water treatment providers to see if temporary treatment capacity is available until the Cobb Lake plant is up and running. Staff is reviewing current water service agreements to ensure proper notice provisions are met when seeking additional capacity. Staff has met with other water providers to discuss short-term treatment and is awaiting their responses, with the intent of drafting a lease within the year.

3. Vibrant and Healthy Economy

***Leverage entertainment opportunities in and around Windsor to capture revenue (43.50% completed)***

Working to identify ideal travel corridor mapping and resident needs for public transportation utilization. There is a new bus stop along Fair Grounds/CR5, still hoping to expand and deliver a more robust community/regional solution.

Economic Development is working with the new chamber director to explore creating a town-wide events calendar to help promote and highlight activities in our community. There is positive momentum, although current capacity is limited. Still, we feel confident that we have a partner who is interested in helping move this initiative forward.

4. Communications from Town Board

Mayor Julie Cline reminded the public and Board of the following upcoming events and notices:

- Coffee with the Mayor is scheduled for Friday morning at 10:00 AM at the Clearview Recreation Center. The public is encouraged to attend with questions.
- School resumes this week: Kindergartners begin Wednesday, August 12th, with remaining grade levels starting Thursday, August 13th. Mayor Cline reminded drivers to be attentive to school zones, where law enforcement will be actively monitoring traffic.
- Windsor Wine Festival is scheduled at Main Park on Saturday, the same day as the Mud Walk event. Mayor Cline reminded attendees not to drive after attending the Wine Festival.
- The last Concert in the Park of the season was held the previous Thursday and was well received.
- Mayor Cline noted that 4th Street downtown will likely not be completed prior to the Parks Festival, but emphasized that ample parking remains available throughout downtown Windsor.

#### E. 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 a Potential Land Lease
2. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(b) for a Conference with an Attorney for the Town Board to Receive Legal Advice on Specific Legal Questions Concerning Litigation Matters
3. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402(4)(b) and (4)(e)(I) 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

**Town Board Member Symsack 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 a potential land lease; to enter an executive session pursuant to Colorado revised statutes § 24-6-402 (4)(b) for a conference with an attorney for the Town Board to receive legal advice on specific legal questions concerning litigation matters; and to enter an executive session pursuant to Colorado revised statutes §24-6-402 (4)(b) and (4)(e)(I) to receive legal advice on specific legal questions and for the purposes 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, Mayor Pro Tem 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.**

The Town Board entered an executive session at 8:20 p.m.

Upon a motion duly made, the executive session was closed and the Town Board returned to the regular meeting at 9:46 p.m.

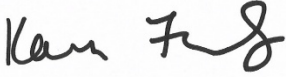
Upon returning to the regular meeting, Mayor Cline advised that if any participants in the executive session believed the session contained any substantial discussion of any matters not included in the motion to convene the executive session, or believed

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 9:47 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 9:48 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive, flowing style.

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Karen Frawley, Town Clerk