



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE AGENDA

Tuesday, August 19, 2025, 6:15 pm

Board Chambers, 1 John Street, Williamsburg

Call to Order

Pledge of Allegiance

Roll Call

Citizen Written Submissions (5 minutes) Bob Siedentopf

Citizen Comments on Agenda Items only (3 minutes): If you wish to address the Town Board, please sign up on the sign up on the sheet available by the meeting room door and submit it to the Town Clerk prior to the meeting being called to order.

1. Approval of the Agenda and Consent Agenda:

Consent Agenda: All matters listed on the Consent Agenda are considered routine and will be approved with one motion. Documents are approved substantially as drafted. There will be no separate discussion of these items unless a Board of Trustee Member or citizen so requests, in which case the items may be removed from the Consent Agenda and considered separately, at the discretion of the Board of Trustees.

- a. Approve the Board of Trustee Meeting minutes for July 15, 2025.
- b. Receive and file town report and accounts payable disbursements for July 2025.
- c. Receive and file treasurer report and monthly budget report for July 2025.
- d. Retroactive approval for road signs for \$93.31.
- e. Approve renewing Colorado Municipal Clerks Association Annual dues for \$180.
- f. Approve the Mayor's signature for Williamsburg to join the Purdue opioid suit.
- g. Approve the Mayor's signature for an intergovernmental agreement between the Town of Williamsburg and the Town of Coal Creek for a trench box rental.
- h. Approve purchase for two flammable storage cabinets, one indoor and one outdoor, to meet CIRSA requirements from \$300 to \$1090 depending on best available deal from used on Facebook marketplace to Amazon from the Street Fund.
- i. Approve purchase for bolt storage organizer, to meet CIRSA requirements for \$149.99 from Harbor Freight from the Water Fund, \$127.62 from recycling the metal water meter lids will be used to offset this purchase.
- j. Approve purchase of two code enforcement car magnets for \$41.14 from [gotprint.com](https://www.gotprint.com).
- k. Approve removing Trustee Donnell Farnum as appointee over HR and Regional Water Board and appointing Trustee Jodi Davis as HR liaison with Trustee Kris Graham-Webb as back up, and Mayor Joelina Espinoza on the Regional Water Board.

2. Reports

- a. Matters from the Mayor and Board of Trustees
- b. Town updates from Clerk, Streets, Parks, Water, Code Enforcement, Planning & Zoning and Special Events.

DISCUSSION:

3. Code Enforcement Job Description
4. Parks Weed Control
5. Ironhorse Waterline

UNFINISHED BUSINESS:

6. Swear in Kelsey Pollard as Code Enforcement Officer.
7. Swear in Ashley Smith as Town Clerk.
Swear in Robert Willet as Town Prosecuting Attorney.
8. Donna's Newsletter.
9. Water truck and dump truck.

NEW BUSINESS:

10. Introduction and First Reading of ORDINANCE NO. 5 of 2025: AN ORDINANCE OF THE TOWN OF WILLIAMSBURG, COLORADO, AMENDING CHAPTER 7, ARTICLE II, SECTION 7.28.3 OF THE 2025 MUNICIPAL CODE TO REQUIRE LOCAL REGISTRATION OF OFF-HIGHWAY VEHICLES (OHVs).
11. Introduction and First Reading of ORDINANCE NO. 6 of 2025: AN ORDINANCE AMENDING THE TOWN OF WILLIAMSBURG MUNICIPAL CODE TO UPDATE THE FINE TABLE, ESTABLISH A GENERAL PENALTY PROVISION, AND PLACE LIENS IN COMPLIANCE WITH COLORADO STATE LAW.
12. Sponsored by Donna Krautheim: Introduction and emergency adoption of ORDINANCE 7 of 2025: AN ORDINANCE REQUIRING DOG LICENSING.

Adjourn: Next Scheduled Board Meeting: Tuesday, September 16, 2025, 6:15pm