



**TOWN BOARD REGULAR MEETING**  
**June 13, 2011 - 7:00 P.M.**  
**Town Board Chambers – 301 Walnut Street**  
**Windsor, CO 80550**

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**MINUTES**

**A. CALL TO ORDER**

1. Roll Call

Mayor John Vazquez  
Mayor Pro-Tem Matthew O'Neill  
Mike Carrigan  
Kristie Melendez  
Don Thompson  
Robert Bishop-Cotner

Absent

Also present:

Town Manager	Kelly Arnold
Town Attorney	John Frey
Director of Finance	Dean Moyer
Director of Engineering	Dennis Wagner
Director of Public Works	Terry Walker
Director of Planning	Joe Plummer
Director of Human Resources	Mary Robins
Director of Parks & Recreation	Melissa Chew
Recreation Manager	Tara Fotsch
Art & Heritage Manager	Carrie Knight
Special Events Coordinator	Casey Muller
Chief of Police	John Michaels
Management Intern	Lindsey Haggerty
Town Clerk	Patti Garcia
Business Development Manager	Stacy Johnson

Absent:

2. Pledge of Allegiance

Town Board Member Thompson led the Pledge of Allegiance.

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

**Mayor Pro-Tem O'Neill motioned to approve the agenda as presented; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**  
**Nays – None. Motion carried.**

4. Board Liaison Reports

- Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission Alternate  
No report.
- Town Board Member Carrigan – Water & Sewer Board  
Town Board Member Carrigan noted there had not been a quorum at the Water & Sewer Board meeting last Wednesday. At the meeting, Director of Engineering Wagner reviewed techniques used to determine water flows.
- Mayor Pro-Tem O'Neill – Library Board; Planning Commission; North Front Range/MPO Alternate  
There was no meeting of the Planning Commission on June 2 and the next meeting scheduled for June 15 will be a 6 p.m. work session regarding the E-1 zoning with the regular meeting starting at

7 p.m. Mr. O'Neill reported the first round of interviews for the library board director is tentatively scheduled for July. Additional items from the library board meeting include the Library Compromise Committee recommendation that the Clearview Library District name be used with Windsor/Severance on the building and Mobile Library on the bookmobile, first reading of the Bylaws had passed and the board reviewed the hours of operation.

- Town Board Member Melendez – Chamber of Commerce; Cache La Poudre Trail Board, Downtown Development Authority (DDA)  
Town Board Member Melendez reported on upcoming Chamber events including the All Town Barbeque on Thursday at Boardwalk Park and the Chamber Annual Dinner scheduled to be held at The Island at Water Valley on July 17. The Chamber “Shop Local” campaign is about complete and Ms. Melendez stated she anticipates they will be coming to the Town Board with the idea in approximately 30 days. It was also noted that the Windsor Business Expo has been scheduled for September 27 from 2-7 at the Community Recreation Center. There was no further news from the Cache La Poudre Trail Board other than the fact the Poudre Trail in Windsor was currently closed due to flooding. Ms. Melendez stated the DDA had a joint meeting with the Town Board and Planning Commission on June 6 to review the DDA Plan of Development and noted the next meeting of the DDA was scheduled for Wednesday morning at 7:30 a.m. The DDA is also moving forward in working with the Department of Local Affairs on the creation of a strategic plan.

Town Manager Arnold noted that a joint work session was being planned to give the Town Board an update on the entire trail system, which would include the Cache La Poudre Trail.

- Vacant – Tree Board
- Town Board Member Thompson – Parks & Recreation Board; Great Western Trail Board  
The Parks & Recreation Board had three items on their past agenda; the accessioning and deaccessioning of museum items and the relocation of the archery range. All three items are on the Town Board agenda for consideration. The Great Western Trail Board would be meeting next week.
- Mayor Vazquez – North Front Range/MPO; Student Advisory Leadership Team (SALT)  
Mayor Vazquez reported that the first round of budget discussions had taken place at the MPO meeting and further information would be available at a later date. There was no update from SALT as they are on summer break.

5. Greeley Stampede Proclamation

Representatives of the Greeley Stampede read the proclamation.

6. Public Invited to be Heard

Serena Alvarado, Windsor High School orchestra member, addressed the Town Board regarding her nomination to participate in Colorado Ambassadors of Music trip to Europe in 2012. The expense of the trip is \$6,000 and she is requesting support from local businesses and the community. Mayor Vazquez commended her on her efforts and encouraged her to continue moving forward in meeting her goals.

## B. CONSENT CALENDAR

1. Minutes of the May 23, 2011 Regular Town Board Meeting – P. Garcia
2. Report of Bills – D. Moyer

**Mayor Pro-Tem O'Neill motioned to approve the Consent Calendar as presented; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**

**Nays – None. Motion carried.**

### C. BOARD ACTION

1. An Ordinance Amending Chapter Eighteen of The Windsor Municipal Code for the Purpose of Establishing Priority Status for Liens Arising Out of Enforcement Action Taken by the Town of Windsor Pursuant to the International Building Code Family – Second Reading – I. McCargar (Ordinance No. 2011-1413)

*(Super-majority vote required for adoption on second reading)*

**Mayor Pro-Tem O'Neill motioned to adopt Ordinance No. 2011-1413, An Ordinance Amending Chapter Eighteen of The Windsor Municipal Code for the Purpose of Establishing Priority Status for Liens Arising Out of Enforcement Action Taken by the Town of Windsor Pursuant to the International Building Code Family on second reading; Town Board Member Melendez seconded the motion.**

Town Attorney Frey reported on the ordinance and noted the threshold of the priority status that had been included and approved on first reading. There had been no changes since first reading.

Mayor Vazquez opened the meeting for public comment.

Doug Patterson, 580 Lakewood Court, Windsor, expressed concern regarding the super-priority lien and noted that Town Board Member Carrigan had proposed at an earlier meeting that it be an action of the Town Board. Mr. Patterson requested there be an extraordinary situation for the super priority lien status to be imposed and additionally requested the Town Board to discuss the ordinance further.

Mayor Vazquez stated he was comfortable with the thresholds that were established in the ordinance. Mr. Vazquez noted the Town already has lien authority status in other areas and the ordinance expands it to vacant buildings.

Clint Sattler, 1201 Stone Mountain Drive, Windsor, stated he supported the ordinance related to methamphetamine labs but was not comfortable with government having the power and authority to establish a super priority lien. Mr. Sattler requested all the Town Board members to vote against passage of the ordinance.

Mayor Vazquez noted that a property is considered abandoned when the property owner has left the property and never intends to return; the owners have left nothing but a liability along with a health, safety and welfare issue for the neighborhood and community. Mr. Vazquez went on to state that the town is not in the business of refurbishing or maintaining private property and it is important that the town protect taxpayer dollars along with its investments.

Pursuant to comments made by Mr. Sattler regarding the legality of super-priority liens, Town Board Member Melendez requested clarification from Town Attorney Frey. Mr. Frey responded that due to Windsor being a home-rule municipality, super priority liens can be created. Super-priority liens were initially started on utilities to cover administrative costs of preparing, issuing and recording the liens and very often not collecting on the liens. State and federal taxes supersede the super-priority liens. The lien can be challenged by the person that is being liened and stated that it is an invalid lien. Town Attorney Frey stated that this could be characterized as a cost-recovery, cost-saving methodology for the town. The process that is used related to utilities has worked very well without taking away anyone's right to the courts to challenge the lien.

The Town Board discussed the ordinance with Town Board Member Melendez stating that the ordinance allows the Town to be proactive instead of reactive in a lien situation, which is addressed in Section 18-15-10(c) of the ordinance. Town Board Member Carrigan noted he had voted against the ordinance on first reading as he thinking of the rights of the original lien holders and had concerns that a government agency could supersede private entities and their investors. Mayor Vazquez commented that if the bank or note holder would take care of abandoned property then there would be no need for a super-priority lien to be

issued. Mr. Vazquez stated that when a property owner abandons a property and the note holder becomes negligent to maintain and upkeep the property then it is his belief that they forfeit their first position.

Mr. Frey noted that nothing about the ordinance changes the due process and notice to the property owner; the super-priority lien status would be enacted after the due process was exhausted.

**Roll call on the vote resulted as follows:**

**Yeas –O’Neill, Melendez, Thompson, Vazquez  
Nays – Carrigan. Motion carried.**

2. A Resolution Authorizing an Extraordinary Distribution From the Town of Windsor Road Impact Fee Trust Fund for Payment of Reimbursement Obligations to Claimants with Approved Claims as of December 1, 2010 – K. Arnold (Resolution No. 2011-21 )  
**Mayor Pro-Tem O’Neill motioned to approve Resolution No. 2011-21; Town Board Member Carrigan seconded the motion.**

Town Manager Arnold brought forward the resolution regarding extraordinary road impact fee reimbursements and noted the road impact fee had been in place for several years and has been used by the Town to build streets in new developments. The policy has been changed and modified over the years to allow it to work for the benefit of Windsor and its developers. Mr. Arnold addressed the Board regarding the reimbursement for consideration noting in the past extraordinary distributions were used as a way for the Town to reduce debt and place funds in the hands of the private sector. The ordinance establishing the reimbursement agreements states that reimbursements must be made proportionally to all entities holding the right to reimbursement. Mr. Arnold said the resolution before the Town Board for consideration has listed one-half of the reimbursement be provided to entitled entities for a total of \$825,911 as follows:

D.R. Horton	\$242,479
Windsor Southgate LLC	\$202,251
Windsor Land Company	\$357,249
Connell Resources	<u>\$ 23,932</u>
TOTAL	\$825,911

As the Road Impact Fund currently has an approximate balance of \$313,055; a transfer of \$511,000 from the General Fund reserves would be required to fulfill the extraordinary reimbursement.

Town Manager Arnold read a portion of the resolution which outlines guidelines for the reimbursement:

WHEREAS, the Town Board has determined that it is fiscally prudent for the Town to reduce its reimbursement-related debt obligations by paying the above-specified entities from a combination of the existing, uncommitted balance in the Road Impact Fee Trust Fund and, to the extent the reserves of the Road Impact Fee Trust Fund are insufficient, a transfer of funds accumulated in Town General Fund reserves; and

WHEREAS, the funds drawn from the Town’s General Fund reserves have not been budgeted for any particular purpose and are, in the Town Board’s judgment, better put to use for the purpose of reducing Town road impact fund-related debt and placing capital in the hands of private entities; and

WHEREAS, the Town Board finds the reduction of road impact fee-related debt is a sound fiscal decision which will have the secondary benefit of providing economic stimulus within the development community; and

WHEREAS, payment of the amounts due to the qualified claimants would be of substantial benefit to the claimants in the current economic recession, and would not detrimentally affect the operations of the Town.

Finance Director Moyer reported that the Road Impact Fee has been collected for a number of years. Mr. Moyer noted the balance of the fund of \$313,055 would be zeroed out with the proposed reimbursement to developers that have done projects for the Town on public roads with balance coming from the General Fund Reserves. The Town is in a position where they could make a transfer from the General Fund to Capital Improvement to make the extraordinary payments.

Town Board Member Thompson stated that anytime that debt can be reduced is a good thing.

**Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O’Neill, Melendez, Thompson, Vazquez**

**Nays – None. Motion carried.**

3. A Resolution Authorizing and Approving Certain Economic Inducements and Incentives for Bobcat of the Rockies – K. Arnold (Resolution No. 2011-22)

**Town Board Member Melendez motioned to approve Resolution No. 2011-22; Mayor Pro-Tem O’Neill seconded the motion.**

Town Manager Arnold reported on the resolution noting it was good to have activity at the Iron Mountain Complex. Bobcat of the Rockies has been in business at their new location for approximately two weeks. One of the issues is that the assessment rate of the buildings in that location are currently at the rate when there was an active auto dealership and the actual property tax valuation reflects not empty buildings but an active car dealership. The request is being made to assist Bobcat of the Rockies with the higher tax rate due to the relocation of their locations in Fort Collins and Greeley. In addition to Bobcat of the Rockies requesting a tax appear for the assessed value of the 1015 Champion Drive building from Weld County, they have requested the Town of Windsor to grant a credit back from the difference between the current tax and the adjusted value for the period June, 2011 through December, 2012 (estimated at \$39,672). After review of the circumstances, staff has proposed an agreement between Bobcat of the Rockies and the Town of Windsor providing that Bobcat commences retail operations within the Bobcat Center by June 1, 2011 and the Town will then pay Bobcat a maximum amount equal to the net sales tax of up to \$39,000. Bobcat of the Rockies will then have 18 months to generate the net sales tax; if \$39,000 is not reached by November 30, 2012 they forfeit any rights to further reimbursement.

The inducement is to help offset the property tax burden to rebate sales tax they will generate in an equivalent amount. Staff anticipates the inducement policy may be used with future users to help them offset the burden property taxes particularly if they are going to locate in the area in the next year or two. Town Manager Arnold stated the resolution provides for a rebate of \$39,000 over two payments contingent that Bobcat of the Rockies performs as they anticipate. Bobcat has projected they will generate net sales of \$5M over the next 12 months. The Town has an intergovernmental agreement with the City of Greeley for sales tax sharing at the Iron Mountain Complex; we share 40% of what is generated. Mr. Arnold noted that if \$5M of sales is generated, the estimated sales tax will be \$169,000, less 40% to Greeley, so the Town of Windsor will net sales of \$101,000. If the targets are hit, the resolution states the first payment will be made no later than March 30, 2012 for half of the \$39,000 and the balance would be paid out by no later than December 31, 2012. Mr. Arnold noted the rebate is tied to performance.

Town Board Member Thompson inquired if Bobcat of the Rockies had appealed the assessment; Town Manager Arnold reported they have lodged an appeal. There was discussion of the distribution of the incentive if they win the appeal. Town Manager Arnold noted that the way the resolution is written the rebate would be distributed regardless of the status of the appeal but could add additional language if the Board desired.

Town Board Member Melendez stated that due to the rebate being performance based that it takes care of the appeal issue, as the performance required is significant. This is a pro-business move towards what the Town is trying to do related to economic development.

Mayor Pro-Tem O'Neill and Town Board Member Carrigan agreed with Ms. Melendez' assessment of the resolution.

Mayor Vazquez agreed and noted the Town is in a pro-business position as the Town is willing to invest in local businesses.

**Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**  
**Nayes – None. Motion carried.**

4. A Resolution Approving the Temporary Relocation of the Town of Windsor's Archery Range from Eastman Community Park South to Diamond Valley Community Park – T. Fotsch (Resolution No. 2011-23)  
**Town Board Member Thompson motioned to approve Resolution No. 2011-23; Town Board Member Melendez seconded the motion.**

Recreation Manager Fotsch reviewed the resolution and noted due to flooding along the Poudre River the archery range needed to be temporarily moved to Diamond Valley so that classes could continue throughout the summer. It was noted the resolution is worded in a way that if in future years, the archery range would need to be temporarily moved, it could be done so with the approval of the Director of Parks & Recreation and the Chief of Police without formal action. The Town Board and Parks & Recreation Board would be notified of any temporary relocations.

**Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**  
**Nayes – None. Motion carried.**

5. A Resolution of the Windsor Town Board Approving the Accessioning of Items to the Town of Windsor Museum Collection – C. Knight (Resolution No. 2011-24)  
**Town Board Member Thompson motioned to approve Resolution No. 2011-24; Town Board Member Carrigan seconded the motion.**

Art & Heritage Manager Knight reported on the resolution and reviewed the two items under consideration for accessioning. Ms Knight noted that both items met the criteria and that the Parks & Recreation Advisory Board recommends approval of the resolution.

**Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**  
**Nayes – None. Motion carried.**

6. A Resolution of the Windsor Town Board Approving the Deaccession of Items to the Town of Windsor Museum Collection – C. Knight (Resolution No. 2011-25)  
**Town Board Member Thompson motioned to approve Resolution No. 2011-25; Mayor Pro-Tem O'Neill seconded the motion.**

Art & Heritage Manager Knight reported on the resolution and noted staff had worked over the past several years to determine the items that meet the criteria and mission of the American Museum Association and the Town of Windsor. The list of items that didn't meet the criteria were included in the Town Board packet. The Town offers the first right of refusal to the original owner on items that are being deaccessioned; if the original owner cannot be found, the Town offers the items to other museums that could use them.

**Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**  
**Nayes – None. Motion carried.**

7. Harvest Fest Partnership Request – C. Muller

Special Events Coordinator Muller reviewed the agenda item and introduced Casey Johnson who represented the Harvest Festival event.

Mr. Johnson thanked the Town Board for the Town's partnership in past years and reviewed their current request as noted in the letter to the Town Board:

- Use of the Windsor Main Park, Boardwalk Park and Eastman Park for the Harvest Festival on September 3rd, 4th and 5th, 2011,
- Closure of the 300 block of Elm Street from 4th Street to Main Park. The Police Dept. will notify the residents in this neighborhood,
- Closure of Boardwalk Park for the All Town BBQ and concert on September 3rd from 4PM - 10PM. We also request that picnic tables and trash receptacles be placed at Boardwalk Park for the duration of the barbecue along with payment for recycling for the event,
- Use of Chimney Park Baseball parking lot for overnight parking of vendors and guests,
- Use of Walnut Street and Seventh Street for the Labor Day Parade on Monday, September 5<sup>th</sup>,
- We ask that the Town of Windsor waive all fees associated with the Windsor Harvest Festival, excluding the Police and Security fees involved with the Harvest Festival.

The following costs are requested to be waived/absorbed:

Park reservation, show stage rental, recreation meeting room	\$3,040
Recycling costs and liability insurance	\$6,166
Staff costs are tracked separately and are absorbed by the Town	

Mr. Johnson advised the Board that the Harvest Fest Committee is reviewing ways to enhance the parade and how to keep the length of the parade to a reasonable time.

**Mayor Pro-Tem O'Neill motioned that the Town partner with the Harvest Festival per the in-kind and financial request as provided; Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**

**Nays – None. Motion carried.**

8. Wine Festival Partnership Request – C. Muller

Special Events Coordinator Muller brought forward the partnership request and introduced Tim Bowers and Michael Redman to the Town Board.

Mr. Redman reviewed the proposed event read their letter included in the Town Board packet. They anticipate approximately 500 to 1,000 attendees and would be specific to Colorado wineries. A portion of the proceeds (50%) from the event would be donated to local charities through NOCO 20/30. Mr. Bowers stated they were unsure if beer would be provided; if so, they would apply for a Special Event Permit Liquor License. The following request is being made related to the event:

- Use of the Windsor Main Park for the Front Range Wine Festival on Saturday, August 27<sup>th</sup>,
- Closure of the 300 block of Elm Street from 4th Street to Main Park. We will notify the residents in this neighborhood by distributing flyers,
- Use of the Windsor Showmobile Stage, set up in Main Park,
- Temporarily allow the use of glass in the area of the event in main park for wine tasting glasses and bottles,
- A waiver of the temporary sign permit to allow signage around town leading up to the event, and also use of the electronic sign if available,

- We ask that the Town of Windsor waive all fees associated with the Front Range Wine Festival, excluding the Police and Security fees involved with the event. (\$200 for Main Park, \$400 for show stage, and \$10 Temporary sign permit),
- If we end up having beer at the event (local breweries), we will apply for a special events liquor permit through NOCO 20/30 or another 501C3 Colorado Charity. If we are just serving wine, one of our participating Vineyards has offered to apply for the needed permit,
- Use of the towns orange fencing for the event area and town staff to set-up and take down fencing.

Ms. Muller noted the total amount requested to be waived is \$610.

Town Board Member Thompson expressed serious concern regarding glass in the park and requested options with Mr. Redman stating the wineries would probably not participate if glass was not allowed. Mr. Redman noted they have a volunteer staff that will be available and walking around to take care of broken glass that could occur. Mr. Thompson stated that there are many small children that frequent the park and is apprehensive about the possible broken glass in the area.

Town Board Member Melendez concurred with the concern but also noted the event could be an economy booster.

Town Manager Arnold noted that he had participated in the wine festival in Palisade, CO in the past and that broken glass is typically not a problem.

Town Board Member Melendez inquired what the maximum occupancy of Main Park was to which Police Chief Michaels responded that he was concerned regarding parking issues.

Town Board Member Thompson stated that due to the comments received that he supports the event. Town Board Member Carrigan concurred.

The Town Board requested that accounting of the event be provided within 30-60 days of the wine festival which would include distribution of the 50% to the non-profit and the 50% profit.

**Town Board Member Carrigan motioned to approve the partnership as presented with a full report of the event to the Town Board within 30 to 60 days, including accounting of the event; Mayor Pro-Tem O'Neill seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez  
Nays – None. Motion carried.**

9. Update from Windsor Housing Authority, John Moore, Chairman – J. Plummer

Director of Planning Plummer addressed the Town Board and reported on chronology of the Windsor Housing Authority (WHA) and Windsor Work Force Housing Committee (WFH) and noted the WFH was dissolved after the Work Force Housing Needs Assessment was completed.

WHA Chairman Moore stated the Town Board and administration has supported the WHA for many years and is looking forward to starting a new project that addresses the work force housing needs in Windsor. As part of that effort, the WHA has voted unanimously and will be entering into an intergovernmental agreement (IGA) with the City of Loveland Housing Authority (COLHA) so the new housing effort can be accomplished. Mr. Moore explained the parameters of the IGA noting COLHA would assist the WHA with site selection, market study preparation and assist with the requirements for the application to the Colorado Housing and Finance Authority (CHFA) for financing of the project.

The WHA received a \$25,000 reimbursement from the United States Department of Agriculture, Division of Rural Development which will be used with the \$40,000 appropriated from the Town to the WHA would be used for this project. Mr. Moore stated that the WHA would be on the Town Board agenda for regular

updates on the process. He thanked Director of Planning Plummer and staff with their support on gathering information to move forward.

10. Financial Report – D. Moyer

Director of Finance Moyer provided an overview of the financial report to the Town Board and noted the increase in sales tax collection. He noted that grocery stores and liquor stores had increased for the fifth month and that the benchmark for the end of May is collection of 42% of the Town's revenue; the Town is currently at 52% collection. Mr. Moyer noted most of the property taxes will be collected through July and operating expenses are where they should be.

Mr. Moyer correlated the number of building permits with where the town was in 1993, 1994 and 1995 and currently at 2009, 2010 and 2011 noted this could be a trend.

**D. COMMUNICATIONS**

1. Communications from the Town Attorney

Town Attorney Frey stated the bids will be opened on Thursday on the I25/SH392 interchange project.

2. Communications from Town Staff

- Public Works – Director of Public Works Walker provided an update on mosquito control and noted Colorado Mosquito Control will continue to monitor the mosquito issue. They do have a list of town events and take that under consideration when spraying. Mr. Walker also noted that related to the recent flooding that sand has been hauled and made available to residents and sand bags purchased with an estimated cost of \$500-\$600 to date.
- Engineering – Director of Engineering Wagner stated the river has peaked over the past four days.
- Police – Police Chief Michaels stated that 7<sup>th</sup> Street was shut down for several days last week due to flooding and was reopened this morning.
- Parks & Recreation – Director of Parks & Recreation Chew reported the Town's website advises citizens where sand can be found and where sand bags can be purchased. Ms. Chew reminded everyone of the All Town Barbeque and Summer Concert Series. It was also reported that a \$200,000 grant had been received to complete the trail work from 15<sup>th</sup> Street to behind the Grasslands subdivision.

3. Communications from the Town Manager

Town Manager Arnold reported Mr. Walker has been part of working with the Level 3 Response Team out of Jeffco pursuant to their involvement during the 2008 tornado. Mr. Walker will be going to Durango to help conduct their training on an earthquake drill. The agreement is that if Mr. Walker is available, he will assist in responding to events if needed.

4. Communications from Town Board Members

Town Board Member Thompson noted the barrier had come down at the Poudre Trail on 13<sup>th</sup> which was to keep people off the trail. Ms. Chew stated she inquire with the Poudre Trail Authority on possibly moving it closer to where the water intercepts the trail.

**E. ADJOURN**

**Town Board Member Thompson motioned to adjourn the meeting; Town Board Member Carrigan seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Carrigan, O'Neill, Melendez, Thompson, Vazquez**

**Nays – None. Motion carried.**



Patti Garcia, Town Clerk