



TOWN BOARD REGULAR MEETING

August 12, 2013 - 7:00 P.M.

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Mayor Vazquez called the regular meeting to order at 7:07 p.m.

1. Roll Call

Mayor John Vazquez
Mayor Pro-Tem Kristie Melendez
Don Thompson
Jeremy Rose
Robert Bishop-Cotner
Ivan Adams

Also present: Town Manager

Town Attorney

Management Assistant

Town Clerk

Director of Parks, Recreation & Culture

Chief of Police

Director of Finance

Director of Engineering

Director of Public Works

Chief Planner

Associate Planner

Kelly Arnold

Ian McCargar

Kelly Unger

Patti Garcia

Melissa Chew

John Michaels

Dean Moyer

Dennis Wagner

Terry Walker

Scott Ballstadt

Josh Olhava

2. Pledge of Allegiance

Town Board Member Bishop-Cotner 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

Town Board Member Thompson moved to approve the agenda as presented; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nays – None. Motion passed.

4. Board Liaison Reports

- Town Board Member Baker – Parks, Recreation & Culture Advisory Board; Cache La Poudre Trail Board Alternate
Mr. Baker was not in attendance.
- Town Board Member Thompson – Planning Commission; Tree Board; Great Western Trail Authority
Mr. Thompson had no report as these boards have not met since the last report.
- Mayor Pro-Tem Melendez – Downtown Development Authority; Chamber of Commerce; North Front Range/MPO Alternate
Ms. Melendez reported:

- The Wheels & Deals program kicked off on 8/2 and runs through 8/24.
 - Chamber of Commerce will meet on 8/14.
 - The MPO I-25 ramp project is asking for representatives to attend meetings, and share their concerns to the MPO - this is a one-time opportunity to advance the priority of northern Colorado projects; a show of community support would be very helpful.
 - The Impact 64 program has identified “A” and “B” list priorities.
 - The VanGo project is seeking a waiver in conjunction with scheduled van replacement in 2013 and 2014; comments are due by 9/4.
 - She and Mr. Arnold testified recently at legislative hearings, and gained much insight through participation in this activity.
- Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
Mr. Rose had no report as these boards have not met since the last report.
 - Town Board Member Bishop-Cotner – Historic Preservation Commission; Clearview Library Board
Mr. Bishop-Cotner told of the Northeast Colorado Regional Historic Preservation Meeting held in Windsor.
 - Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
Mr. Adams told of many positive comments from Trail Board Interim Manager Selders, and status of current work projects on the Trail. He also reported the Poudre Trail Challenge will take place on 8/24. Mr. Adams will update the Board regarding the placement of a commemorative bench for Sgt. Birdwell.
SALT created a “Commitment” Agreement for membership, hosted a Teen Bonfire recently, and will assist at the 8/31 barbeque.
 - Mayor Vazquez – North Front Range/MPO
Ms. Melendez reported on the MPO.

5. Public Invited to be Heard

There was no public comment.

B. CONSENT CALENDAR

1. Minutes of the July 22, 2013 Regular Town Board Meeting – M. Lee
2. Report of Bills – D. Moyer
3. Resolution No. 2013-45- A Resolution Ratifying, Approving and Confirming the Terms and Conditions of a Water Service Agreement between the Town of Windsor and North Weld County Water District – D. Wagner
4. Resolution No. 2013-46 - A Resolution Approving and Accepting a Utilities Easement from CARE Housing/Cottonwood Holdings, LLP, in Favor of The Town of Windsor, Colorado – W. Willis
5. Advisory Board appointments – P. Garcia

Mayor Pro Tem Melendez moved to approve the Consent Calendar as presented; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Motion passed.

C. BOARD ACTION

1. Short Form Grant Application – Reflections for Youth

- Applicant presentation: Karen Farley

Karen Farley of Reflections for Youth presented an overview of the Reflections for Youth program and their goals and services. She told of a typical 80-95% success rate for services provided through various means to students 11-18 years of age. Ms. Farley reviewed plans for their upcoming disc golf fund raiser. She thanked the Board for allowing them to use the Eastman Park Oxbow Disc Golf Course for their event. She asked that the Board donate an additional \$400 toward their event this year, noting that donations are applied nearly 100% to programs. The Police Chief Michaels and Director of Parks, Recreation & Culture Chew both stated no issues from previous group events held in Windsor.

Town Board Member Thompson moved to approve the grant application as presented; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Motion passed.

2. Special Event Partnership Request – Windsor Downtown Development Authority

- Staff presentation: Patti Garcia, Town Clerk/Assistant to the Town Manager & Kristie Melendez, Town Board Liaison to the Downtown Development Authority

Town Clerk Patti Garcia spoke on behalf of the Downtown Development Authority, reviewing plans for “Salsa on 5th” and asking for sponsorship by the Town Board. She told of reconfigured placement of amenities to allow more room for activities. Ms. Garcia noted plans are to make this an annual event with additional activities and attractions in the future.

Mayor Vazquez inquired if road closures could be reconfigured as needed to support the needs of those in attendance; Chief Michaels responded they could do that, and have done so at many past events to allow for last minute changes.

Town Board Member Adams moved to approve the Event Partnership Request as presented; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Motion passed.

D. COMMUNICATIONS

1. Communications from the Town Attorney
Mr. McCargar told of upcoming Advisory Board Orientations.

2. Communications from Town Staff

Chief Michaels noted National Night Out was a success with questions answered about a variety of issues. Mr. Thompson voiced an issue raised concerning a pedestrian crossing on County Road 13. Chief Michaels responded he would look into that area. Mayor Vazquez raised a question about the stop light at Eastman Park Drive and State Highway 392. Mr. Adams complimented the Police Department for great work interacting with citizens.

Ms. Chew updated Board Members on the USA Pro Challenge. Mayor Pro Tem Melendez added the Windsor Now will feature a special section with information and maps.

3. Communications from the Town Manager

There were no further communications.

4. Communications from Town Board Members

There were no further communications.

Town Board Member Rose moved to adjourn to an executive session pursuant to 24-6-402(4)(b), C.R.S., to confer with the Town Attorney for purposes of receiving legal advice on specific legal questions; civil actions for enforcement of the *Windsor Municipal Code* and pursuant to § 24-6-402 (4) (e), C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; water storage facility contract; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Motion passed.

Meeting was adjourned to Executive Session at 7:36 p.m.

E. EXECUTIVE SESSION

An executive session pursuant to 24-6-402(4)(b), C.R.S., to confer with the Town Attorney for purposes of receiving legal advice on specific legal questions; civil actions for enforcement of the *Windsor Municipal Code* (Ian McCargar) and pursuant to § 24-6-402 (4) (e), C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; water storage facility contract (Kelly Arnold and Ian McCargar)

F. ADJOURN

Following the Executive Session Town Board Member Bishop-Cotner moved to adjourn; Town Board Member Rose seconded the motion. Roll call on the vote resulted as follows:

Yeas –Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Meeting was adjourned at 8:25 p.m.


Deputy Town Clerk