



TOWN BOARD REGULAR MEETING

February 10, 2014 - 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 7:03 p.m.

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| 1. Roll Call | Mayor
Mayor Pro-Tem | John Vazquez
Kristie Melendez
Myles Baker
Don Thompson
Jeremy Rose
Robert Bishop-Cotner
Ivan Adams |
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| Also present: | Town Manager
Town Attorney
Director of Parks Recreation & Culture
Town Clerk
Chief of Police
Director of Planning
Management Intern
Associate Planner | Kelly Arnold
Ian McCargar
Melissa Chew
Patti Garcia
John Michaels
Joe Plummer
Kelly Unger
Josh Olhava |
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2. Pledge of Allegiance
Mr. 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

Mr. Thompson moved to approve the agenda as presented; Mr. Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

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

Nayes – None. Motion passed.

4. Board Liaison Reports
 - Town Board Member Baker – Parks, Recreation & Culture Advisory Board; Cache La Poudre Trail Board Alternate
Mr. Baker reported PReCAB met on February 4, but did not elect officers; they adopted a Resolution approving acceptance of a Deed for Sheep Draw Conservation Easement, which will be reviewed as Board Action Item 3 on this evening’s agenda.
 - Town Board Member Thompson – Planning Commission; Tree Board; Great Western Trail Authority
Mr. Thompson stated the Great Western Trail Authority bid packages are due back this week. The Trail Authority will manage construction on the project; the Town of Windsor will manage the financial portion of the bid. Mr. Thompson also briefly recapped actions at the February 5 Planning Commission meeting. He noted the Town Board and Planning Commission will hold a Joint Work Session in March. Mr.

Thompson went on to state the Tree Board elected officers at its last meeting, changed its regular meeting time to 5:00 p.m., and discussed the Arbor Day Poster Contest and strategies to deal with the Emerald Ash Borer.

- Mayor Pro-Tem Melendez – Downtown Development Authority; Chamber of Commerce; North Front Range/MPO Alternate
Mayor Pro-Tem Melendez had no new information from the DDA; they will meet next on February 19. She did relate that the Chamber met on February 5 and had a positive financial report, with 12 new members joining the organization. She also told of new committees including Events and Promotions, and Sponsorship Package/Dues Committees. More information will be available in March.
- Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
Mr. Rose stated the next meeting of the Water & Sewer Board will take place on February 12; he had no new information to present from the Housing Authority.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Clearview Library Board
Mr. Bishop-Cotner stated the Historic Preservation Commission meets on February 12. Mr. Bishop-Cotner listed several new amenities and programs at the Clearview Library, and encouraged everyone to check out the changes. He informed Town Board Members there may be dust from rearranging at the Library, and passed on Library staff's request for indulgence until things get settled.
- Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
Mr. Adams reported SALT has four new members. He reminded the Board of SALT's plans to visit residents of Windsor Health Care for Valentine's Day. Mr. Adams reported the picnic shelter along the trail is nearly complete. He also spoke of the 20th Anniversary of the Cache La Poudre Trail, and alluded to coming summer events to celebrate this milestone. He reminded Board Members they will discuss the Conservation Easement at 59th Avenue as part of Board Action Item 3 of this evening's agenda.
- Mayor Vazquez – North Front Range/MPO
Mayor Vazquez recounted shortfalls in the MPO 2014 and 2015 budgets, stating a decision has been made to backfill funding to these projects to maintain established priorities among projects. He noted more air quality issues will be discussed in the future. Mayor Vazquez also spoke of a meeting with the State Demographer. He noted the Larimer/Weld County area is the largest growing area in the State. Ms. Melendez added Weld County is the only county in the state to show a rise in average household income. Mayor Vazquez touched on regional studies regarding freight modeling, tolling capacities and fueling price sensitivities. He reminded Board Members that Impact 64 was defeated, so other funding options will have to be identified.

5. Public Invited to be Heard
There was no public comment.

B. CONSENT CALENDAR

1. Minutes of the January 27, 2014 Regular Town Board Meeting – M. Lee
2. Advisory Board Appointment – P. Garcia
3. Report of Bills for January 2014 – D. Moyer
4. Resolution No. 2014-07 - A Resolution Approving An Intergovernmental Agreement Between The Town Of Windsor And The County Of Weld With Respect To The Sharing Of Costs For The County's Efforts At Increasing Distributions From The Department Of Local Affairs – I. McCargar

Mr. Baker asked if no other Weld County Municipalities choose to participate in the IGA, would Windsor pay the full price. Mr. McCargar responded they would. Mr. Baker also asked if the maximum per employee is \$50 or \$100. Mr. McCargar clarified, the cap is set on a per employee basis at \$50 regardless of which fund generated the money.

Mr. Thompson moved to approve the Consent Calendar as presented; Mr. Baker seconded the motion. Roll call on the vote resulted as follows:

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

Nays – None. Motion passed.

C. BOARD ACTION

1. Ordinance No. 2014-1468 – An Ordinance Designating the Park School building, 301 Walnut Street, as a Local Historic Landmark – Rachel Kline, Chairperson of the Historic Preservation Commission/applicant
Super-majority vote required for adoption on second reading
 - Second Reading
 - Quasi-judicial
 - Staff presentation: Josh Olhava, Associate Planner

Mayor Pro-Tem Melendez moved to approve Ordinance 2014-1468; Mr. Thompson seconded the motion.

Mr. Olhava reminded the Board Members this is the second reading of this Ordinance; there have been no changes since first reading.

Mayor Pro-Tem Melendez asked for clarification on the events following approval. Mr. Olhava explained, if approved, the Ordinance will be recorded with the County, which will complete the local designation process. Mr. Thompson inquired if there are plans to seek state or national designation as well. Mr. Olhava replied that could be pursued, but the Historic Preservation Commission has not taken steps in that direction at this time. Mr. Thompson requested the Board be notified if such actions are considered.

Roll call on the vote resulted as follows:

**Yeas – Baker, Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nayes – None. Motion passed.**

2. Resolution 2014-08 – Adopting Conservation Easement Stewardship Level of Service Standards
 - Legislative action
 - Staff presentation: Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture

Mr. Thompson moved to approve the Resolution 2014-08; Mr. Baker seconded the motion.

Ms. Chew reviewed the Stewardship Level of Service Standards timeline to refresh the memories of Members. She added adoption of these standards will be helpful in pursuing certification with the state allowing the Town to hold Conservation Easements; staff recommends approval.

Roll call on the vote resulted as follows:

**Yeas – Baker, Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nayes – None. Motion passed.**

3. Resolution 2014-09 - Accepting a Deed of Conservation Easement on the Sheep Draw Property Located at 59th Avenue and the Poudre River in Greeley CO
 - Legislative action
 - Staff presentation: Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture

Mayor Pro-Tem Melendez moved to approve the Resolution 2014-09; Mr. Thompson seconded the motion.

Ms. Chew clarified this property, known as Sheep Draw, was acquired through a partnership with the City of Greeley and GOCO. The Conservation Easement will be held jointly with Larimer County for approximately three years. Staff recommends approval, calling this the first big step in land acquisition for the Poudre River initiative.

Mayor Pro-Tem Melendez asked if this acquisition has been discussed by the Cache La Poudre Trail Board. Mr. Adams responded it has been discussed in depth, and they wholeheartedly support this step.

Mr. Baker questioned inspection procedures for the property. Ms. Chew responded the \$312,000 is budgeted for staff to inspect the property annually and prepare their report.

Roll call on the vote resulted as follows:

**Yeas – Baker, Thompson, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nayes – None. Motion passed.**

D. COMMUNICATIONS

1. Communications from the Town Attorney

Mr. McCargar reviewed the events of the Colorado High School Mock Trial Competition, and thanked the residents of Weld County for hosting the competition at the Weld County Courthouse. 200+ students participated in the competition; two teams will continue on to the state competition in Golden. Judges provided the students with a look at the inner-workings of the Weld County Court system.

2. Communications from Town Staff

Ms. Chew invited Board Members to stop into Town Hall to meet Trish Chavez, the new Event Coordinator. She also told of pending office relocations within the Parks, Recreation and Culture area. She thanked Mayor Vazquez for attending the Poudre River Forum. Ms. Chew reminded Board Members of two events: 2/20 at the Art and Heritage Center celebrating the Poudre Heritage Alliance, and 2/27 at the CRC – Business Before Hours.

3. Communications from the Town Manager

Mr. Arnold reminded Members 2/17 is President's Day and there will not be a meeting that evening.

4. Communications from Town Board Members

Mayor Vazquez stated a conflict with the next Coffee with the Mayor event. Mayor Pro-Tem Melendez will attend in his place.

Mr. Adams interjected he, Ms. Melendez, and Mr. Arnold will attend the CML Legislative Workshop in Denver on 2/13. He stated past attendance at this event has been very informative and worthwhile.

E. ADJOURN

Mr. Thompson moved to adjourn; Mr. Baker seconded the motion. All members voted yes. The meeting was adjourned at 7:33 p.m.


Deputy Town Clerk