



TOWN BOARD REGULAR MEETING

June 9, 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 7:05 p.m.

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| 1. Roll Call | Mayor | John Vazquez
Myles Baker
Christian Morgan
Jeremy Rose
Kristie Melendez
Robert Bishop-Cotner
Ivan Adams |
| Also present: | Town Manager
Town Attorney
Director of Parks, Recreation and Culture
Town Clerk
Director of Planning
Management Intern
Director of Engineering
Director of Public Works
Associate Planner
Parks & Open Space Manager | Kelly Arnold
Ian McCargar
Melissa Chew
Patti Garcia
Joe Plummer
Kelly Unger
Dennis Wagner
Terry Walker
Paul Hornbeck
Wade Willis |

2. Pledge of Allegiance
Mr. Baker led the Pledge of Allegiance.

In light of recent flooding Mayor Vazquez invited Mr. Arnold to address the community, to explain efforts to mitigate effects of runoff within Windsor. Mr. Arnold spoke at length pinpointing major areas of focus – County Road 13 (County Line Road), Highway 257, Xcel power equipment located at Eastman Park and adjacent to Poudre Heights Subdivision, and 7th Street. He also identified possible solutions to mitigate flooding caused by spring run-off.

Mr. Arnold presented a timeline of runoff flooding and how it unfolds historically. Mr. Wagner diagramed historic runoff and flood volumes at the Poudre River. He defined flow levels at which we can expect low level flooding – 3,000 CFS (cubic feet per second) and high level flooding – 6,000 CFS. Mr. Arnold also clarified that irrigation diversion had not yet begun prior to the flooding event because of higher than average precipitation in 2014.

Major Areas of Focus

County Road 13 (County Line Road)

- Peak flows at or below 3,000CFS
- Monitor shoulders for erosion
- No fill allowed per FEMA floodway guidelines

Highway 257

- Work closely with CDOT to monitor conditions
- Need for traffic signal at intersection of Crossroads and Highway 257
- Monitor sedimentation island west of railroad tracks

Xcel

- Raised transformer boxes out of floodway
- Augment slope at Eastman Park
- Re-examine Franchise Agreement

7th Street & Eastman Park

- 3,000 CFS – flow into south Eastman Park unimproved area

- 4,500 CFS – flow over and close 7th Street
- Evaluate bank erosion since September 2013 flooding

7th Street & River Place Drive

- 3,000 CFS – street flooding begins
- Poudre Heights HOA raised size of outlet box at irrigation lake
- Study culvert installation at 7th Street – would impact conveyance system in Water Valley

As part of the discussion, Mayor Vazquez clarified details of the Engineering study that took place in Water Valley. Mr. Wagner expanded on that study, explaining how a planned spillway works to mitigate flood waters from the Poudre, and differentiated flow levels from Eaton Ditch and the Poudre River. He noted that redirecting a portion of the water from the Eaton Ditch back into the river would represent a minute amount of the total flow, and would have insignificant effect on the river levels.

Proposals for Flood Mitigation

- Augmentation at Eaton Ditch
- Expansion of irrigation channel south of Laku Lakes

The following residents of the Poudre Heights subdivision addressed the Board with their concerns: Debbie Essert, Trevor Timmons, John Boyle, Lisa Geisick, Scott Sandridge and Heath Smith. Each spoke on items of importance including:

- Concern that redirecting Eaton Ditch flows will not mitigate flooding
- Public safety was compromised during flooding by road closures
- Lack of communication from the Town regarding the situation was troubling
- Residents who were “cut off” from the community turned to other municipalities for goods and services, and Windsor lost tax and sales revenues
- Town properties were also impacted by runoff flooding in the area
- The perception of repeat flooding will negatively impact property values
- The Safe Routes to School project may be significantly impacted
- Will there be adequate mitigation of mosquitos and standing water following this event
- Poor signage at detours; with heavy traffic on those routes
- Safety issues along detour routes, particularly at New Liberty and Highway 257
- No “Plan B” to fall back on if primary options fail
- Confusion persists regarding installation of a culvert along 7th Street
- FEMA funds may be available for damage mitigation
- Removal of debris accumulating in the Eaton Ditch should have a higher focus; resident is removing debris when requests for assistance are not answered
- Radial feed power should be addressed, and a second feed line added regardless of cost

The Town Board or staff responded by stating:

- Emergency access to the neighborhood was unchanged and emergency personnel had full access to the homes involved
- The Town empathizes with residents and their frustration, and is committed to evaluating the details of this event and finding solutions to the problems at hand
- The issues with Xcel and power outages were beyond the control of the Town and were requested long ago
- Mosquito control will continue and additional funds be directed to mitigation efforts if warranted
- More research, discussion and information will be gathered before making a complete decision on how to proceed
- Nature often surpasses all the rules and regulations in effect from Federal sources, and even the best design cannot mitigate every situation that will arise
- FEMA regulations demand no actions can impact conditions up or down stream

- Ms. Melendez, as the District 4 representative will attend neighborhood meetings in Poudre Heights and act as a liaison to convey information to residents
- Staff will investigate any sources for grant funding
- Staff will hold debriefing and review of compliance with franchise agreement with Xcel Energy
- Town will expeditiously engage in a study of the ditch and seek out additional storm water engineering data

The Board recessed briefly before continuing with the meeting.

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

Ms. Melendez moved to approve Agenda as presented; Mr. Baker seconded the motion.

Roll call on the vote resulted as follows:

Yeas – Baker, Morgan, Rose, Melendez, Bishop-Cotner, Vazquez (Mr. Adams had not yet taken his seat at the dais)

Nays – None. Motion passed.

4. Board Liaison Reports

- Town Board Member Baker – Water & Sewer Board; Poudre River Trail Corridor Board
Mr. Baker had nothing new from the Water & Sewer Board, as they have not met since his last report. The Poudre River Trail Corridor Board will meet with Windsor staff to discuss motorized vehicles on the trail and ADA requirements, memorial bench guidelines, and trail use by outside groups. There will be considerable cleanup after flooding conditions, and the TrailAthlon was a huge success.
- Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority
Mr. Morgan stated the GWTA discussed signage, formation of a special taxing district, and scheduled trail improvements to be completed by 7/15. PReCAB met 6/3. A design consultant has been hired for Belmont Ridge Park, and designs will be presented later in this meeting. Construction on the park could begin as early as spring of 2015. Education efforts regarding proposed CRC expansion is in full swing.

Mr. Adams rejoined the meeting.

- Town Board Member Melendez – Downtown Development Authority; Chamber of Commerce
Ms. Melendez had nothing new from the DDA. She thanked all who participated in the All-Town BBQ. In place of staff additions, equipment will be added/upgraded. Ms. Melendez elaborated a Flag Day celebration at the American Legion will include a flag retirement ceremony, a flag history ceremony, flag/coloring book give away and luncheon. The event will take place 6/14 from 9-11 a.m. at the American Legion.
- Town Board Member Rose – Clearview Library Board
Mr. Rose reported the Library Board will meet 6/26 at 5:30 p.m.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; North Front Range/MPO alternate
Mr. Bishop-Cotner reported the MPO meeting included a presentation on pollution in Rocky Mountain National Park; flood update; VanGo service report addition of six new vans beginning service starting 6/19; and need for a MOA update for air quality control.
- Town Board Member Adams – Tree Board; Student Advisory Leadership Team (SALT)
Mr. Adams had nothing new from the Tree Board; they will meet 6/24. He added SALT will meet on 6/26.
- Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO

Mayor Vazquez stated the Grand Opening for the Windsor Housing Authority will take place on 6/25. They are working hard to mitigate issues with the solar system. Mr. Plummer clarified the issues have been resolved to his knowledge.

5. Public Invited to be Heard

There was no additional public comment.

B. CONSENT CALENDAR

1. Minutes of the May 27, 2014 Regular Town Board Meeting – M. Lee
2. Report of Bills for May 2014 – D. Moyer

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

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

Nays – None. Motion passed.

C. BOARD ACTION

1. Resolution 2014-32 – A Resolution Approving the Master Plan for the Neighborhood Park Site in the Belmont/Fossil Ridge Subdivision within the Town of Windsor

- Legislative action
- Staff presentation: Wade Willis, Parks and Open Space Manager

Mr. Baker moved to approve Resolution 2014-32; Mr. Bishop-Cotner seconded the motion.

Mr. Willis addressed the Board stating the Birdsall Group has conducted four public meetings regarding the park. Mr. Birdsall also spoke briefly explaining the process followed to date, the unique characteristics of the park topography and the plan for that space, regional trail ties, preferred amenities and desires of the neighborhood, design concepts, irrigation challenges, native landscaping and natural elements of playground themes.

Mr. Baker inquired if there would be electricity at the site. He called this a “great addition” to the community. Mr. Birdsall responded there will be low level bollard lighting on a timer, to create a low impact on the surrounding neighborhood. Ms. Melendez inquired how big the park is, and how many homes will be serviced by this park. Mr. Birdsall clarified it is just over six acres, and Mr. Ron Steinbach, President of the Highland Ridge HOA estimated it will serve in the area of 280+ homes. Mr. Morgan asked what variety of grass will be used. Mr. Willis responded it is too early in the planning process to have specifics, but water conservation will be a consideration since non-potable irrigation is not available at this site.

Mr. Steinbach spoke stating the he likes the park, and it has been ten years since the park land was deeded to the Town. Neighbors like the lighting concept and are anxious to have the park completed. Mr. Mark Betz, a resident of the neighborhood addressed the Board stating strong support for the park and its hybrid design. Mr. Willis pointed out extremely successful social media campaigns to inform residents of this process.

Roll call on the vote resulted as follows:

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

Nays – None. Motion passed.

2. Resolution 2014-33 – A Resolution Approving the Name of the Neighborhood Park Site in the Belmont/Fossil Ridge Subdivision within the Town of Windsor, Colorado

- Legislative action
- Staff presentation: Wade Willis, Parks and Open Space Manager

Mr. Bishop-Cotner moved to approve Resolution 2014-33; Mr. Baker seconded the motion.

Mr. Willis reported PReCAB passed Resolution 2014-PRC05 to name the park Coyote Gulch Park. He briefly recapped the subdivision processes that have taken place in the area, noting Coyote Gulch was chosen to represent the entire area and not draw focus to any one subdivision.

Ms. Melendez asked if residents were in agreement with the name selection. Mr. Willis stated there was no definitive winner from the choices. He clarified that traditionally PReCAB forwards their name selection to the Board for consideration. Mr. Morgan stated this choice is inclusive of all neighborhoods, and he believes the process was very fair.

Roll call on the vote resulted as follows:

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

Nayes – None. Motion passed.

3. Site Plan Presentation – Highlands Industrial Park Subdivision, Second Filing, Lot 2, Block 3 Site Plan (AP Restoration , 4487 Bents Drive) – Jeff Mauck, MBM Development, LLC, applicant / Randal King, King Contracting, LLC, applicant’s representative

- Staff presentation: Paul Hornbeck, Associate Planner

Mr. Hornbeck began by stating AP Restoration in Highlands Industrial Park will be reviewed administratively. He reviewed the location, zoning, size, proposed uses, landscaping and building elevations.

Mr. Tim Bement, of MBM Development spoke briefly clarifying parking needs vary during different phases of their operations. He told the Board operations are expanding in Windsor. He explained they are an emergency based services company, and parking needs are unpredictable. Mr. Arnold inquired if vehicles will be parked/stored on site, or if they are taken home daily by employees. Mr. Bement noted occasional training events bring more vehicles to the site as well.

D. COMMUNICATIONS

1. Communications from the Town Attorney
Mr. McCargar had nothing to add at this time.
2. Communications from Town Staff
There were no additional communications from staff.
3. Communications from the Town Manager
Mr. Arnold reported summer programs are in full swing. He spoke of a recent local car show, and of discussions to take place with the organizer of the event to see if future shows will require modifications.
4. Communications from Town Board Members

E. ADJOURN

Mr. Adams moved to adjourn; Mr. Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Morgan, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – None. Meeting was adjourned at 9:29 p.m.


Deputy Town Clerk