



**TOWN BOARD REGULAR MEETING**  
September 28, 2015 - 7:00 P.M.  
Town Board Chambers  
301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

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MINUTES

A. CALL TO ORDER

Mayor Vazquez called the regular meeting to order at 7:28 p.m.

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|--------------|------------------------|--|
| 1. Roll Call | Mayor<br>Mayor Pro Tem | John Vazquez<br>Myles Baker<br>Christian Morgan<br>Jeremy Rose<br>Robert Bishop-Cotner<br>Ivan Adams<br>Kristie Melendez |
|              | Absent                 |  |

Also Present:	Town Attorney Town Clerk/Assistant to Town Manager Director of Finance Chief of Police Director of Engineering Manager of Parks and Open Space Assistant Town Attorney/Town Prosecutor Deputy Town Clerk	Ian McCargar Patti Garcia Dean Moyer John Michaels Dennis Wagner Wade Willis Kim Emil Krystal Eucker
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2. Pledge of Allegiance  
Town Board Member Rose 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 Baker motioned to approve the agenda as presented. Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Rose, Morgan, Bishop-Cotner, Adams, Vazquez; Nays- None; Motion passed.**
4. Board Liaison Reports
  - Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate  
Mayor Pro Tem Baker had no report.
  - Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority  
Town Board Member Morgan had no report for Parks, Recreation and Culture.  
Mr. Morgan reported the Great Western Trail Authority is seeking a candidate from the Severance area to fill a vacancy on the board.
  - Town Board Member Melendez – Downtown Development Authority; Chamber of Commerce  
Absent-No Report

- Town Board Member Rose – Clearview Library Board  
Town Board Member Rose had no report.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission  
Town Board Member Bishop-Cotner had no report.
  - Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board  
Town Board Member Adams reported the Tree Board is working on the 2016 Arbor Day poster and poetry contest with the theme for the posters being “Trees, Today and Forever.” Discussion also took place regarding the 5K and tree sale.
  - Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO  
Mayor Vazquez had no report.

5. Invited to be Heard

Mayor Vazquez opened the meeting for public comment.

Danny Horner, 556 Lakewood Ct., Windsor, CO

Mr. Horner addressed the Town Board regarding a revision to town ordinance allowing golf carts on town’s street.

Mr. Adams stated this was discussed years ago in length. Speed limits were an issue as well as crossing highways. Mr. Adams feels it should be looked at again and see if there are any solutions.

Mr. Baker stated existing policy requires a driver’s license to operate electronic vehicles.

Town Board Member Morgan is in favor of bringing the idea to work session as well as Town Board Member Rose.

Town Board Member Bishop-Cotner is not in favor of further discussion at a work session.

Mr. Vazquez stated future discussion will take place at a work session with at least four board members in favor of discussing the issue further.

Chief Michaels stated they will bring more information to the scheduled work session including if the driver’s license requirement is a municipal or state requirement.

B. CONSENT CALENDAR

1. Minutes of the August 24, 2015 Regular Town Board Meeting – K. Eucker
2. Report of Bills August 2015 – D. Moyer

**Town Board Member Adams motioned to approve the Consent Calendar as presented; Town Board Member Bishop-Cotner seconded the motion. Roll Call on the vote as follows: Yeas –Baker, Rose, Morgan, Bishop-Cotner, Adams, Vazquez; Nays- None; Motion passed.**

C. BOARD ACTION

1. Ordinance No. 2015-1506 – An Ordinance Repealing Article XII of Chapter 2 of the Windsor Municipal Code Concerning Conduct of Municipal Mail Ballot Elections
  - First reading
  - Legislative action
  - Staff presentation: Patti Garcia, Town Clerk/Assistant to Town Manager

**Mayor Pro Tem Baker motioned to approve Ordinance No. 2015-1506 – An Ordinance Repealing Article XII of Chapter 2 of the Windsor Municipal Code Concerning Conduct of Municipal Mail Ballot Elections; Town Board Member Morgan seconded the motion.**

Town Clerk Patti Garcia presented an ordinance for second reading regarding the conduct of mail ballot elections. Adoption of this ordinance will create a better and more efficient election process for the next election in April, 2016. It creates an opportunity for the first date to circulate petition nominations to be January 5, 2016 and petitions will be due January 25, 2016. Staff recommends approval of the ordinance.

**Roll Call on the vote as follows: Yeas –Baker, Rose, Morgan, Bishop-Cotner, Adams, Vazquez; Nays- None; Motion passed.**

2. Financial Report August 2015
  - Staff presentation: Dean Moyer, Director of Finance

Director of Finance Dean Moyer provided a financial summary for August 2015.

- Record high gross sales tax collection for the single month of August at \$680,566.
- Year to date gross sales tax increased 5.38% from August 2014.
- Single Family Residential building permits are at 210 through August as opposed to 176 in August of 2014.
- Notification of assessed valuation increased to \$73,307,170 over previous valuation.
- Sales, use and property tax have exceeded benchmark through August 2015.
- CRC tax collected \$159,639 in August of 2015.
- With the current pace of the 3.2% sales tax collection, \$8.5 million should be collected this year.
- Total budget is at 41%.

#### D. COMMUNICATIONS

1. Communications from the Town Attorney  
Mr. McCargar viewed a video of the City of Fort Collins consideration of the Town of Windsor's request for a meeting regarding automobile dealerships in the CAC / I-25 Corridor. The City of Fort Collins is interested in having a meeting with the Town of Windsor.
3. Communications from Town Staff  
Chief Michaels stated the Drug Take Back Day was a success with 242 pound of prescription drugs collected and turned over to the DEA.

Mr. Moyer reminded the Town Board of the Budget retreat on October 10, 2015 at the Community Recreation Center beginning at 7:30.

Ms. Garcia reminded the Town Board the of the CML District 2 meeting next week in Severance.

Mr. Willis presented the archway sign design for the cemetery entrance. Staff is in favor of flat black for the metal lattice and lettering with aluminum pelicans.

Mr. Adams inquired about lighting,

Mr. Willis stated there is an option to do lighting but there is no electrical to the site.

Mr. Morgan inquired if the placement would make it difficult to see the sign.

Mr. Willis stated they would be working around the vegetation to make sure there was no obstruction to the sign.

Mr. Vazquez inquired if wrought iron is an option for materials.

Mr. Willis stated he would check into different materials.

Mr. Baker inquired if the lettering size could be increased as it looks a little small.

Mr. Willis stated it should be visible driving by as the letters are 12" inches.

4. Communications from the Town Manager  
None

5. Communications from Town Board Members  
None

E. ADJOURN

**Town Board Member Adams motioned to adjourn; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Baker, Rose, Morgan, Bishop-Cotner, Adams, Vazquez; Nays- None; Motion passed.**

The meeting was adjourned at 7:59 p.m.



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Krystal Eucker, Deputy Town Clerk