

TOWN OF WINDSOR, CO
TOWN BOARD REGULAR MEETING
Monday, April 26, 2010 - 7:00 P.M.
Town Board Chambers – 301 Walnut Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

1. Roll Call

Mayor Vazquez called the regular meeting of the Windsor Town Board to order on Monday, April 26, 2010 at 7:00 p.m. in the Board Room at Town Hall, 301 Walnut Street, Windsor, CO.

The following Town Board members were present: Mayor John Vazquez
Matthew O'Neill
Robert Bishop-Cotner
Mike Carrigan
Kristie Melendez
Jon Slater
Don Thompson

Also present: Town Attorney Ian McCargar
Town Manager Kelly Arnold
Director of Finance Dean Moyer
Director of Engineering Dennis Wagner
Director of Planning Joe Plummer
Director of Public Works Terry Walker
Town Clerk Patti Garcia

2. Pledge of Allegiance

Town Board Member Carrigan 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 Vazquez requested to move Town Board Item C.2., Proclamation Appointing and Affirming Local Board and Commission Service by Current and Former Town Board Members, to be read prior to the Board Liaison reports to allow for the newly appointed members to provide their reports.

Town Board Member Slater motioned to approve the agenda as amended; Town Board Member O'Neill seconded the motion. Roll call on the vote resulted as follows:

Yeas – Bishop-Cotner, Carrigan, O'Neill, Melendez, Slater, Thompson, Vazquez

Nays – None. Motion carried.

C.2. Proclamation Appointing and Affirming Local Board and Commission Service by Current and Former Town Board Members – J. Vazquez

Mayor Vazquez read the Proclamation appointing Advisory Board Liaisons.

4. Board Liaison Reports

- Chamber of Commerce – Town Board Member Melendez
No report.
- Historic Preservation Commission; Planning Commission Alternate – Town Board Member Bishop-Cotner
Town Board Member Bishop-Cotner reported the Historic Preservation Commission (HPC) had toured the First United Methodist Church and noted the restoration projects; the summer program for the HPC will include a tour of churches in the community.
- Cache La Poudre Trail Board - Town Board Member Melendez
No report.
- Water and Sewer Board – Town Board Member Carrigan
No report.
- Library Board; Planning Commission; 2010 Census Complete Count; NFR/MPO Alternate – Town Board Member O’Neill
Town Board Member O’Neill reported the Planning Commission approved an amendment to the land use of the Town’s comprehensive plan for the east third of the Tacinca annexation. Mr. O’Neill thanked everyone who supported and got the word out to get the Census forms completed and turned in as the Complete Count report provided that Windsor was at 82% return.

Town Manager Arnold inquired as to the status of the land use report being generated by the City of Greeley regarding the O Street rail corridor as the Planning Commission had a work session on the report last week. Planning Director Plummer confirmed the report had been discussed by the Planning Commission. Mr. Arnold requested that comments from the Planning Commission be provided to the Town Board.

- Tree Board; Windsor Housing Authority – Town Board Member Slater
Town Board Member Slater reported the Tree Board did a final wrap up of the Arbor Day celebration including thank you letters to the sponsors of the event. Mr. Slater also noted the contribution of posters and poems from area students as evidenced by the Contest Recognition on the agenda.
- Parks & Recreation Board – Town Board Member Thompson
Mr. Thompson noted a vacancy on the Parks & Recreation Advisory Board which needs to be filled.
- North Front Range/MPO; Youth Advisory Board - Mayor Vazquez
Mayor Vazquez noted the MPO would be meeting the first Thursday in May. The Youth Advisory Board has planned a beach party at Water Valley; Tara

Fotsch is the liaison and working with the youth. Mr. Vazquez also noted that the Youth Advisory Board is being consolidated with the Windsor Student Leadership Council.

5. Arbor Day Poster Contest Recognition

Mayor Vazquez and Allison Stoven O'Conner, Tree Board President, acknowledged the students who received Arbor Day Poster and Poetry awards.

B. CONSENT CALENDAR

1. Minutes of the April 12, 2010 Regular Town Board Meeting – P. Garcia
 2. Special Events Permit – Windsor Rotary Club of Windsor, Pelican Fest – P. Garcia
- Town Board Member Slater motioned to approve the Consent Calendar as presented; Town Board Member O'Neill seconded the motion. Roll call on the vote resulted as follows:**
- Yeas – Bishop-Cotner, Carrigan, O'Neill, Melendez, Slater, Thompson, Vazquez**
Nays – None. Motion carried.

C. BOARD ACTION

1. Resolution Appointing Matthew O'Neill to Serve as the Mayor Pro-Tem of the Town of Windsor, Colorado – J. Vazquez (Resolution No. 2010-24)
Town Board Member Slater motioned to approve Resolution No. 2010-24; Town Board Member Bishop-Cotner seconded the motion.

Mayor Vazquez reported that he does not play a role in the selection of the Mayor Pro-Tem, it is done by the Town Board as a whole to determine who it should be. Mayor Vazquez stated that Mr. O'Neill was recommended unanimously by his colleagues.

Roll call on the vote resulted as follows:

Yeas – Bishop-Cotner, Carrigan, O'Neill, Melendez, Slater, Thompson, Vazquez
Nays – None. Motion carried.

2. Proclamation Appointing and Affirming Local Board and Commission Service by Current and Former Town Board Members – J. Vazquez
Agenda amended and item moved to follow Item A.3.
3. Liquor License Renewal – DOW, Inc. dba Duke of Windsor, Tavern License – P. Garcia & D. Moyer
Town Board Member Slater motioned to approve the Liquor License Renewal for the Duke of Windsor; Mayor Pro-Tem O'Neill seconded the motion.

Town Clerk Garcia noted that renewal was listed as an action item as an infraction of failure to pay sales tax was listed on the Finance Department report. Director of Finance Moyer stated the account has been current since the suspension and that the sales tax license had been renewed. Chief of Police Micheals noted that the only infraction in 2009 was the suspension of the license due to failure to pay sales tax.

Roll call on the vote resulted as follows:

**Yeas – Bishop-Cotner, Carrigan, O’Neill, Melendez, Slater, Thompson,
Vazquez
Nays – None. Motion carried.**

4. A Resolution Approving and Adopting the November, 2009, Town of Windsor Potable Water Master Plan, and Confirming Exceptions Thereto – D. Wagner (Resolution No. 2010-25)

Mayor Pro-Tem O’Neill motioned to approve Resolution No. 2010-25; Town Board Member Bishop-Cotner seconded the motion.

Director of Engineering Wagner reported on the resolution noting that Clear Water Solutions created the potable water master plan in 2009 with input from town staff, the Water & Sewer Board and the Town Board. The purpose of the plan is to provide the information needed to make decisions related to the Town’s water portfolio. The plan was created in conjunction with other master plans within the Town of Windsor. Mr. Wagner noted the key findings and recommendations that were listed and addressed in his memorandum.

Mr. Wagner addressed a question from Mayor Vazquez regarding the focus of the plan related to developers and the construction community. Mr. Wagner stated that it is focused at the developers and new subdivisions coming in. Town Manager Arnold also noted that the Town had received a grant to conduct a water rate study; once completed two models will be brought before the Town Board, one will include NISP, the other will not. The rate study will address how the rates cover operating and infrastructure needs.

Roll call on the vote resulted as follows:

**Yeas – Bishop-Cotner, Carrigan, O’Neill, Melendez, Slater, Thompson,
Vazquez
Nays – None. Motion carried.**

Town Board Member Slater noted the item “Public Invited to be Heard” was not included on the agenda.

Town Board Member Slater motioned to open the meeting for “Public Invited to be Heard”; Mayor Pro-Tem O’Neill seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Bishop-Cotner, Carrigan, O’Neill, Melendez, Slater, Thompson,
Vazquez
Nays – None. Motion carried.**

Jared and Ashley Schwader addressed the Town Board and requested a change in the municipal code to permit the raising of backyard chickens. Mr. Schwader provided a packet of information to the Town Board regarding the topic.

The Town Board will address the topic of chickens at a future work session.

D. COMMUNICATIONS

1. Communications from the Town Attorney
Town Attorney McCargar noted his update to the Town Board last week regarding the status of the Pino case and also reminded the Board of the Executive Session following the regular meeting.
2. Communications from Town Staff
Engineering – Director of Engineering Wagner reported that the bid opening for the round-about at 3rd & Eastman Park Drive would be held on Wednesday.
3. Communications from the Town Manager
No report.
5. Communications from Town Board Members
No report.

E. EXECUTIVE SESSION

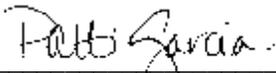
An executive session pursuant Section 24-6-402 (4) (e) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; Interstate 25 and Highway 392 interchange – K. Arnold

**Mayor Pro-Tem O'Neill motioned to go into an executive session pursuant Section 24-6-402 (4) (e) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; Interstate 25 and Highway 392 interchange; Board Member Slater seconded the motion. Roll call on the vote resulted as follows:
Yeas – Bishop-Cotner, Carrigan, O'Neill, Melendez, Slater, Thompson, Vazquez
Nays – None. Motion carried.**

Upon returning to the regular meeting, Mayor Vazquez advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law, such concerns should now be stated. Hearing none the regular meeting resumed.

F. ADJOURN

Upon a motion duly made, the meeting was adjourned.



Patti Garcia, Town Clerk