



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Town Council

Tuesday, April 9, 2024

6:30 PM

Council Chambers

Link to Watch Live or Comment Virtually: <https://bit.ly/TownCouncil2ndTuesday2024>

I. Call Meeting to Order and Pledge of Allegiance

Mayor Brooks called the meeting to order at 6:32 p.m.

II. Roll Call

Councilor Bell arrived at 6:45 p.m.

Present: 7 - Mayor Brooks, Mayor Pro Tem Loflin, Council Member Baer, Council Member Bell, Council Member Harrison, Council Member Hoback, and Council Member Sawusch

III. Approval of the Agenda

Councilor Hoback requested that Item 24-180; be moved to General Business. Mayor Brooks asked that item 24-185 also be moved to General Business.

Council Member Hoback made a motion to approve the amended agenda. Council Member Harrison seconded the motion. The motion passed by the following vote at 6:34 p.m.

Ayes 6 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Harrison
Council Member Hoback
Council Member Sawusch

Absent 1 - Council Member Bell

IV. Consent Agenda

[24-198](#) Approval of the March 26, 2024, Town Council Meeting Minutes

Attachments: [03-26-2024 Town Council Minutes](#)

[24-166](#) A Resolution of the Town Council of the Town of Erie Appointing Jeffrey Howard Cahn as an Assistant Municipal Judge of the Erie Municipal Court

A Resolution of the Town Council of the Town of Erie Appointing David

J. Thrower as an Assistant Municipal Judge of the Erie Municipal Court

Attachments: [Resolution 24-053](#)

[Resolution 24-054](#)

[24-190](#)

A Resolution of the Town Council of the Town of Erie Appointing Hoffmann, Parker, Wilson & Carberry, P.C. as the Town's Municipal Prosecutor

Attachments: [Resolution 24-060](#)

[24-167](#)

An Ordinance of the Town Council of the Town of Erie Repealing and Reenacting Section 1-4-14 of the Erie Municipal Code Regarding the Sealing of Municipal Court Records

Attachments: [Ordinance 013-2024](#)

[24-180](#)

A Resolution of the Town Council of the Town of Erie Approving the First Amendment to the Development Agreement for Erie Highlands Filing 16

Attachments: [Resolution No. 24-056](#)

[Erie Highlands Filing 16 Amended Development Agreement](#)

[Staff Presentation](#)

This item was pulled from the Consent Agenda and placed under General Business by Council Member Hoback.

[24-181](#)

A Resolution of the Town Council of the Town of Erie Approving the New Consolidated Lower Boulder Reservoir and Ditch Company, Northern Colorado Water Conservancy District, and Town of Erie Overflow Pipeline Modification and Crossing License Agreement

Sponsors: Public Works

Attachments: [Resolution 24-057](#)

[License Agreement](#)

[24-189](#)

A Resolution of the Town Council of the Town of Erie Approving an Amendment to the Professional Services Agreement with Armstrong Consultants, Inc. for the Taxiway A and Apron Rehabilitation

Attachments: [Resolution 24-059](#)

[Armstrong PSA Amendment 2](#)

[24-185](#)

An Ordinance of the Town Council of the Town of Erie Adopting the Purchasing Policy, and Adding a Reference to the Purchasing Policy to the Erie Municipal Code

Attachments: [Ordinance 015-2024](#)
[Revised Purchasing Policy](#)

This item was pulled from the Consent Agenda and placed under General Business by Mayor Brooks.

[24-188](#)

A Resolution of the Town Council of the Town of Erie Approving the Permanent Easement Agreements Between Anderson South Farm LLC, Hunt Brothers Properties, Inc., 833, LLC, Michael J. Behl, Farfrumwurkin, LLLP and the Town of Erie

Sponsors: Public Works

Attachments: [Resolution 24-058](#)
[Permanent Easement Agreements](#)

[24-194](#)

Climate Emergency Proclamation

Attachments: [Climate Emergency Proclamation](#)

Mayor Pro Tem Loflin made a motion to approve the Consent Agenda. Council Member Hoback seconded the motion. The motion passed by the following vote at 6:35 p.m.

Ayes 7 - Mayor Brooks
 Mayor Pro Tem Loflin
 Council Member Baer
 Council Member Bell
 Council Member Harrison
 Council Member Hoback
 Council Member Sawusch

V. Public Comment On Non-Agenda and Consent Items only.

Mayor Brooks read the Public Comment rules and opened Public Comment at 6:37 p.m.

The following spoke:

1. Tony Prater spoke about installing a stop sign at Moffat and County Line Road.

With no additional speakers in person or online virtually, Mayor Brooks closed Public Comment at 6:38 p.m.

VI. General Business

[24-180](#)

A Resolution of the Town Council of the Town of Erie Approving the

First Amendment to the Development Agreement for Erie Highlands
Filing 16

Attachments: [Resolution No. 24-056](#)
[Erie Highlands Filing 16 Amended Development Agreement](#)
[Staff Presentation](#)

Austin Flanagan-Pierce, Town Attorney, introduced the item at 6:40 p.m.

Malcolm Fleming, Town Manager, and Harry Brennan, Senior Planner,
addressed questions brought up by Council Members.

**Council Member Baer made a motion to continue this item to April 23, 2024.
Mayor Pro Tem Loflin seconded the motion. The motion passed by the following
vote at 6:48 p.m.**

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Bell
Council Member Harrison
Council Member Hoback
Council Member Sawusch

[24-185](#)

An Ordinance of the Town Council of the Town of Erie Adopting the
Purchasing Policy, and Adding a Reference to the Purchasing Policy to
the Erie Municipal Code

Attachments: [Ordinance 015-2024](#)
[Revised Purchasing Policy](#)

Malcolm Fleming, Town Manager, introduced the item at 6:49 p.m.

Sara Hancock, Finance Director, spoke about the details and changes in
the Purchasing Policy.

**Council Member Sawusch made a motion to approve Ordinance 015-2024 and the
amended Purchasing Policy. Council Member Bell seconded the motion. The
motion passed by the following vote at 7:03 p.m.**

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Bell
Council Member Harrison
Council Member Hoback
Council Member Sawusch

[24-196](#)

Presentation of 90 Second Celebration Video

Melissa Wiley, Deputy Town Manager, introduced the item at 7:08 p.m.

Levi Moser, Recreation Supervisor Programs-Parks and Recreation,

introduced Brandon Grasmick, Recreation Coordinator-Special Events, and a video celebrating his accomplishment of receiving 30 Under 30 National Award.

[24-187](#) Bi-Monthly Vector Air Airport Report

Attachments: [Bi-Monthly Report](#)

Jason Hurd, Airport Manager, presented his bi-monthly report and answered questions at 7:13 p.m.

[24-178](#) PUBLIC HEARING: A Resolution of the Town Council of the Town of Erie Approving a Special Review Use for 675 Moffat Street

Attachments: [Staff Report](#)

[Staff Presentation](#)

[Applicant Presentation](#)

[Resolution No. 24-055](#)

[PC Resolution](#)

[PC Meeting Minutes 3-20-24](#)

[Combined DRT Comments](#)

[Proposed SRU](#)

[Application and Narrative](#)

[Additional Application Materials](#)

[Neighborhood Meeting Notice and Summary](#)

[Public Notice Affidavits](#)

Mayor Brooks opened the Public Hearing at 7:17 p.m.

Harry Brennan, Senior Planner, presented the item at 7:18 p.m.

Nathan & Sara Hull, applicants, presented their proposal at 7:23 p.m.

The following spoke:

1. Tony Prater

Mayor Brooks closed the Public Hearing at 7:44 p.m.

Council Member Sawusch made a motion to approve Resolution 24-055. Council Member Bell seconded the motion. The motion passed by the following vote at 7:50 p.m.

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Bell
Council Member Harrison
Council Member Hoback
Council Member Sawusch

[24-191](#) An Ordinance of the Town Council of the Town of Erie Establishing the Town's Election Districts

Attachments: [Ordinance for Home Rule Districting Plan 1](#)
[Map Districting Plan 1](#)
[Ordinance for Home Rule Districting Plan 2](#)
[Map Districting Plan 2](#)
[Districting Survey Comments](#)

Amy Teetzel, Director of Administrative Services & Operations, presented the item at 7:51 p.m.

Council Member Bell made a motion to approve Ordinance 014-2024 for Plan 2. Council Member Hoback seconded the motion. The motion passed by the following vote at 8:14 p.m.

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Council Member Baer
Council Member Bell
Council Member Harrison
Council Member Hoback
Council Member Sawusch

VII. Staff Reports

[24-186](#) 2023 Police Annual Report

Attachments: [2023 Annual Report](#)

VIII. Council Member Reports and Announcements

Council Members spoke about Arbor Day/Earth Day at Erie Community Park on April 27th, Congratulations to Brandon Grasmick for his award, Congratulations to staff who worked on Town Center Project, Representative Neguse issued a large check to the Mayor and Council Member Baer to help out with the Colorado 7, and Professor Ashley Lawrence would like to hear from community members to hear untold stories of black/indigenous/people of color.

Mayor Pro Tem Loflin made a motion to go into Executive Session. Councilor Baer seconded the motion. The motion passed by the following vote at 8:16 p.m.

Mayor Brooks stated that the meeting would adjourn following the Executive Session.

IX. Executive Session

[24-200](#)

EXECUTIVE SESSION to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), and to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property, pursuant to C.R.S. § 24-6-402(4)(a), regarding the possible purchase of property for open space.

X. Adjournment

Approved _____
Mayor

Attest _____
Town Clerk