



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, December 14, 2021

6:30 PM

Hybrid/Board Room

<https://bit.ly/1214BOT>

I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Carroll called the meeting to order at 6:31 p.m.

II. ROLL CALL

Present: 5 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid

Absent: 1 - Trustee Loflin

III. APPROVAL OF AGENDA

Trustee Bell made a motion to approve the agenda. Mayor Pro Tem seconded the motion. The motion passed by the following vote at 6:32 p.m.

Ayes 5 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid

Absent 1 - Trustee Loflin

IV. APPOINTMENT OF NEW BOARD OF TRUSTEES MEMBER

[21-536](#)

Motion to Appoint Justin Brooks as Board of Trustee Member to fill a vacancy until April 5, 2022

Attachments: [Oath of Office-Trustee Brooks](#)

Heidi Leatherwood, Town Clerk, administered the Oath of Office to the Town's new Trustee, Justin Brooks at 6:35 p.m.

Mayor Pro Tem Haid made a motion to go into Executive Session. Trustee Bell seconded the motion. The motion passed by the following vote at 6:36 p.m.

Trustee van Woudenberg made a motion to approve the appointment of Justin Brooks to the Board of Trustees. Trustee Bell seconded the motion. The motion passed by the following vote at 6:34 p.m.

- Ayes** 5 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid

- Absent** 1 - Trustee Loflin

Mayor Pro Tem Haid made a motion to go into Executive Session. Trustee Bell seconded the motion. The motion passed by the following vote at 6:35 p.m.

- Ayes** 5 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Brooks

- Absent** 1 - Trustee Loflin

V. EXECUTIVE SESSION

22-03

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), concerning the Regency property.

The time is 7:26 p.m. and the Executive Session has ended.

The Mayor read for the record, "If any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Seeing none, the next item is approval of the Consent Agenda."

VI. CONSENT AGENDA21-519

Approve the Board of Trustee Meeting Minutes from the following meetings:

- November 2, 2021 Special Meeting
- November 9, 2021 Regular Meeting
- November 30, 2021 Special Meeting

Attachments: [November 2, 2021 BOT Special Meeting Minutes](#)
[November 9, 2021 BOT Meeting Minutes](#)
[November 30, 2021 BOT Special Meeting Minutes](#)

21-474

An Ordinance of the Board of Trustees of the Town of Erie Disconnecting a Parcel of Land Located at the Intersection of Baseline Road and County Line Road

Attachments: [Ordinance 36-2021](#)
[Exhibit B](#)

21-481

A Resolution of the Board of Trustees of the Town of Erie Establishing and Certifying the Property Taxes for the Town of Erie, Colorado, in Weld County and in Boulder County for 2021, to be Collected in 2022

Attachments: [Resolution 21-165](#)

[21-496](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement with CentralSquare Solutions for Community Development and Enterprise Asset Management Software

Attachments: [Resolution 21-152](#)
[2021 Erie, CO CentralSquare Solutions Agreement \(Com Dev & EAM\)](#)
[SIGNED](#)

[21-497](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the 2022 Amendments to the Town of Erie Standards and Specifications for Design and Construction of Public Improvements

Attachments: [Resolution 21-158](#)
[Proposed Updates](#)

[21-512](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement Related to the Installation and Maintenance of Stormwater Facilities Necessary for the Parkdale Development

Attachments: [Resolution 21-154](#)
[Erie-CDOT PWQ IGA](#)
[Parkdale Metro Dist Reimbursement Agreement](#)
[Location Map](#)
[IGA Exhibit A](#)

[21-514](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Services Agreement with KG Facility Solutions, Inc. for 2022 Janitorial Services

Attachments: [Resolution 21-156](#)
[Agreement](#)

[21-515](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Funding Agreement with Boulder County

Attachments: [Resolution 21-155](#)
[IGA](#)
[Resolution 21-024 and Letter of Support](#)

[21-517](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Agreement with Boulder County Community Services for a Dedicated Co-Responder

Attachments: [Resolution 21-157](#)
[Intergovernmental Agreement Form 3-2020 \(COVID-19\) - Town of Erie co-responder services 2022.docx](#)
[Exhibit A Statement of Work.docx](#)

[21-521](#)

Attachments: [Resolution 21-159](#)
[Lease Agreement](#)

[21-522](#) **A Resolution of the Board of Trustees of the Town of Erie Approving the Redistribution of Funds to the Downtown Erie Business Association in the amount of \$3,600 for the Use of Holiday Special Event Activities.**

Attachments: [Resolution 21-160](#)
[Invoice DEBA 1](#)
[Invoice DEBA 2](#)
[Invoice DEBA 3](#)

[21-528](#) **A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for the Sunset Filing No. 1 Subdivision**

Attachments: [Resolution No. 21-161](#)
[Sunset Filing No. 1 Final Plat](#)
[Development Agreement](#)

[21-530](#) **A Resolution of the Board of Trustees of the Town of Erie Approving a Detention Pond Easement Agreement with FS Erie Estates, LLC**

Attachments: [Resolution No. 21-163](#)
[Easement Agreement](#)

21-531**A Resolution of the Board of Trustees of the Town of Erie
Approving a Gas Line Easement Agreement with FS Erie
Estates, LLC**

Attachments: [Resolution No. 21-164](#)
[Easement Agreement](#)

Trustee van Woudenberg made a motion to approve the Consent Agenda.
Trustee Brooks seconded the motion. The motion passed by the following
vote at 7:27 p.m.

Ayes 6 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Brooks

Absent 1 - Trustee Loflin

VII. PUBLIC COMMENT AND NON-AGENDA ITEMS

Mayor Carroll read the Public Comment Rules and Opened Public
Comment at 7:29 p.m. with the following speakers:

1. Sandra Duggan spoke about Oil and Gas regulations.
2. Liz Fisher spoke about stronger reverse setbacks.
3. Josh Mangiagili spoke about the Oil and Gas regulations.
4. Dan Burkhardt spoke about Oil and Gas regulations.
5. Brian Dolan spoke about Oil and Gas regulations.

With no further speakers, Public Comment closed at 7:46 p.m.

VIII. GENERAL BUSINESS

21-525

Attachments: [41-2021 Ordinance 41-2021 amending Section 10-6-14 of the Unified Development Code](#)
[Ordinance amending Section 10-6-14 of the Unified Development Code, with changes from previous draft redlined](#)
[Staff Report](#)
[Planning Commission Resolution P21-20](#)
[Planning Commission 17 November 2021 meeting minutes](#)
[Presentation of Revised Ordinance 10-6-14 of UDC](#)
[Public Comments](#)
[2021.12.13 FINAL Town of Erie Letter- Public Comment received Dec 13, 2021](#)
[PH Comments for Oil and Gas as of 3 p.m. Dec 14, 2021](#)

The Public Hearing opened at 7:47 p.m.

David Frank, Energy & Environmental Program Specialist, presented the item at 7:47 p.m.

The following people spoke:

1. Jake Rieder

Note: The board recognized that those who spoke during Public Comment were addressing this Public Hearing. Those comments were officially entered into the record for the Oil and Gas Public Hearing.

Public Comment closed at 8:33 p.m.

Trustee van Woudenberg made a motion to approve the Ordinance. Mayor Pro Tem Haid seconded the motion. The motion passed by the following vote at 8:48 p.m.

Ayes 6 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Brooks

Absent 1 - Trustee Loflin

[21-435](#)**An Ordinance of the Board of Trustees of the Town of Erie Amending Chapter 5 of Article 2 of the Erie Municipal Code, to Modify the Town's Impact Fees**

Attachments: [Ordinance 33-2021](#)
[Consultant Fee Study](#)
[Consultant PowerPoint](#)

After Mayor Carroll asked for clarification from Austin Pierce Flanagan, Town Attorney, this item was changed to a Public Hearing.

The Public Hearing opened at 8:49 p.m.

Victoria Runkle, Finance Director, and Carson Bise, Consultant from TischlerBise, provided a presentation at 8:52 p.m.

Austin Pierce Flanagan, Attorney, spoke at 9:10 p.m. indicating that this item did not require a Public Hearing

The Mayor then closed the Public Hearing at 9:11 p.m.

Trustee Harrison made a motion to approve the Ordinance. Trustee van Woudenberg seconded the motion. The motion passed by the following vote at 9:29 p.m.

Ayes 6 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Brooks

Absent 1 - Trustee Loflin

IX. STAFF REPORTS[21-503](#)

Energy Action Plan 2.0 Completion Report

Attachments: [Executive Summary](#)
[Plan](#)
[Final Review Comments](#)

[21-498](#)

Public Works Monthly Report

Attachments: [Monthly Report](#)

X. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Board Members spoke about the Coal Creek Park Ground Breaking Ceremony, Erie Highlands traffic concerns, EV usage at the recreation center, Denver Broncos, Army/Navy football game and Parade of Lights. Congratulations to the Erie Tigers for making it to the State Game. Upcoming items include: Police Officer Swearing In, Trustee Gippe's award presentation in January 2022, Optimist Club Giving Tree, filling stockings at Sweets and Erie food bank. Happy Holidays.

Mayor Carroll adjourned the meeting at 9:46 p.m.

XI. ADJOURNMENT

Approved: *Janice Carroll*
Mayor

Attested: *[Signature]*
Town Clerk