



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, May 14, 2019

6:30 PM

Board Room

STUDY SESSION 6:00 PM IN THE COMMUNITY ROOM

AGENDA FOR THE STUDY SESSION IS A DISCUSSION OF THE REGULAR MEETING
AGENDA BELOW

REGULAR MEETING 6:30 PM IN THE BOARD ROOM

I. CALL MEETING TO ORDER

Madam Mayor Carroll called the May 14, 2019 Regular Board of Trustees Meeting to order at 6:31 pm.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: 6 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Woog
Trustee Haid
Trustee Gippe
Trustee van Woudenberg

Absent: 1 - Trustee Charles

III. APPROVAL OF THE AGENDA

Trustee Haid moved to approve the agenda; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with all present voting in favor thereof.

IV. CONSENT AGENDA 6:35 PM

Trustee Haid moved to approve the Consent Agenda; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with the following roll call vote:

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-174](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Purchase of a Ford F550 Bucket Truck from Altec Industries for an Amount not to Exceed \$138,913

Attachments: [Resolution](#)
[Contract](#)

[19-210](#) A Resolution Approving the Eighth Amendment to the Intergovernmental Agreement for Collection of County Use Tax Between Boulder County and the Town

Attachments: [Resolution](#)
[Eighth Amendment to IGA with Boulder County for collection of Boulder County use tax](#)

[19-217](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Master Equity Lease Agreement with Enterprise FM Trust

Attachments: [Resolution](#)
[Master Equity Lease Agreement - Government](#)
[GP1M - Town of Erie Addendum to Equity MLA - FM TRUST - 04.19](#)
[2019 Chevy Bolt Quote](#)
[2019 Chevy Colorado Quote](#)
[2019 Chevy Silverado Quote](#)

[19-218](#) Approval of April 23, 2019 Meeting Minutes

Attachments: [April 23, 2019 Draft Meeting Minutes](#)

[19-220](#) A Resolution of the Board of Trustees of the Town of Erie Accepting the Dedication of Public Right-of-Way for the Schmidt Minor Subdivision

Acceptance of right-of-way on the proposed 94.120 acre Schmidt Minor Subdivision Final Plat, which includes 1 single-family lot and 1 future development tract.

Attachments: [a. Resolution](#)
[b. Staff Memo](#)
[c. Schmidt Minor Subdivision](#)

[19-221](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Tri-State Fireworks, Inc. for the Independence Day Celebration on July 3rd

Attachments: [Resolution](#)
[Contract](#)
[May/June Erie Edition](#)

[19-224](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Joint Use Agreement with Aspen Ridge School, Inc.

Attachments: [Resolution](#)
[Joint Use Agreement](#)

[19-231](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Joint Use Agreement with St. Vrain Valley School District Re-1J

Attachments: [Resolution](#)
[Agreement for Services](#)

[19-219](#) An Ordinance of the Board of Trustees of the Town of Erie Accepting the Conveyance of Real Property by Special Warranty Deed from Reynolds Erie Property, LLC

Attachments: [a. Ordinance](#)
[b. Special Warranty Deed](#)

[19-162](#) An Ordinance of the Board of Trustees of the Town of Erie, Colorado Vacating Portions of Weld County Roads 5 And 8 Dedicated by Special Warranty Deed for Right-Of-Way and Utility Easement Purposes

Attachments: [A. Applicant Materials](#)
[B. Agency Responses](#)
[C. Ordinance](#)

[19-238](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Utility Easement Agreement

Attachments: [a. Resolution](#)
[b. Utility Easement Agreement](#)

V. PUBLIC COMMENT 6:40 PM

Deana Gonzales of 375 Briggs Street, Erie, Colorado, gave public comment on Police Department's Citizen Academy.

VI. PROCLAMATIONS AND PRESENTATIONS 6:50 PM

[19-072](#) Honorary Proclamation Police Week and Peace Officers' Memorial Day May 15, 2019

Attachments: [Police Week Proclamation 2019](#)

[19-213](#) Older Americans' Month Proclamation

Attachments: [Proclamation](#)

[19-225](#) 2019 National Public Works Week Proclamation

Attachments: [Proclamation](#)
[19NPWW POSTER](#)

[19-240](#) Colorado Communities for Climate Action (CC4CA) Presentation

Attachments: [Policy Agenda](#)
[Description](#)
[CC4CA Highlights](#)

The Board of Trustees reached a consensus to invite Jacob Smith of CC4CA back for a study session in the future.

[19-243](#) Seismic Testing in Erie

Attachments: [Seismic Testing Memo](#)

VII. ORDINANCES & RESOLUTIONS 7:30 PM

[19-232](#) A Resolution Of The Board of Trustees of The Town of Erie to Enter Into A Purchase And Sale Agreement for The Purchase Of Real Property, Leases, Easements, Improvements and Related Assets for the Purposes of Open Space.

Attachments: [Resolution](#)
[Purchase and Sale Agreement](#)
[Map](#)

Trustee Haid motioned to approve Agenda Item 19-232; the motion was seconded by Trustee Gippe. The motion carried by the following roll call vote:

Present: 6 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Woog
Trustee Haid
Trustee Gippe
Trustee van Woudenberg

Absent: 1 - Trustee Charles

[19-233](#) An Ordinance Of The Board Of Trustees Of The Town Of Erie Authorizing The Purchase Of Real Property For \$7,200,000

Attachments: [Ordinance](#)
[19-232 & 19-233 Purchase & Sale Agreement](#)

Trustee Haid moved to approve Agenda Item 19-233; the motion was seconded by Trustee Gippe. The motion carried with the following roll call vote:

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-222](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Second Amendment to the Lynn R. Morgan Water Treatment Facility Expansion CMAR Contract with Garney Companies, Inc.

Attachments: [Resolution](#)
[Amendment No. 2 to CMAR Contract](#)
[Detail Amendment 2 Costs](#)

Trustee Haid moved to approve Agenda Item 19-222; the motion was seconded by Trustee Gippe. The motion carried with the following roll call vote:

Aye: 5 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 1 - Trustee Woog

[19-223](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with Burns & McDonnell, Inc. for Construction Administration for the Water Treatment Facility Expansion Project

Attachments: [Resolution](#)
[Professional Services Agreement](#)

Trustee Haid moved to approve Agenda Item 19-223; the motion was seconded by Trustee Gippe. The motion carried with the following roll call vote:

Aye: 4 - Mayor Pro Tem Deakin, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 1 - Trustee Woog

[19-241](#) HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Historic Preservation Advisory Board's Certificate of Appropriateness Recommendations for the Roof Replacement of 604 Holbrook Street

Attachments: [Resolution](#)
[Certificate of Appropriateness Application](#)

Mayor Pro Tem Deakin opened the hearing for Agenda Item 19-241 at 8:08 pm.

Mayor Pro Tem Deakin closed the hearing at 8:11 pm.

Trustee van Woudenberg moved to approve Agenda Item 19-241; Trustee Haid seconded the motion. The motion carried with all present voting in favor thereof.

Aye: 5 - Mayor Pro Tem Deakin, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-187](#) Continuation of the PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the First Amendment to the Amended and Restated Service Plan for the Erie Farm Metropolitan District

Attachments: [Request for Continuance](#)
[Resolution](#)
[Petition](#)
[Review](#)

Mayor Pro Tem Deakin opened the Public Hearing at 8:12 pm.

Trustee Haid moved to continue Agenda Item 19-187 to the June 25, 2019 Regular Board of Trustees Meeting. Trustee van Woudenberg seconded the motion. The motion carried with all present voting in favor thereof.

Aye: 5 - Mayor Pro Tem Deakin, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-230](#) An Ordinance of the Board of Trustees of the Town of Erie Approving an Agricultural Lease with Cleland Dairy, LLC

Attachments: [Ordinance](#)
[Lease](#)

Trustee Gippe moved to approve Agenda Item 19-230; the motion was seconded by Trustee Haid. The motion carried with all present voting in favor thereof.

Aye: 5 - Mayor Pro Tem Deakin, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

VIII. GENERAL BUSINESS 8:35 PM

[19-198](#) Spring Hill Sketch Plan

The application proposes a total of 632 lots and 33 tracts as well as right of way, parks, and open space.

Attachments: [a. Staff Memo](#)
[b. Review Comments](#)
[c. Sketch Plan](#)
[d. Applicant Submittal](#)
[e. PC Meeting Minutes](#)

[19-199](#) Review of the Erie Village Filing No. 5 Sketch Plan

Proposal to develop the property as residential/commercial with 32 single-family units, 38 multi-family (townhome) units, and 30,000 square feet (2 buildings) of commercial development located west of East County Line Road and surrounded by C.W. Bixler Boulevard.

- Attachments:** [a. Staff Memo](#)
[b. Staff & Agency Review Comments](#)
[c. Sketch Plan Exhibits](#)
[d. Applicant Materials](#)
[e. PC Meeting Minutes](#)

XI. STAFF REPORTS 10:50 PM

[19-215](#) Required Communication Between CliftonLarsonAllen, the Auditors of the Town of Erie's 2018 Financial Statements, and the Board of Trustees

Attachments: [Erie Governance Communication - 2018](#)

[19-227](#) Public Works Monthly Report - May

Attachments: [Monthly Report](#)

[19-228](#) Erie Municipal Airport Monthly Report - April 2019

Attachments: [Monthly Report](#)

[19-236](#) Fair Winds Hot Air Balloon Flights

XII. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 10:55 PM

Trustee Gippe encouraged the public to attend the Town Fair this weekend.

Trustee Woog inquired on the policy of Erie Community Center room rentals.

Trustee van Woudenberg reported on behalf of the Sustainability Advisory Board about a group of local representatives that had a productive conversation on April 30th regarding single use plastics. Trustee van Woudenberg also reported on efforts to create an app to increase awareness around single use plastics.

Trustee Haid reported on a meeting regarding RTD trail projects, Trails to Rails, and plans to establish a trail connecting Erie to Boulder. Trustee Haid reported on the Board of Trustees upcoming attendance at Recon in Las Vegas to meet potential retailers. Trustee Haid encouraged the public to attend Town Fair and to shop Erie.

Mayor Pro Tem Deakin extended congratulations on behalf of the Board of Trustees to Mayor Carroll and her family on her newborn son. Mayor Pro Tem Deakin encouraged the public to attend the first Farmers' Market of the season on May 16th. Mayor Pro Tem Deakin reported that there would not be a balloon launch on Friday or Saturday.

XIII. ADJOURNMENT 11:00 PM

Mayor Pro Tem Deakin adjourned the May 14, 2019 Regular Meeting at 9:34 pm.