



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes - Draft

### BOARD OF TRUSTEES MEETING

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Tuesday, July 26, 2016

6:30 PM

Board Room

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#### STUDY SESSION 5:45 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

Mayor Harris called the July 26, 2016 Regular Meeting of the Town of Erie Board of Trustees to Order at 6:30 pm.

#### II. PLEDGE OF ALLEGIANCE AND ROLL CALL

**Present:** 7 - Mayor Harris  
Mayor Pro Tem Gruber  
Trustee Carroll  
Trustee Schutt  
Trustee Charles  
Trustee Woog  
Trustee Deakin

#### III. APPROVAL OF THE AGENDA

Trustee Charles moved to approve the July 26, 2016 Regular Meeting of the Town of Erie Board of Trustees Agenda; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all present voting in favor thereof.

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

#### IV. CONSENT AGENDA

Trustee Charles moved to approve the July 26, 2016 Consent Agenda; the motion was seconded by Trustee Woog. The motion carried with the following roll call vote:

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

- [16-241](#) Approval of July 12, 2016 Meeting Minutes
- [16-266](#) A Resolution Authorizing Award Of A Construction Contract To WL Contractors, Inc. For The Arapahoe Road And 119th Street Signal Improvements Project In The Amount Of \$30,283.00; And Setting Forth Details In Relation Thereto.
- [16-268](#) A Resolution Authorizing The Purchase A Toolcat Maintenance Vehicle From Bobcat Of The Rockies In The Amount Of \$57,985.67; And, Setting Forth Details In Relation Thereto.

## **V. PUBLIC COMMENT**

Jim Low - 1998 Lodge Pole Drive, Erie, CO. Spoke to the Board about expanding Golf Cart Access in the Town.

Dean Rummel - 1124 Koss Stree, Erie, CO. Spoke to the Board about expanding Golf Cart access in the Town.

## **VI. PROCLAMATIONS AND PRESENTATIONS**

## **VII. RESOLUTIONS**

[16-263](#) PUBLIC HEARING: A Resolution Making Certain Findings Of Fact And Conclusions Favorable To The Special Review Use For An Accessory Dwelling Unit At 340 Kattell Street; And, Setting Forth Details In Relation Thereto.

Mayor Harris opened the Public Hearing for Agenda Item 16-263 at 6:39 pm. Hearing no one wishing to make public comment, she closed the hearing at 6:44 pm.

**Trustee Charles moved to approve Agenda Item 16-263; the motion was seconded by Trustee Woog. The motion carried with all present voting in favor thereof.**

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

[16-264](#) PUBLIC HEARING: A Resolution Making Certain Findings Of Fact And Conclusions Favorable To The Special Review Use For An Accessory Dwelling Unit At 345 Briggs Street; And, Setting Forth Details In Relation Thereto.

Mayor Harris opened the Public Hearing for Agenda Item 16-264 at 6:45 pm. Hearing no one wishing to make public comment, she closed the public hearing at 6:52 pm.

**Trustee Schutt moved to approve Agenda Item 16-264; the motion was seconded by Trustee Woog. The motion carries with all present voting in favor thereof.**

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

[16-267](#) A Resolution Of The Board Of Trustees Of The Town Of Erie, Colorado Designating An Historic Landmark Pursuant To The Provisions Of Title 3, "Boards And Commissions," Chapter 3, "Historic Preservation Advisory Board," Section 3-3-8 B. Of The Town Of Erie Municipal Code; Specifically Designating the Erie Methodist Church; 604 Holbrook Street, Erie, Colorado, As A Town Historic Landmark Of Special Historical, Architectural, Cultural, Interest And Value Of A Historic Nature; And, Setting Forth Details In Relation Thereto.

**Trustee Woog moved to approve Agenda Item 16-267; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.**

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

## **VIII. ORDINANCES**

### **NONE SCHEDULED**

## **IX. GENERAL BUSINESS**

[16-274](#) Erie Historic Preservation Advisory Board-Historic Landmark Property Condition Assessments

The Board of Trustee took no action on this item.

**This General Business was read into the record.**

[16-275](#) A Resolution Approving a Erie Historic Preservation Advisory Board - Certificate of Appropriateness Application for 365 Main Street; and Setting Forth Details in Relation Thereto

Staff was directed to bring back a Resolution for Board action on this item.

[16-276](#) A Resolution of the Board of Trustees Accepting the Town Hall Remodel-South Wing Main Floor and Main Entrance Historic Preservation Advisory Board (HPAB) Certificate of Appropriateness and Setting Forth Details in Relation Thereto

Staff was requested to go back to the Architect and bring back a "Stone Option" to the August 9, 2016 Regular Meeting and to also have the Historic Preservation Advisory Board in attendance to discuss the options together.

## **X. STAFF REPORTS**

[16-243](#) Parks & Recreation Department Intent to Pursue Reaccreditation with the Commission for Accreditation of Parks and Recreation Agencies (CAPRA)

- [16-252](#) Water and Wastewater Monthly Report
- [16-271](#) Monthly Communications Report – May 2016
- [16-272](#) Monthly Communications Report – June 2016

## **XI. BOARD OF TRUSTEES REPORTS & APPOINTMENTS**

Trustee Wogg would still like to have a Study Session on August 16, 2016 regarding Golf Carts.

Mayor Pro Tem Gruber asked about the recycling center at the South Water Reclamation Facility. Public Works Director Gary Behlen reported that the Town was currently working on getting a larger container.

## **XII. EXECUTIVE SESSION**

- [16-277](#) EXECUTIVE SESSION for the purpose of determining positions relative to matter that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) and for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b); specifically, regarding litigation with the City of Lafayette.

Trustee Charles moved to go into Executive Session for the purpose of determining positions relative to matter that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) and for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b); specifically, regarding litigation with the City of Lafayette. The motion was seconded by Trustee Woog; the motion carried with all present voting in favor thereof.

Mayor Harris announced its Tuesday, July 26, 2016 and the time is 7:37 p.m. For the record, I am the presiding officer, Mayor Tina Harris. As required by the Open Meetings Law, this executive session is being electronically recorded. Also present at this executive session are the following persons:

Mayor Pro Tem Mark Gruber, Trustees Dan Woog, Scott Charles, Geoff Deakin, and, Jennifer Carroll; and Town Administrator A.J. Krieger; , Assistant to the Town Administrator Fred Diehl, Community Development Director Marty Ostholthoff, Gary Behlen, Director of Public Works; and Town Attorney Mark Shapiro.

Upon completion of the Executive Session, Mayor Harris announced that the time is now 9:07 p.m., and the executive session has been concluded. The participants in the executive session were:

Mayor Pro Tem Mark Gruber, Trustees Dan Woog, Scott Charles, Geoff Deakin, and, Jennifer Carroll; and Town Administrator A.J. Krieger; , Assistant to the Town Administrator Fred Diehl, Community Development Director Marty

Osthoff, Gary Behlen, Director of Public Works; and Town Attorney Mark Shapiro.

### **XIII. ADJOURNMENT**

Trustee Charles moved to adjourn the July 26, 2016 Regular Meeting of the Town of Erie Board of Trustees; the motion was seconded by Trustee Schutt. The motion carried with all present voting in favor thereof.

Mayor Harris adjourned the meeting at 9:08 pm.