



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda - Final

### BOARD OF TRUSTEES MEETING

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Tuesday, December 13, 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

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

#### III. APPROVAL OF THE AGENDA

#### IV. CONSENT AGENDA

*(The consent agenda is intended to contain items that are prepared to be decided without discussion. Any Board member may request removal of any item they do not want to consider without discussion or wish to vote no on, without jeopardizing the approval of other items on the consent agenda.)*

[16-443](#) Approval of the November 15, 2016 Special Meeting Minutes

**Attachments:** [11-15-2016 Draft Special Meeting Minutes](#)

[16-421](#) A Resolution Approving a Collection Services Agreement on Behalf of the Municipal Court of the Town of Erie and Integral Recoveries, Inc. for Municipal Court Collection Services; and Setting Forth Details in Relation Thereto.

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

[16-451](#) A Resolution Authorizing a Change Order to Extend a Service Contract to Ted D. Miller Associates for Flow Monitoring in the amount of \$42,000.

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

[16-454](#) A Resolution Accepting the Town of Erie, Downtown Redevelopment Framework Plan and Directing Staff to Implement

**Attachments:** [Resolution and Downtown Redevelopment Framework Plan](#)

[16-467](#) A Resolution Authorizing the purchase of new JWC Grinder in the amount not-to-exceed \$13,110.

**Attachments:** [Pictures](#)  
[Resolution](#)

[16-472](#) A Resolution Authorizing The Town Of Erie, Colorado, To Enter Into The First Amendment To Disposition And Development Agreement With The Town Of Erie Urban Renewal Authority And Evergreen-287 & Arapahoe, LLC; Authorizing And Directing The Appropriate Town Officers To Sign Said First Amendment; And, Setting Forth Details In Relation Thereto.

**Attachments:** [Resolution](#)  
[Agreement](#)

[16-473](#) A Resolution Of The Town Of Erie, Colorado Approving Bylaws For The Erie Historic Preservation Advisory Board In Accordance With Title 3, "Boards And Commissions," Chapter 3, "Historic Preservation Advisory Board," Section 3-3-5 C. 2. Of The Town Of Erie Municipal Code; And, Setting For Details In Relation Thereto.

**Attachments:** [EHPAB Bylaws revised 9 2016](#)  
[Resolution](#)

[16-476](#) A Resolution Acting By And Through Its Erie Water Activity Enterprise ("Erie") To Continue Its Participation In The Northern Integrated Supply Project (NISP), Phases 3A and 4, In the Amount of \$650,000; and Setting Forth Details in Relation.

**Attachments:** [13th Interim Agreement](#)  
[Resolution](#)

[16-480](#) A Resolution Authorizing a Change Order to a Construction Contract to Jag's Enterprises, Inc., for the Underpass Repair at Taxiway Project, In the Amount of \$67,850.

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

[16-430](#) An Ordinance Amending the Town of Erie Standards and Specifications for Design and Construction of Public Improvements – June, 2016 Edition (SECOND READING)

**Attachments:** [SS Proposed Updates and Changes for 2017 Edition](#)  
[General Notes - Parks 2017](#)  
[Ordinance](#)

[16-437](#) An Ordinance Of The Town Of Erie, Colorado, Enacting Provisions Of The Municipal Code Of The Town Of Erie, At Title 1, "Administration And Personnel," Chapter 4, "Municipal Court; General Penalty," Section 1-4-8, "Court Costs," Establishing Costs To Be Imposed Upon Referral Of Delinquent Amounts Due To Collections. (SECOND READING)

**Attachments:** [11-15-2016 Agenda Memo](#)  
[Ordinance](#)

[16-438](#) An Ordinance Of The Town Of Erie, Colorado, Enacting Provisions Of The Municipal Code Of The Town Of Erie, At Title 1, "Administration And Personnel," Chapter 4, "Municipal Court; General Penalty," Section 1-4-7.D., "Overweight Vehicles," Setting Forth Penalties For Violations Related To The Weight, Size And Load Of Vehicles And Trucks. (SECOND READING)

**Attachments:** [Agenda Memo](#)  
[Ordinance](#)

## **V. PUBLIC COMMENT**

*(This agenda item provides the public an opportunity to discuss items other than ordinances on second reading, public hearings and consent agenda items that are not on the agenda. The Board of Trustees is not prepared to decide on matters brought up at this time, but if warranted, will place them on a future agenda.)*

## **VI. PROCLAMATIONS AND PRESENTATIONS**

*(This agenda item is intended to contain Presentations to the Board that do not require any Board action. Presentations are limited to fifteen (15) minutes.*

## **VII. RESOLUTIONS**

*(This agenda item is for all matters that should be decided by resolutions.)*

[16-444](#) PUBLIC HEARING: A Resolution Providing For the Supplemental Appropriation of Money to Various Funds in the Amounts and For the Purposes Set Forth Below, For the Town Of Erie, Colorado, For the 2016 Budget Year

**Attachments:** [2016 2nd Supplemental Appropriation - Resolution](#)  
[2016 2nd Supplemental Appropriation - Cover Memo](#)  
[2016 2nd Supplemental - Schedules](#)

[16-445](#) PUBLIC HEARING: A Resolution Summarizing Expenditures and Revenues For Each Fund and Adopting a Budget For the Town of Erie, Colorado, For the Calendar Year Beginning the First Day Of January, 2017 and Ending on the Last Day of December, 2017

**Attachments:** [Resolution - 2017 Budget Resolution - 2016-12-13](#)  
[Resolution - 2017 Budget Resolution - 2016-12-13 - Budget Overview](#)  
[2017 Budget Schedules - 2016-12-13](#)

[16-446](#) PUBLIC HEARING: A Resolution Appropriating Sums of Money to the Various Funds in the Amounts and For the Purpose as Set Forth Below For the Town of Erie, Colorado, For the 2017 Budget Year.

**Attachments:** [Resolution 16-### - 2017 Appropriation Resolution - 2016-12-13](#)

[16-447](#) A Resolution Establishing and Certifying the Property Taxes for the Town of Erie, Colorado, in Weld and Boulder Counties for the Year 2017

**Attachments:** [Resolution 16-### - 2017 Mill Levy Resolution - 2016-12-13](#)  
[Certification of Tax Levies - 2017](#)

[16-448](#) A Resolution Authorizing The Purchase Of 2017 Approved Units In The Amount Of \$385,873.71

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

[16-455](#) PUBLIC HEARING: A Resolution By The Board of Trustees Of The Town Of Erie, Colorado Regarding The Lost Creek Farm Final Plat With Conditions; Accepting Dedications As Shown In The Lost Creek Farm Final Plat; Authorizing The Appropriate Town Official To Sign The Lost Creek Farm Development Agreement, Two Consent Agreements, And Grant Of Permanent Access And Utilities Easement Agreement; Adopting Certain Findings Of Fact And Conclusions Favorable To Acceptance Of Dedications, Development Agreement, Two Consent Agreements, And Grant Of Permanent Access And Utilities Easement Agreement; And, Setting Forth Details In Relation Thereto.

**Attachments:** [16-455 Staff Memo - Lost Creek Farm](#)  
[16-455 Previous Resolutions - Lost Creek Farm](#)  
[16-455 Applicant Submittal - Lost Creek Farm](#)

[16-456](#) A Resolution Of The Town Of Erie Authorizing The Inclusion Of Property Into Morgan Hill Metropolitan District No. 3.

**Attachments:** [A 16-456 Resolution 16-\\_\\_\\_\\_\\_](#)  
[B 16-456 Applicant Narrative and Map](#)  
[C 16-456 Landowner Petition of Inclusion](#)

**VIII. ORDINANCES**

[16-419](#) An Ordinance Amending The Flatiron Meadows Planned Unit Development (PUD) Overlay Map Amendment No. 1, Pursuant To The Rezoning Application of the Owner Thereof, Adopting Certain Findings Of Fact And Conclusions Favorable To The PUD Overlay Rezoning; And, Setting Forth Details in Relation Thereto. (SECOND READING)

**Attachments:** [A Staff Memo](#)  
[B Ordinance -2016](#)  
[C PUD Amendment No.2](#)  
[D Planning Commission Resolution P16-18](#)  
[E Applicant Materials](#)

[16-406](#) An Ordinance of the Town of Erie, Colorado Repealing and Replacing Title 2 "Revenue and Finance, " Chapter 5, Impact Fees and Refunds, And Chapter 5 Article A, Impact Fees Established," of the Erie Municipal Code and Setting Forth Details in Relation Thereto. And, Declaring An Emergency Therefore.

**Attachments:** [Ordinance](#)  
[Chapter 5 w edits \(CLEAN 11-14\)](#)  
[Article A - Impact Fees \(CLEAN 11-14\)](#)  
[TischlerBise Report - Draft - 2016-10-04](#)

[16-420](#) An Ordinance Of The Town Of Erie, Colorado, Repealing The August 2015 Title 10 Unified Development Code; Adopting By Reference The November 2016 Title 10 Unified Development Code; Providing For The Effective Date Of This Ordinance; Setting Forth Details In Relation Thereto; And, Declaring An Emergency Therefore.

**Attachments:** [A 16-420 Ordinance -2016](#)

[16-432](#) An Ordinance Of The Town Of Erie, Colorado, Amending Title 2, "Revenue And Finance," Chapter 10, "Fee Schedule," Section 5, "Community Development Fees" Of The Erie Municipal Code; Adding A New Neighborhood Park Land And Construction Cost Fee And A New Fee In Lieu Of Open Space Land Dedication; Setting Forth Details In Relation Thereto; And, Declaring An Emergency Therefore.

**Attachments:** [A 16-432 Ordinance -2016](#)

[16-459](#) An Ordinance Of The Town Of Erie, Colorado, Repealing The August 2015 Title 10 Unified Development Code; Adopting By Reference The January 2017 Title 10 Unified Development Code; Providing For The Effective Date Of This Ordinance; Setting Forth Details In Relation Thereto.

**Attachments:** [A 16-459 Ordinance -2017](#)  
[B 16-459 Planning Commission Minutes and Resolution](#)

## **IX. GENERAL BUSINESS**

*(This agenda item is reserved for matters that are ready for Board action, and do not fit into other categories, i.e. resolutions, ordinances...)*

[16-457](#) Summerfield Concept Plan Review

[16-458](#) Shores on Plum Creek Concept Plan Review

[16-468](#) Board of Trustees Expense Report Procedures

## **X. STAFF REPORTS**

*(This agenda item is reserved for specific items from Staff requiring Board direction or just relaying important information.)*

[16-449](#) Water and Waste Water Monthly Report

**Attachments:** [WTF Monthly Flows](#)  
[WTF Per Capita](#)  
[WRF Monthly Flows](#)  
[WRF Per Capita](#)

**16-462** Rental Agreement with Intermountain Sweeper for the Rental of a Sweeper.

[16-464](#) Community Development Monthly Report

**Attachments:** [A 16-464 2016/2015/2014 Building Permits to Projection Comparison](#)  
[B 16-464 2016 Building Permits by Development](#)  
[C 16-464 Historic Erie Neighborhood Fees Waived](#)

[16-466](#) Monthly Communications Report - October 2016

**Attachments:** [October 2016 - Website & Social Media Insights](#)

[16-470](#) Erie Municipal Airport - November 2016 Monthly Report

**Attachments:** [Erie Municipal Airport - November 2016 Monthly Report](#)

[16-599](#) State Highway 287 and Isabelle Road (AKA Erie Parkway) Proposed Improvements.

**Attachments:** [CDOT Recommended Improvements to SH 287 and Isabelle.pdf](#)  
[Proposed Boulder County Improvements to SH 287 and Isabelle.pdf](#)  
[FHU Recommended Improvements to SH 287 and Isabelle.pdf](#)

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

*(This agenda item is for all Board of Trustees reports, Board & Commission Appointment, and items of information as well as Board discussion items, not listed on the agenda.)*

## **XII. EXECUTIVE SESSION**

[16-474](#) EXECUTIVE SESSION for the purpose of determining positions relative to matters 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, specifically to discuss negotiations regarding the potential sale of Town property and impact fee credits.

## **XIII. ADJOURNMENT**

*(The Board's Goal is that all meetings be adjourned by 10:30pm. An agenda check will be conducted at or about 10:00 p.m., and no later than at the end of the first item finished after 10:00 p.m. Items not completed prior to adjournment will generally be taken up at the next regular meeting.)*