



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, June 25, 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

THE TIMES LISTED ARE APPROXIMATIONS

I. CALL MEETING TO ORDER

Madam Mayor Carroll called the June 25, 2019 Regular Board of Trustees meeting to order at 6:30 pm.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

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

Excused: 1 - Trustee Haid

III. APPROVAL OF THE AGENDA

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

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

IV. CONSENT AGENDA 6:35 PM

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

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

[19-282](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Change Order to the 2019 Janitorial Service Agreement with KG Clean, Inc. in the Amount of \$10,800

Attachments: [Resolution](#)
[Change Order](#)

[19-283](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the 2019 Amendments to the Town of Erie Standards and Specifications for Design and Construction of Public Improvements

Attachments: [Resolution](#)
[Proposed Updates](#)

[19-298](#) A Resolution Consenting to the Dissolution of the Wise Farms Metropolitan Districts Nos. 1 and 2

Attachments: [Resolution](#)
[IGA - Erie & Wise Farms Metro Districts 1 - 2](#)
[Service Plan Wise Farms Metro Districts 1 - 2](#)

[19-299](#) A Resolution of the Board of Trustees of the Town of Erie promoting the use of native landscaping and low-irrigation practices

Attachments: [Resolution](#)
[Letter - Audubon](#)
[Letter - Wild Ones](#)

[19-295](#) Approval of June 11, 2019 Draft Meeting Minutes

Attachments: [June 11, 2019 Draft Meeting Minutes](#)

V. PUBLIC COMMENT 6:40 PM

Jason Grubb of 1800 Glenarm Place, Denver, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Liz Fischer of 635 Moffat Street, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Bryon Bednar of 280 Skylane Drive, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Beth Ewaskowitz of 1807 Quest Drive, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Rich Hiegel of 105 Wells Street, Erie, Colorado, gave public comment on downtown parking.

Luke Coats of 2426 Chandler Court, Fort Collins, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Cody Joane of 1229 Nonaham Lane, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Emily Baer of 1035 Cessna Court, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Chris McGowne of 1660 Broadway, Denver, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

VI. PROCLAMATIONS AND PRESENTATIONS 6:45 PM

[19-265](#) Presentation of the 2018 Audit Report and Comprehensive Annual Financial Report

Attachments: [Town of Erie - CAFR - 2018](#)
[Government Required Communication Conclusion - Final & Management's Representation Letter - 2018](#)
[Report on Internal Control & Compliance - 2018](#)
[Schedule of Findings and Questioned Costs Final - 2018](#)
[Landfill - Agreed-Upon Procedures Report - 2019](#)

[19-279](#) National Parks and Recreation Month Proclamation

Attachments: [Proclamation](#)
[2019 Parks and Recreation Month Calendar](#)
[Medallion Hunt Flyer](#)
[Scavenger Hunt Flyer](#)

VII. RESOLUTIONS 7:45 PM

[19-296](#) A Resolution Of The Board of Trustees of The Town of Erie Approving the 2019 Trail Wayfinding Master Plan

Attachments: [Resolution](#)
[Trail Wayfinding Master Plan](#)
[2015 Parks & Trail Sign Program Manual](#)

Trustee Charles moved to approve Agenda Item 19-296; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

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

VIII. ORDINANCES 8:20 PM

[19-300](#) An Ordinance of the Board of Trustees of the Town Of Erie extending the Temporary Moratorium on the acceptance, processing and approval of any applications under the Unified Development Code related to oil and gas exploration, extraction and related operations until January 28, 2020 to adopt updated regulations as authorized under Senate Bill 19-181

Attachments: [Ordinance](#)

19-301

An Ordinance of the Board of Trustees of the Town Of Erie extending the Temporary Moratorium on the acceptance, processing and approval of any applications under the Unified Development Code related to oil and gas exploration, extraction and related operations; until January 28, 2020 to adopt updated regulations as authorized under Senate Bill 19-181

Attachments: [Ordinance](#)

Trustee van Woudenberg moved to approve Agenda Item 19-301; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with a five (5) for and two (2) against vote with Trustee Charles and Trustee Woog voting no.

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

Nay: 2 - Trustee Charles, and Trustee Woog

IX. GENERAL BUSINESS 9:05 PM

19-304

Community Engagement Plans for "Hot Topics"

Attachments: [1. Community Engagement Plan for Unified Development Code](#)
[2. Community Engagement Plan for Downtown Parking and Circulation](#)
[3. Community Engagement Plan for Oil and Gas](#)
[4. Community Engagement Plan for Sustainability](#)

X. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 10:05 PM

XI. EXECUTIVE SESSION 10:10 PM

19-297

Executive Session to Hold a Conference with the Town's Special Counsel to Receive Legal Advice on Specific Legal Questions, Pursuant to C.R.S. § 24-6-402(4)(b), Regarding the Erie Thriving Litigation

Trustee Gippe moved to go into an Executive Session to hold a conference with the Town's Special Counsel to Receive Legal Advice on Specific Legal Questions, Pursuant to C.R.S. § 24-6-402(4)(b), regarding the Erie Thriving litigation. Trustee Charles seconded the motion; the motion carried with all present voting in favor thereof.

Madam Mayor Carroll announced; It's Tuesday, June 25, 2019, and the time is 8:18 pm. For the record, I am the presiding officer, Mayor Carroll. As required by the Open Meetings Law, this executive session is being electronically recorded. Also present at this executive session are the entire Board of Trustees, Town Attorney Patrick Wilson, Deputy Town Administrator Farrell Buller and Town Administrator Malcolm Fleming.

Madam Mayor Carroll announced; the time 8:55 pm, and the executive session has concluded. 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.

Hearing none, Mayor Carroll moved to the next agenda item

XII. ADJOURNMENT 10:40 PM

Madam Mayor Carroll adjourned the June 25, 2019 Regular Board of Trustees meeting at 8:55 pm.