



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes

### Town Council

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Tuesday, June 25, 2024

7:00 PM

Council Chambers

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**7:00 p.m. or immediately following the Urban Renewal Authority Meeting**  
**Link to Watch or Comment Virtually: <https://bit.ly/TownCouncil4thTuesday2024>**

#### I. Call Meeting to Order and Pledge of Allegiance

Mayor Brooks called the meeting to order at 7:02 p.m.

#### II. Roll Call

**Present:** 5 - Mayor Pro Tem Loflin, Council Member Baer, Council Member Sawusch, Mayor Brooks, and Council Member Hoback  
**Absent:** 1 - Council Member Bell

#### III. Approval of the Agenda

**Council Member Sawusch asked that Item 24-308; A Resolution of the Town Council of the Town of Erie Approving the Second Amendment to the Professional Services Agreement with Wold Architects and Engineers for the Town Hall Expansion Project, be moved from the Consent Agenda to General Business.**

**Council Member Baer made a motion to approve the agenda as amended. Council Member Hoback seconded the motion. The motion passed by the following vote at 7:04 p.m.**

**Ayes** 5 - Mayor Pro Tem Loflin  
Council Member Baer  
Council Member Sawusch  
Mayor Brooks  
Council Member Hoback

**Absent** 1 - Council Member Bell

#### IV. Consent Agenda

[24-284](#) Approval of June 11, 2024, Town Council Meeting Minutes

**Attachments:** [06-11-2024 Council Minutes](#)

[24-081](#) Proclamation of Park and Recreation Month July 2024

**Attachments:** [Park and Recreation Month Proclamation](#)

[24-273](#) A Resolution of the Town Council of the Town of Erie Approving an Agreement for Professional Services with HDR Engineering, Inc. for Erie Lake Dam Seepage Rehabilitation, Analysis, and Design

**Attachments:** [Resolution 24-099](#)  
[Agreement](#)  
[Budget Change Request Form](#)

[24-278](#) An Ordinance of the Town Council of the Town of Erie Amending Section 2-6-1 of the Erie Municipal Code, Regarding the Emergency Telephone Service Charge

**Attachments:** [Ordinance 025-2024; BRETSA Rate Increase](#)  
[Erie BRETSA Rate Increase](#)  
[BRETSA IGA](#)

[24-290](#)

1) A Resolution of the Town Council of the Town of Erie Adopting the Updated Housing Needs Assessment and Affordable Housing Strategy and 2) a Resolution of the Town Council of the Town of Erie Adopting the Town of Erie Affordable Housing Policy.

**Attachments:** [Resolution 24-095](#)  
[Resolution 24-094](#)  
[Housing Needs Assessment and Affordable Housing Strategy 2024](#)  
[Town of Erie Affordable Housing Policy](#)

[24-298](#) An Ordinance of the Town Council of the Town of Erie Vacating a Public Right-of-Way Located at the Intersection of Baseline Road and East County Line Road in the South Half Quarter of the Southeast Quarter of Section 36, Township 1 North, Range 69 West, Boulder County, Colorado, in Accordance with the Intergovernmental Agreement with the City of Lafayette

**Attachments:** [Ordinance 026-2024](#)  
[IGA](#)  
[Ordinance 36-2021](#)

[24-299](#) A Resolution of the Town Council of the Town of Erie Approving a Construction Contract with Power Products Co for the Erie Community Center Skylight Replacement

**Attachments:** [Resolution 24-096](#)  
[Agreement](#)

[24-300](#) A Resolution of the Town Council of the Town of Erie Approving an Agreement with Sunland Asphalt & Construction, LLC for the Erie Community Center Parking Lot Repairs

**Attachments:** [Resolution 24-093](#)  
[Construction Contract](#)

[24-293](#) A Resolution of the Town Council of the Town of Erie Approving a Second Amendment to the Lease Agreement with Vector Air Management, LLC

**Attachments:** [Resolution 24-088](#)  
[Second Amendment Lease Agreement](#)

[24-296](#) A Resolution of the Town Council of the Town of Erie Approving a Professional Services Agreement with Wenk Associates for Schofield Farm Concept Design and Construction Drawings

**Attachments:** [Professional Services Agreement](#)  
[Resolution No. 24-091](#)

[24-303](#) A Resolution of the Town Council of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for the Lafferty Subdivision

**Attachments:** [Resolution 24-092](#)  
[Lafferty Final Plat](#)  
[Development Agreement](#)

**Council Member Hoback made a motion to approve the Consent Agenda. Council Member Baer seconded the motion. The motion passed by the following vote at 7:05 p.m.**

**Ayes** 5 - Mayor Pro Tem Loflin  
Council Member Baer  
Council Member Sawusch  
Mayor Brooks  
Council Member Hoback

**Absent** 1 - Council Member Bell

#### **V. Public Comment On Non-Agenda and Consent Items only.**

Mayor Brooks read the Public Comment rules and opened Public Comment at 7:05 p.m.

With no speakers in person or online virtually, Mayor Brooks closed Public

Comment at 7:05 p.m.

## VI. General Business

### [24-308](#)

A Resolution of the Town Council of the Town of Erie Approving the Second Amendment to the Professional Services Agreement with Wold Architects and Engineers for the Town Hall Expansion Project

**Attachments:** [Resolution 24-097](#)  
[Second Amendment](#)

**Mayor Pro Tem Loflin made a motion to approve Resolution 24-097. Council Member Hoback seconded the motion. The motion passed by the following vote at 7:12 p.m.**

**Ayes** 4 - Mayor Pro Tem Loflin  
Council Member Baer  
Mayor Brooks  
Council Member Hoback

**Nayes** 1 - Council Member Sawusch

**Absent** 1 - Council Member Bell

### [24-310](#)

Disability Pride Month

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

Melissa Wiley, Deputy Town Manager, introduced the item at 7:13 p.m.

Morgan Norris and Carole Bakhos read the Proclamation at 7:16 p.m.

### [24-208](#)

A Resolution of the Town Council of the Town of Erie Approving a Construction Contract and Amendment 1 with Western Plains Construction for the 2024 Street Maintenance

**Attachments:** [Resolution 24-102](#)  
[Contract](#)

Todd Fessenden, Acting Public Works Director, presented the item at 7:28 p.m.

**Council Member Hoback made a motion to approve Resolution 24-102. Council Member Baer seconded the motion. The motion passed by the following vote at 7:50 p.m.**

**Ayes** 5 - Mayor Pro Tem Loflin  
Council Member Baer  
Council Member Sawusch  
Mayor Brooks  
Council Member Hoback

**Absent** 1 - Council Member Bell

[24-297](#)

A Resolution of the Town Council of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for the Cheesman Street Residences Subdivision

**Attachments:** [Resolution 24-090](#)

[Cheesman Street Residences DA](#)

[Cheesman Street Residences Minor Subdivision](#)

MJ Adams, Affordable Housing Manager, and Aly Burkhalter, Senior Planner, presented Items 24-297 and 24-314 at 7:51 p.m.

**Mayor Pro Tem Loflin made a motion to approve Resolution 24-090. Council Member Hoback seconded the motion. The motion passed by the following vote at 8:42 p.m.**

**Ayes** 4 - Mayor Pro Tem Loflin  
Council Member Baer  
Mayor Brooks  
Council Member Hoback

**Nayes** 1 - Council Member Sawusch

**Absent** 1 - Council Member Bell

[24-314](#)

An Emergency Ordinance of the Town Council of the Town of Erie Authorizing the Transfer of Real Property to HousePAD Erie LLC.

**Attachments:** [Ordinance 027-2024](#)

MJ Adams, Affordable Housing Manager, and Aly Burkhalter, Senior Planner, presented Items 24-297 and 24-314 at 7:51 p.m.

**Council Member Hoback made a motion to approve Emergency Ordinance 027-2024. Mayor Pro Tem Loflin seconded the motion. The motion passed by the following vote at 8:43 p.m.**

**Ayes** 4 - Mayor Pro Tem Loflin  
Council Member Baer  
Mayor Brooks  
Council Member Hoback

**Nayes** 1 - Council Member Sawusch

**Absent** 1 - Council Member Bell

[24-192](#)

**PUBLIC HEARING:** A Resolution of the Town Council of the Town of Erie Approving the Redtail Ranch Preliminary Plat with Conditions

**Attachments:** [Resolution 24-062](#)  
[Staff Report](#)  
[Staff Presentation](#)  
[Applicant Presentation](#)  
[Applicant Response and Update Memo](#)  
[Proposed Preliminary Plat Exhibit](#)  
[Redtail Ranch Illustrative Site Plan](#)  
[Preliminary Plat Lot Impact Exhibit](#)  
[Open Space and Trails Exhibit](#)  
[Public Comments Received as of 6.21.2024](#)  
[Colorado Brownfields Revolving Loan Fund](#)  
[Application and Narrative](#)  
[Additional Application Materials Part 1](#)  
[Additional Application Materials Part 2](#)  
[Neighborhood Meeting Summary](#)  
[Public Hearing Notices](#)  
[PC Resolution](#)  
[PC Minutes Jan 17 2024](#)

Mayor Brooks opened the Public Hearing at 8:45 p.m.

Harry Brennan, Senior Planner, presented the items at 8:46 p.m.

David Frank, Environmental Services Director, provided information regarding Oil & Gas.

Richard Dean, property owner, provided some information regarding the plat.

Layla Rosales, Principal, TerraCina Design and David Foster, Partner at Foster Graham Milstein & Calisher, LLP (FGMC), presented an applicant presentation as well.

Richard Dean, CEO, Stratus Companies, and Dave Folkes, Senior Principal Environmental Consultant, GeoSyntec, were also present to answer questions if needed.

The following spoke:

1. Jennie Sonmore
2. Christine Emerson
3. Tim Sonmore (virtual)
4. Doug Jamison, CDPHE (virtual)
5. William Rigler (virtual)

With no additional speakers in person or online virtually, Mayor Brooks closed Public Comment at 9:34 p.m.

**Council Member Sawusch made a motion to approve Resolution 24-062. The motion failed for a lack of a second.**

**Mayor Pro Tem Loflin made a motion to deny Resolution 24-062. Council Member Baer seconded the motion. The motion passed by the following vote at 10:44 p.m.**

**At the request of Town Council, the Town Attorney will prepare a resolution making certain findings of fact regarding Redtail Ranch.**

**Ayes** 4 - Mayor Pro Tem Loflin  
Council Member Baer  
Mayor Brooks  
Council Member Hoback

**Nayes** 1 - Council Member Sawusch

**Absent** 1 - Council Member Bell

## VII. Staff Reports

[24-295](#) Public Works Monthly Report

**Attachments:** [Monthly Report](#)

[24-304](#) Planning & Development Monthly Report - May 2024

**Attachments:** [Planning & Development Monthly Report - May 2024](#)

[24-319](#) Environmental Services Monthly Report - May 2024

**Attachments:** [Environmental Services Monthly Report - May 2024](#)

[24-322](#) Finance Sales Tax Monthly Report

**Attachments:** [Monthly Sales Tax update May 2024](#)

## VIII. Council Member Reports and Announcements

Council Members spoke about Tree Talk Tree Walk, CML Conference, Juneteenth celebration, Parks & Recreation is currently busy hiding 150 medallions in celebration of the Town's sesquicentennial anniversary and Park & Recreation Month in July, the Splashpad is up and running, Fireworks will be happening at the ECC on July 3rd, please remember kids are out of school for the summer so please slow down when driving and a

note that the wildfire danger is high right now.

**IX. Adjournment**

Mayor Brooks adjourned the meeting at 11:00 p.m.

Approved \_\_\_\_\_  
Mayor

Attest \_\_\_\_\_  
Town Clerk