



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes - Final

### Board of Trustees

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Tuesday, July 9, 2019

6:30 PM

Board Room

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#### 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

TIMES LISTED ARE APPROXIMATIONS

#### I. CALL MEETING TO ORDER

Madam Mayor Carroll called the July 9, 2019 Regular Board of Trustees Meeting to order at 6:35 pm.

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

**Present:** 5 - Mayor Carroll  
Mayor Pro Tem Deakin  
Trustee Woog  
Trustee Gippe  
Trustee van Woudenberg

**Absent:** 2 - Trustee Charles  
Trustee Haid

#### III. APPROVAL OF THE AGENDA

Mayor Pro Tem Deakin moved to approve the agenda with the amendment of postponing Agenda Item 19-253 to the July 23, 2019 Regular Board of Trustees meeting. The motion was seconded by Trustee van Woudenberg. The motion carried with a four (4) for vote and a one (1) against vote with Trustee Woog voting no.

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

**Nay:** 1 - Trustee Woog

#### IV. CONSENT AGENDA 6:35 PM

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

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

[19-306](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications for the Coal Creek Properties 1st Amendment Final Plat

Approval of a Development Agreement and Acceptance of Dedications on the Coal Creek Properties, 1st Amendment Final Plat, which includes 5 Single-Family Lots on 1.413 Acres.

**Attachments:** [a. Staff Memo](#)  
[b. Resolution No. 19-\\_\\_\\_\\_\\_](#)  
[c. Development Agreement](#)  
[d. Coal Creek Properties, 1st Amendment Final Plat](#)

[19-305](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing Payment to Boulder County for Emergency Dispatch Services

**Attachments:** [Resolution](#)  
[2019 Dispatch Services Invoice](#)

[19-308](#) Approval of the June 25, 2019 Meeting Minutes

**Attachments:** [June 25, 2019 Meeting Minutes](#)

[19-313](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Agreement for Transfer of Entitlements to Transfer the Town's Annual Federal Aviation Administration Entitlement to Meadow Lake Airport

**Attachments:** [Resolution](#)  
[AIP Agreement for Transfer of Entitlement](#)

[19-314](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Haynes Mechanical Systems for the Erie Community Center HVAC Repairs

**Attachments:** [Resolution](#)  
[General Services Agreement – ECC HVAC RTU 4](#)

[19-316](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Temporary Access Permit for the Mountain View Fire Protection District

**Attachments:** [Resolution](#)  
[MVFD Temp Access Permit](#)  
[MVFP Site](#)

**V. PUBLIC COMMENT 6:40 PM**

There was no one present that wished to give public comment.

**VI. PROCLAMATIONS AND PRESENTATIONS 6:50 PM**

[19-311](#) Erie Municipal Airport Monthly Report - June 2019

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

A motion was made by Mayor Pro Tem Deakin, seconded by Trustee van Woudenberg, that this Agenda Item be continued. The motion carried by the following vote:

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

**VII. LAND DEVELOPMENT RESOLUTIONS AND ORDINANCES 6:55 PM****PUBLIC HEARING FOR AGENDA ITEMS 19-251 & 19-309 6:55 PM**

Madam Mayor Carroll opened the Public Hearing for Agenda Items 19-251 and 19-309 at 6:33 pm.

Valeria Cardenas of Smartlink, LLC, representing the applicant, responded to Board questions regarding first responder use of AT&T telecommunications, changes to the quality of service, and health related issues.

Hannah Hippely, Senior Planner, responded to Board questions regarding resident/school concerns as well as how many residents were notified.

There was no one present that wished to give public comment.

Madam Mayor Carroll closed the public comment portion of the Public Hearing at 6:43 pm.

[19-251](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Site Plan Amendment for an AT&T Telecommunications Facility

**Attachments:** [Staff Memo SRU & SPA AT&T](#)  
[Resolution - Site Plan Amendment](#)  
[SRU and SPA Document](#)  
[Application Materials - Site Plan Amendment](#)  
[Referral Agency Comments](#)  
[Neighborhood Meeting Materials](#)  
[Planning Commission Materials](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 19-251; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

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

[19-309](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Special Review Use for an AT&T Telecommunications Facility

**Attachments:** [Staff Memo SRU & SPA AT&T](#)  
[Resolution - Special Review Use](#)  
[SRU and SPA Document](#)  
[Application Materials -Special Review Use](#)  
[Referral Agency Comments](#)  
[Neighborhood Meeting Materials](#)  
[Planning Commission Materials](#)

**Mayor Pro Tem Deakin moved to approve Agenda Item 19-309; the motion was seconded by Trustee van Woudenberg. The motion carried with all present voting in favor thereof.**

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

### **PUBLIC HEARING FOR AGENDA ITEMS 19-302 & 19-310 7:35 PM**

Madam Mayor Carroll opened the Public Hearing for Agenda Items 19-302 and 19-310.

Eva Mather of Norris Design responded to Board questions regarding pricing, use of community pool, basements, lot sizes, and parking.

Chris LaRue, Senior Planner, responded to Board questions.

There was no one present that wished to give public comment.

Madam Mayor Carroll closed the public comment portion of the Public Hearing at 7:08 pm.

[19-302](#) An Ordinance of the Board of Trustees of the Town of Erie Approving with Conditions the Planned Unit Development for Tract P Colliers Hill Filing No. 4A

**Attachments:** [a\) Staff Memo](#)  
[b\) PUD Ordinance](#)  
[c\) Bridgewater Planned Unit Development Overlay Map Amendment No. 4](#)  
[d\) Applicant Materials \(PUD\)](#)  
[e\) Referral Comments](#)  
[f\) Neighborhood Meeting Information](#)  
[g\) BOT Posting Notice](#)

**Mayor Pro Tem Deakin moved to approve Agenda Item 19-302; Trustee van**

Woudenberg seconded the motion. The motion carried with all present voting in favor thereof.

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

[19-310](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Preliminary Plat for Colliers Hill Filing No. 4F

**Attachments:** [a\) Staff Memo](#)  
[b\) Preliminary Plat Resolution](#)  
[c\) Colliers Hill Preliminary Plat Filing No. 4F](#)  
[d\) Applicant Materials \(Preliminary Plat\)](#)  
[e\) Referral Comments](#)  
[f\) Neighborhood Meeting Information](#)  
[g\) BOT Posting Notice](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 19-310; Trustee van Woudenberg seconded the motion. The motion carried with all present voting in favor thereof.

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

## **VIII. ORDINANCES 8:05 PM**

[19-253](#) An Ordinance of the Board of Trustees of the Town of Erie Amending Sections 2-10-6, 8-1-8, 8-1-13 and 8-1-17 of the Erie Municipal Code to Implement New Non-Potable Water Rates and Tap Fees, and to Address Water Metering and Cross-Connection Controls

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

Agenda Item 19-253 was postponed to the July 23, 2019 Regular Meeting.

## **IX. STAFF REPORTS 8:20 PM**

[19-312](#) Public Works Monthly Report - July

**Attachments:** [Public Works Monthly Report](#)  
[NCWCD System](#)  
[Outdoor Conservation](#)  
[Landscape Consultations](#)

## **X. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 8:20 PM**

Trustee Gippe thanked the Town of Erie for their efforts in organizing the July 3rd celebrations.

Trustee Woog asked Town Staff about Granby drainage issues.

Madam Mayor Carroll thanked Town Staff and the Police Department for staffing and planning the July 3rd celebrations.

**XI. ADJOURNMENT 8:25 PM**

Madam Mayor Carroll adjourned the July 9, 2019 Regular Board of Trustees Meeting at 7:11 pm.