



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda - Final

### BOARD OF TRUSTEES MEETING

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Tuesday, June 14, 2016

6:30 PM

Board Room

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#### STUDY SESSION 4:15 TO 6:15 TOWN HALL BOARD ROOM

#### AGENDA FOR THE STUDY SESSION IS A BOARD OF TRUSTEES NEW AND RETURNING TRUSTEES ORIENTATION WITH THE TOWN ATTORNEY

#### 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. Items removed will be placed under IX. General Business, a. in the order they appear on the Agenda.) (This should be done prior to the motion to approve.)*

[16-196](#) Approval of the May 10, 2016 Meeting Minutes

Attachments: [05-10-2016 Draft Meeting Minutes](#)

[16-202](#) An Ordinance Of The Town Of Erie, Colorado, Amending Title 2, "Finance And Revenue," Chapter 10, "Fee Schedule," Section 2-10-3 "Police Department Fees" Of The Municipal Code Of The Town Of Erie, Colorado; Setting Forth Details In Relation Thereto. (FIRST READING)

Attachments: [Ordinance Amending PD Fees](#)

[16-204](#) A Resolution Authorizing Acceptance of Grant Funding and Approving a Services Contract With Tyler Technologies for Use, Operation and Data Storage for E-Citation for the Erie Police Department; and Setting Forth Details in Relation Thereto.

Attachments: [Request for CDOT Funding](#)  
[Agreement](#)  
[Resolution](#)

[16-208](#)

A Resolution Approving the Purchase of Fitness Equipment From Advanced Exercise Equipment for the Erie Community Center; and Setting Forth Details in Relation Thereto.

**Attachments:**

[Fitness Equip Quotes](#)

[Fitness Equip Specification Sheets](#)

[Advanced Excercise Equipment Sole Source Letter.pdf](#)

[Resolution](#)

[16-209](#)

A Resolution Authorizing Award Of A Contract to Recreation Plus, Ltd. for Shelters and Benches at the Dog Park at Reliance Park, In the Amount of \$26,984.00 And Setting Forth Details in Relation Thereto.

**Attachments:**

[Recreation Plus, Ltd Proposal](#)

[Dog Park Shelter & Benches Brochure.pdf](#)

[Agreement.pdf](#)

[Resolution](#)

[16-211](#)

A Resolution By The Board Of Trustees Of The Town Of Erie, Colorado Accepting Dedications As Shown In The Vista Ridge Filing No. 12, 3rd Amendment Final Plat; Authorizing The Appropriate Town Official To Sign The Vista Ridge Filing No. 12, 3rd Amendment Development Agreement; Adopting Certain Findings Of Fact And Conclusions Favorable To Acceptance Of The Dedications And Development Agreement; And, Setting Forth Details In Relation Thereto.

**Attachments:**

[A Staff Memo](#)

[B Resolution 16-](#)

[C Vista Ridge Filing No. 12, 3rd Amendment Final Plat](#)

[D Vista Ridge Filing No. 12, 3rd Amendment Development Agreement](#)

[16-213](#)

A Resolution Authorizing Award of a Change Order for Town Hall Remodel-Add Service Change Order for Design Contract of the South Wing and Main Floor in the amount of \$22,790.00; and Setting Forth Details in Relation Thereto.

**Attachments:**

[Resolution](#)

[16-214](#)

A Resolution Accepting a Disadvantaged Business Enterprise (DBE) Program for the Erie Municipal Airport; And, Setting Forth Details in Relation Thereto.

**Attachments:**

[Erie DBE Plan 2016](#)

[Erie Public Notice 2016](#)

[Resolution](#)

[16-216](#) A Resolution For The Purpose Of Acquiring A Permanent Easement and Temporary Construction Easement for Construction of the South Coal Creek Water and Sanitary Sewer

**Attachments:** [Grant of Permanent Access and Utilities Easement Agreement](#)  
[Grant of Temporary Construction Easement Agreement](#)  
[Vicinity Map](#)  
[Resolution](#)

[16-218](#) A Resolution Authorizing Award Of A Services Contract To VSR Corporation for the Sanitary Sewer System Video Inspection Services In The Amount Of \$27,532.44; And Setting Forth Details In Relation Thereto.

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

[16-219](#) A Resolution Authorizing Award Of Construction Contract To A-1 Chipseal Company For The 2016 Street Maintenance In The Amount Not-To-Exceed \$717,800; And Setting Forth Details In Relation Thereto.

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

[16-220](#) A Resolution Authorizing Award of a Consultant Agreement To Felsburg Holt & Ullevig, Inc., For the Transportation Master Plan Update, In The Amount of \$94,780; And Setting Forth Details In Relation Thereto.

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

## **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.*

[16-221](#) Presentation of 2015 Audit Report and Comprehensive Annual Financial Report

**Attachments:** [Town of Erie - CAFR - 2015](#)  
[Governance Communication Letter - 2015](#)  
[Report on Internal Controls - 2015](#)

## **VII. LAND DEVELOPMENT RESOLUTIONS AND ORDINANCES**

[16-184](#) An Ordinance By The Board of Trustees Of The Town Of Erie, Colorado Regarding The Erie Highlands Zoning Map Amendment No. 1, Rezoning, Adopting Certain Findings Of Fact And Conclusions Favorable To The Rezoning. (SECOND READING)

**Attachments:** [16-184 Staff Memo](#)  
[16-184 Ordinance](#)  
[16-184 Planning Commission Resolution & Minutes](#)  
[16-184 Applicant Materials](#)

[16-185](#) An Ordinance By The Board Of Trustees Of The Town Of Erie, Colorado Regarding The Erie Highlands PUD Zoning Map Amendment No. 1, Rezoning, Adopting Certain Findings Of Fact And Conclusions Favorable To The Planned Unit Development Overlay Rezoning. (SECOND READING)

**Attachments:** [16-185 Staff Memo](#)  
[16-185 Ordinance](#)  
[16-185 Planning Commission Resolution & Minutes](#)  
[16-185 Applicant Materials](#)

[16-186](#) A Resolution By The Board of Trustees Of The Town Of Erie, Colorado Regarding Erie Highlands Preliminary Plat No. 2, Adopting Certain Findings Of Fact And Conclusions Favorable To The Preliminary Plat. (Continued from the May 10, 2016 Meeting)

**Attachments:** [16-186 Staff Memo.pdf](#)  
[16-186 Resolution.pdf](#)  
[16-186 Planning Commission Resolution & Minutes.pdf](#)  
[16-186 Natural Areas Site 75.pdf](#)  
[16-186 Referral Comments.pdf](#)

## **VIII. RESOLUTIONS**

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

**NONE SCHEDULED**

## **IX. ORDINANCES**

**NONE SCHEDULED**

## **X. 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...)*

[16-197](#) 4060 East County Line Road Revised Sketch Plan

**Attachments:** [16-197 Staff Memo & Review Comments](#)  
[16-197 Planning Commission Draft Minutes](#)  
[16-197 Applicant Materials](#)  
[16-197 Previous 2015 Sketch Plan](#)  
[16-197 Public Comment](#)

[16-206](#) Sketch Plan Review in Erie Commons Filing No. 4

**Attachments:** [16-206 Staff Memo](#)  
[16-206 Staff & Referral Comments](#)  
[16-206 Planning Commission Minutes](#)  
[16-206 Erie Commons PD Amendment No 6](#)  
[16-206 Applicant Materials](#)

[16-222](#) Schofield Farm Discussion

## **XI. STAFF REPORTS**

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

[16-199](#) Community Development Monthly Report

**Attachments:** [A 16-199 2016/2015/2014 Building Permits to Projection Comparison](#)  
[B 16-199 2016 Building Permits by Development](#)  
[C 16-199 Historic Erie Neighborhood Fees Waived](#)

[16-205](#) Monthly Communications Report – April 2016

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

[16-207](#) Erie Highlands - Grading and Stormwater Quality Permit

**Attachments:** [06-14-16 Erie Highlands Early Grading Permit Vicinty Map](#)

[16-210](#) July is National Parks & Recreation Month

**Attachments:** [2016 P& R Month Proclamation](#)  
[2016 P & R Month Calendar](#)

[16-215](#) Erie Parkway Construction Update

**Attachments:** [Erie Parkway Cross-Section](#)  
[Erie Parkway Cross-section](#)

[16-217](#)

Flatiron Meadows Boulevard Closure

**Attachments:**[06-14-16 Flatiron Meadows Boulevard Closure - Detour Map](#)**XII. 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.)*

**XIII. EXECUTIVE SESSION**[16-223](#)

EXECUTIVE SESSION for a conference with the Town Attorney and Special Legal Counsel for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); specifically, to receive legal advice concerning the City of Lafayette's intention to condemn Town of Erie Urban Renewal property and interfere with the Town of Erie's Disposition and Development Agreement; and, 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); specifically, regarding the Nine Mile project development plan.

**XIV. 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.)*