



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes

### Board of Trustees

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Tuesday, July 26, 2022

6:30 PM

Board Room  
645 Holbrook Street

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#### Regular Meeting - In Person

Public Comment Link: <https://bit.ly/0726BOT>

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

The Mayor called the meeting to order at 6:31 p.m.

#### II. Roll Call

**Present:** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent:** 1 - Mayor Pro Tem Loflin

#### III. Approval of the Agenda

Trustee Bell made a motion to move Item 22-272 to General Business following Item 22-262. Trustee Harrison seconded the motion. The motion passed by the following vote at 6:32 p.m.

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

Trustee Harrison made a motion to approve the agenda as amended. Trustee Sawusch seconded the motion. The motion passed by the following vote at 6:32 p.m.

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

**IV. Consent Agenda**[22-280](#)

Approval of the July 12, 2022, Board of Trustees Regular Meeting Minutes.

**Attachments:** [07-12-2022 BOT Minutes](#)

**Trustee Sawusch made a motion to approve the Consent Agenda as amended. Trustee Bell seconded the motion. The motion passed by the following vote at 6:34 p.m.**

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

**V. Public Comment and Non-Agenda Items**

The Mayor read the Public Comment Rules and opened Public Comment at 6:34 p.m.

With no speakers, Public Comment closed at 6:34 p.m.

A member of the public who arrived after Public Comment had closed asked if he could be allowed to speak. The Mayor recognized that his arrival was still within the time originally scheduled for Public Comment and he was allowed to speak.

The Mayor read the Public Comment Rules and reopened Public Comment at 7:13 p.m.

1. Morgan Cullen spoke about the Metro District policy

With no additional speakers, Public Comment closed at 7:16 p.m.

**VI. General Business**[22-262](#)

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Westerly Preliminary Plat No. 2 With Conditions

- Attachments:**
- [1. Resolution 22-85](#)
  - [2. Signed PC Resolution](#)
  - [3. Proposed Preliminary Plat](#)
  - [4. Staff Report](#)
  - [5. Application and Narrative](#)
  - [6. Other Applicant Materials 1 - Title Commitment, ALTA, and Legal Documents](#)
  - [7. Other Applicant Materials 2 - Reports Part 1](#)
  - [8. Other Applicant Materials 3 - Reports Part 2](#)
  - [9. Other Applicant Materials 4 - Engineering Plans](#)
  - [10. Other Applicant Materials 5 - Landscape Plans and Other Exhibits](#)
  - [11. Referral Comments - Part 1](#)
  - [12. Referral Comments - Part 2](#)
  - [13. Referral Comments - Part 3](#)
  - [14. Neighborhood Meeting Summary](#)
  - [15. Notifications](#)
  - [16. Westerly PUD Overlay](#)
  - [17. Staff Presentation](#)
  - [18. Applicant Presentation](#)

Mayor Brooks opened the Public Hearing at 6:34 p.m.

Shannon Moeller, AICP, Senior Planner, presented the item at 6:36 p.m.

Heidi Majerik, Vice President & General Manager, Southern Land Company provided a design presentation at 6:51 p.m.

John Prestwich, President, PCS Group, and Patrick Chelin, Vice President, Matrix Design Group, were also present to answer questions.

With no speakers, the Public Hearing closed at 7:10 p.m.

**Trustee Bell made a motion to approve Resolution 22-085. Trustee Harrison seconded the motion. The motion passed by the following vote at 7:12 p.m.**

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

[22-272](#)

A Resolution of the Board of Trustees of the Town of Erie Consenting to the Mayor's Appointment of Adam Haid to the Board of Commissioners of the Town of Erie Urban Renewal Authority

**Attachments:** [Resolution 22-86](#)

This item was moved from the Consent Agenda to General Business to facilitate questions from Board of Trustee members.

**Trustee Harrison made a motion to approve Resolution 22-086. Trustee Hoback seconded the motion. The motion passed by the following vote at 7:22 p.m.**

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

[22-261](#)

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Preliminary Plat for Colliers Hill Filing No. 4H With Conditions

**Attachments:** [BOT Resolution 22-83](#)  
[Signed PC Resolution](#)  
[Staff Report](#)  
[Colliers Hill Filing 4H Preliminary Plat & Landscaping Plan](#)  
[Application & Narrative](#)  
[Applicant Materials I](#)  
[Applicant Materials II](#)  
[Colliers Hill Filing No. 4H Civil CDs](#)  
[Referral Comments](#)  
[Neighborhood Meeting Summary](#)  
[Notifications](#)  
[Staff Presentation](#)  
[Applicant Presentation](#)  
[Bridgewater \(Colliers Hill\) PUD Overlay Amendment No 6](#)

The Mayor opened the Public Hearing at 7:23 p.m.

Chris LaRue, Senior Planner, presented the item at 7:23 p.m.

Samantha Pollmiller, Principal Norris Design, provided a presentation at 7:34 p.m.

Jason Jarvis, National VP of Development and Strategic Planning , BB

Living, and Tom Ackerman, PE, Hurst and Associates, were also present to answer questions.

With no speakers, the Public Hearing closed at 7:55 p.m.

**Trustee Hoback made a motion to approve Resolution 22-083. Trustee Harrison seconded the motion. The motion passed by the following vote at 7:55 p.m.**

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

[22-271](#) Trails, Natural Areas, and Community Character Ballot Measure  
Follow-up Presentation

**Attachments:** [Town of Erie Parks and Rec Ballot Measure Survey Presentation 061422](#)  
[20220718 TNACC](#)

Patrick Hammer, Director of Parks & Recreation, and Rachel Wysuph, Recreation Division Manager, presented the item at 7:57 p.m.

[22-265](#) A Resolution of the Board of Trustees of the Town of Erie Approving the First Amendment to the Intergovernmental Agreement with the City and County of Broomfield

**Attachments:** [Resolution No. 22-84](#)  
[IGA - First Amendment](#)  
[IGA - First Amendment Exhibit A-1](#)  
[Staff Report](#)  
[Broomfield Open Lands Map](#)  
[IGA - 2009](#)  
[IGA - 1998](#)  
[Palisade Park Filing No. 6](#)  
[Baker Annexation No. 1](#)  
[Baker Annexation No. 2](#)  
[Staff Presentation](#)

Deborah Bachelder, AICP, Planning Manager/Deputy Director of Planning & Development, presented the item at 8:43 p.m.

**Trustee Harrison made a motion to approve Resolution 22-084. Trustee Baer seconded the motion. The motion passed by the following vote at 9:05 p.m.**

**Ayes** 6 - Mayor Brooks  
Trustee Baer  
Trustee Bell  
Trustee Harrison  
Trustee Hoback  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

[22-287](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Town of Erie Policy for Reviewing Service Plans for Special Districts

**Attachments:** [District Policy-R072122](#)

[Special District Review Policy 2022.07.26](#)

[Exhibit A Special District Review Policy Point System](#)

[Special District Review Policy 2022.06.08 DRAFT w redlines for 2022.07.26](#)

[Metro District List 2022.06.16](#)

[Comparison of Home Prices Fort Collins and Erie 2022](#)

[Graph of MD Impact on Home Price 2013-2021](#)

[Fort Collins Point System](#)

[2022.06.21 Presentation](#)

Malcolm Fleming, Town Administrator, presented the item at 9:06 p.m.

Melissa Wiley, Deputy Town Administrator, and Sarah Nurmela, Director of Planning and Development, were also present to answer questions.

**Trustee Harrison made a motion to approve Resolution 22-093. Trustee Hoback seconded the motion. The motion passed by the following vote at 10:14 p.m.**

**Ayes** 4 - Mayor Brooks  
Trustee Baer  
Trustee Harrison  
Trustee Hoback

**Nayes** 2 - Trustee Bell  
Trustee Sawusch

**Absent** 1 - Mayor Pro Tem Loflin

## **VII. Staff Reports**

[22-269](#)

Diversity, Equity, and Inclusion 2022 Biannual Report

**Attachments:** [Diversity, Equity, and Inclusion 2022 Biannual Report](#)

[22-276](#)

Public Works Monthly Report

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

**VIII. Board Member Reports and Announcements**

Trustee Baer gave an update on her Kindness Challenge. Board members spoke about the Outstanding Resident Award, National Night Out, Air Fair cancellation for 2022, Boulder County Development & Transportation funds from Governor Polis, Farmer's Market, 2nd Car Meet and RTD Free Ride Event.

Due to the late hour, Mayor Brooks moved the Executive Session to the August 23, 2022, Regular Board of Trustee Meeting.

**IX. Executive Session**

[22-282](#)

Executive Session for the purposes of discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Administrator.

**X. Adjournment**

Mayor Brooks adjourned the meeting at 10:24 p.m.

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

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