



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes - Draft

### BOARD OF TRUSTEES MEETING

---

Tuesday, January 23, 2018

6:30 PM

Board Room

---

Pre-Meeting Community Room 5:45 PM

#### STUDY SESSION 5:45 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

#### I. CALL MEETING TO ORDER

Mayor Harris called the January 23, 2018 Regular Meeting to order at 6:30 pm.

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

Present: 7 - Mayor Harris  
Mayor Pro Tem Gruber  
Trustee Carroll  
Trustee Schutt  
Trustee Charles  
Trustee Woog  
Trustee Deakin

#### III. APPROVAL OF THE AGENDA

Trustee Woog moved to approve the January 23, 2018 Meeting Agenda with the amendment of moving Agenda Item 18-006 from IV. Consent Agenda to VIII. Resolutions; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

Trustee Deakin motioned to add an agenda item to discuss broadband to January 23, 2018 agenda (Agenda Item 18-079); the motion was seconded by Mayor Pro Tem Gruber. The motion carried with a four (4) for and three (3) against vote with Mayor Harris, Trustee Charles, and Trustee Woog voting no.

#### IV. CONSENT AGENDA

[18-042](#) Approval of the January 9, 2018 Meeting Minutes

[18-057](#) Approval of the January 16, 2018 Special Meeting Minutes

[18-027](#) A Resolution Of The Board Of Trustees Of The Town Of Erie, Colorado

Authorizing Payment To Mark R. Shapiro P.C. Attorney At Law For Providing Legal Services To The Town In 2018; And Setting Forth Details In Relation Thereto

[18-033](#) A Resolution for the Distribution of the High Efficiency Washing Machine Rebates in Conjunction With the Water Conservation Plan in the Amount of \$4,000; And, Setting Forth Details In Relation Thereto

[18-034](#) A Resolution Authorizing The Town Of Erie to Enter Into A Contract With The Erie Chamber of Commerce For Sponsorship and Support of 2018 Chamber Events and Operations in the amount of \$112,000.00; And, Setting Forth Details in Relation Thereto

[18-035](#) A Resolution Authorizing The Town Of Erie to Enter Into A Contract With Kelly Enterprises, LTD For the Management of the 2018 Erie Farmer's Markets and Neighborhood Block Parties in the Amount of \$35,000.00; And, Setting Forth Details in Relation Thereto

[18-048](#) A Resolution By The Board Of Trustees Of The Town Of Erie, Colorado Accepting A Grant Of Permanent Access And Utilities Easement Agreement.

[18-055](#) A Resolution Approving an Amendment to the Agreement with Tyler Technologies to Add the Services of Executime Time and Attendance Software and Setting Forth Details in Relation Thereto.

[18-058](#) A Resolution Of The Board Of Trustees Of The Town Of Erie, Colorado Authorizing Payment To Tyler Technologies For The Licensing Of A Hosted Enterprise Resource Planning System For 2018 In The Net Amount Of \$130,694; And Setting Forth Details In Relation Thereto.

[18-060](#) A Resolution By The Board Of Trustees Of The Town Of Erie, Colorado Authorizing The Appropriate Town Official To Sign A License Agreement, Conditional Upon Verification Of The Final Agreement Form; And, Setting Forth Details In Relation Thereto

[18-031](#) An Ordinance Annexing Erie Gateway South Annexation No. 7, Pursuant To the Petitions Of The Owners Thereof, Providing For The Effective Date Of The Ordinances; And, Setting Forth Details In Relation Thereto.  
SECOND READING

[18-032](#) An Ordinance Zoning The Erie Gateway South Annexation No. 7 Property, Pursuant To The Petition Of The Owners Thereof, To 'LR' - Low Density Residential; Providing For The Effective Date Of This Ordinance; And, Setting Forth Details In Relation Thereto. SECOND READING

Trustee Schutt moved to approve the January 23, 2018 Consent Agenda; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with the following roll call vote:

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

## **V. PUBLIC COMMENT**

Rich Heigel of 4472 Cove Court, Longmont, Colorado, gave public comment on parking concepts associated with Coal Creek Park.

## **VI. PROCLAMATIONS AND PRESENTATIONS**

- [18-014](#) Partners in Energy Update and Draft Action Plan
- [18-013](#) The Sustainable Erie Ad-Hoc Committee
- [18-054](#) Tree Board Update
- [18-020](#) Boulder County Housing and Human Services/Director Frank Alexander/  
Regional Affordable Housing Plan

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

- [18-044](#) PUBLIC HEARING: A Resolution Regarding The Stanley Annexation; Adopting Certain Findings Of Fact And Conclusions Favorable To The Annexation.

Mayor Harris opened the Public Hearing for Agenda Item 18-044 and Agenda Item 18-046 at 7:24 pm. Hearing that no one wished to make public comment, the Mayor closed the Public Hearing at 7:30 pm.

Trustee Charles moved to approve Agenda Item 18-044; the motion was seconded by Trustee Woog. The motion carried with all present voting in favor thereof.

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

- [18-045](#) An Ordinance Annexing The Stanley Property, To Be Known As The Stanley Annexation To The Town Of Erie, Colorado, Providing For The Effective Date Of This Ordinance; And, Setting Forth Details In Relation Thereto. Second Reading

This was the first reading of Agenda Item 18-045, it will be brought back for Board action at the February 13, 2018 Regular Meeting.

- [18-046](#) An Ordinance Zoning The Stanley Property, Pursuant To The Petition Of The Owner Thereof, To PLI-Public Lands And Institutions, Providing For The Effective Date Of This Ordinance; And Setting Forth Details In Relation Thereto. Second Reading.

This was the first reading of Agenda Item 18-046, it will be brought back for Board action at the February 13, 2018 Regular Meeting.

18-049

PUBLIC HEARING: A Resolution Regarding The Rex Ranch Annexation No. 2; Adopting Certain Findings Of Fact And Conclusions Favorable To The Annexation.

Mayor Harris opened the Public Hearing for Agenda Item 18-049 and Agenda Item 18-051 at 7:31 pm. Hearing that no one wished to make public comment, the Mayor closed the Public Hearing at 7:38 pm.

Trustee Charles moved to approve Agenda Item 18-049; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all present voting in favor thereof.

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

18-050

An Ordinance Annexing The Rex Ranch Annexation No. 2 Property, Pursuant To The Petition Of The Owner Thereof, To Be Known As The Rex Ranch Annexation No. 2 Annexation To The Town Of Erie, Colorado; Providing For The Effective Date Of This Ordinance; And, Setting Forth Details In Relation Thereto. SECOND READING.

This was the first reading of Agenda Item 18-050, it will be brought back for Board action at the February 13, 2018 Regular Meeting.

18-051

An Ordinance Zoning the Rex Ranch Annexation No. 2 Property, Pursuant to the Petition of the Owner Thereof, to 'LR' – Low Density Residential; Providing For the Effective Date of this Ordinance. SECOND READING.

This was the first reading of Agenda Item 18-051, it will be brought back for Board action at the February 13, 2018 Regular Meeting.

18-006

A Resolution Approving a First Amended and Restated Maintenance Agreement between the Town of Erie and the Candlelight Ridge Home Owners Association; And Setting Forth Details In Relation Thereto.

Trustee Woog recused himself from discussion and the vote for Agenda Item 18-006 due to a conflict of interest.

Trustee Charles moved to approve Agenda Item 18-006; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all present voting in favor thereof.

**Aye:** 6 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, and Trustee Deakin

**Recused:** 1 - Trustee Woog

## VIII. RESOLUTIONS

[18-010](#)

A Resolution Adopting the Erie Transportation Plan

Trustee Charles moved to approve Agenda Item 18-010; the motion was seconded by Trustee Carroll. The motion carried with all present voting in favor thereof.

[18-011](#)

A Resolution Adopting of the Erie Parkway Corridor Study

Trustee Charles moved to to approve Agenda Item 18-011; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all present voting in favor thereof.

[18-047](#)

PUBLIC HEARING: A Resolution Making Certain Findings Of Fact And Conclusions Favorable To The Special Review Use For Outdoor Storage, At 1121 Telleen Ave.

Mayor Harris opened the Public Hearing for Agenda Item 18-047 at 8:03 pm. Hearing that no wished to make public comment, the Mayor closed the Public Hearing at 8:09 pm.

Trustee Woog moved to approve Agenda Item 18-047; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

[18-052](#)

A Resolution Of The Town Of Erie Authorizing A TABOR Election On April 3, 2018, Fixing The Ballot Title And Question, And Setting Forth Other Details Relating Thereto.

Trustee Charles moved to approve Agenda Item 18-052; the motion was seconded by Trustee Schutt. The motion carried with all present voting in favor thereof.

[18-053](#)

A Resolution Of The Town Of Erie, Fixing The Ballot Title And Question For The Town Of Erie Regular Municipal Election To Be Held On April 3, 2018, And Setting Forth Other Details Relating Thereto.

Trustee Woog moved to approve Agenda Item 18-053; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

[18-064](#)

A Resolution Authorizing The Town Of Erie, Colorado, To Enter Into A Purchase And Sale Agreement For The Purchase Of Real Property, Leases, Easements, Improvements And Related Assets For The Purposes Of Economic Development; Authorizing And Directing The Appropriate Town Officers To Sign Said Purchase And Sale Agreement; And, Setting Forth Details In Relation Thereto.

Mayor Pro Tem moved to approve Agenda Item 18-064; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

**Aye:** 7 - Mayor Harris, Mayor Pro Tem Gruber, Trustee Carroll, Trustee Schutt, Trustee Charles, Trustee Woog, and Trustee Deakin

## **IX. ORDINANCES**

[18-056](#)

An Ordinance Of The Town Of Erie, Colorado, Repealing And Replacing

Title 2, Chapter 5 Article A, "Impact Fees Established," Of The Erie Municipal Code; And, Setting Forth Details In Relation Thereto, and Declaring an Emergency Therefore.

Mayor Pro Tem Gruber moved to suspend Resolution 2-44; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

Trustee Charles moved to approve Agenda Item 18-056; the motion was seconded by Trustee Schutt. The motion carried with all present voting in favor thereof.

#### **X. GENERAL BUSINESS**

[18-036](#) Site Master Plan for Erie Community Park - Final Phase

The Board approved this item by General Consensus.

[18-037](#) Site Master Plan Coal Creek Park/Linear Trail Connection

The Board approved this item by General Consensus.

[18-039](#) Moffat Street Extension Open House

[18-059](#) Erie Village Filing No. 5 Sketch Plan

Agenda Item 18-059 was moved to the February 13, 2018 Regular Meeting.

[18-041](#) Setbacks Discussion

Agenda Item 18-041 will be discussed in further detail at the February 20, 2018 Worksession.

18-079 Broadband Discussion

#### **XI. STAFF REPORTS**

[18-012](#) 2018 Project and Development Open House

[18-038](#) Water and Waste Water Monthly Report

#### **XII. BOARD OF TRUSTEES REPORTS & APPOINTMENTS**

Mayor Pro Tem Gruber reported to the Board of Trustees on his attendance of the Mayors and County Commissioners Highway 36 Coalition Meeting.

Trustee Woog thanked the Town's snow plow drivers for keeping the roads clear and safe.

#### **XIII. ADJOURNMENT**

Trustee Charles moved to adjourn the January 23, 2018 Regular Meeting of the Town of Erie Board of Trustees; the motion was seconded by Trustee Deakin. The

motion carried with all present voting in favor thereof.