



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, December 11, 2018

6:30 PM

Board Room

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

I. CALL MEETING TO ORDER

Mayor Carroll called the December 11, 2018 Regular Meeting to order at 6:31 pm.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: 7 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Charles
Trustee Woog
Trustee Haid
Trustee Gippe
Trustee van Woudenberg

III. APPROVAL OF THE AGENDA

Mayor Pro Tem Deakin moved to approve the December 11, 2018 agenda; the motion was seconded by Trustee Haid. The motion carried with all present voting in favor thereof.

IV. CONSENT AGENDA

[18-436](#) Approval of the November 13, 2018 Draft Meeting Minutes

Attachments: [November 13, 2018 Draft Meeting Minutes](#)

[18-450](#) Approval of the November 19, 2018 Draft Meeting Minutes

Attachments: [November 19, 2018 Draft Meeting Minutes](#)

[18-424](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving A Development Agreement And Accepting Dedications For The Canyon Creek Subdivision Filing No. 5, 1st Amendment Final Plat

Attachments: [18-424 STAFF MEMO](#)
[18-424 RESOLUTION](#)
[18-424 FINAL PLAT](#)
[18-424 DEVELOPMENT AGREEMENT](#)

[18-431](#) A Resolution Establishing And Certifying The Property Taxes For The Town Of Erie, Colorado, In Weld And Boulder Counties For 2018, To Be Collected in 2019.

Attachments: [2019 Mill Levy Resolution - 2018-12-11](#)

[18-432](#) A Resolution Authorizing The Engagement Of Willdan Financial Services For Completion Of A Water, Wastewater and Storm Drainage Rate And Fee Study; And Authorizing And Directing The Appropriate Town Officers To Enter Into An Agreement For Such Services.

Attachments: [Resolution - Water, Wastewater & Storm Drainage Rate Study](#)
[Willdan Financial Services Proposal for Services - 2018-11-26](#)

[18-444](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving An Interconnection Intergovernmental Agreement With The Left Hand Water District

Attachments: [Resolution](#)
[Interconnection Intergovernmental Agreement](#)

[18-445](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving The Fifteenth Interim Agreement With The Northern Intergrated Supply Project Water Activity Enterprise For Participation In The Northern Intergrated Supply Project

Attachments: [Resolution](#)
[Fifteenth Interim Agreement](#)

[18-446](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving An Agreement For Services With Kg Clean, Inc., For 2019 Janitorial Services In The Amount Of \$173,478.00

Attachments: [Resolution](#)
[Agreement for Services](#)

[18-451](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the Town of Erie Standards and Specifications for Design and Construction of Public Improvements, 2019 Edition

Attachments: [Resolution](#)
[Summary of changes](#)

[18-454](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving An Agreement For Services With Haynes Mechanical Systems For 2019 HVAC Maintenance Services In The Amount Of \$20,900

Attachments: [Resolution](#)
[Agreement for Services](#)

[18-456](#) A Resolution Authorizing The Appropriate Town Officer To Sign The Acceptance Of CIRSA Preliminary Insurance Quotes For Worker's Compensation, Property, Casualty, And Associated Optional Coverage Insurance

Attachments: [Resolution](#)

Mayor Pro Tem Deakin moved to approve the December 11, 2018 Consent Agenda; the motion was seconded by Trustee van Woudenberg. The motion carried with the following roll call vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

V. PUBLIC COMMENT

Wolfgang Paul of 237 Wells Street, Erie, Colorado, thanked everyone involved in the reissuance of his business license.

VI. GENERAL BUSINESS

[18-453](#) Consideration of a Community Organization Grant Request from Up with People

Attachments: [Community Grant Request Form](#)
[Up with People - Community Partner Proposal](#)
[Town of Erie - Why Up with People](#)

Bre Fowler of 212 Wells Street, Erie, Colorado, shared her experience with Up with People.

Mayor Pro Tem Deakin moved to approve Agenda Item 18-453; the motion was seconded by Trustee Woog. The motion carried with the following roll call vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[18-435](#) Consideration of the Historic Preservation Advisory Board's Certificate of Appropriateness Recommendations for 645 Holbrook Street

Attachments: [Certificate of Appropriateness Application](#)

VII. PROCLAMATIONS AND PRESENTATIONS

[18-429](#) Benefits of Choosing Colorado Intergovernmental Risk Sharing Agency

(CIRSA)

VIII. RESOLUTIONS

[18-448](#) A Resolution of The Board of Trustees of The Town of Erie Approving The Town of Erie Social Media Policy

Attachments: [Town of Erie Social Media Policy](#)
[Resolution](#)

Trustee Woog moved to approve Agenda Item 18-448 with conditions; the motion was immediately withdrawn by Trustee Woog. Agenda Item 18-448 will be continued to the January 15, 2019 Study Session for discussion.

[18-449](#) A Resolution of The Board of Trustees of The Town of Erie Repealing Section 8 of The Board's Rules of Order & Procedure

Attachments: [Resolution](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 18-449; the motion was seconded by Trustee van Woudenberg. The motion carried with a four (4) for vote and a three (3) against vote with Mayor Carroll, Trustee Charles, and Trustee van Woudenberg voting no.

[18-457](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Approving The Master Pipeline License Agreement With Crestone Peak Resources, LLC.

Attachments: [Resolution](#)
[Master License Agreement](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 18-457; the motion was seconded by Trustee Haid. The motion carried with a six (6) for and one (1) against vote with Trustee Charles voting no.

IX. ORDINANCES

[18-385](#) PUBLIC HEARING: An Ordinance Of The Board Of Trustees Of The Town Of Erie Approving With Conditions The Rex Ranch Planned Unit Development Zoning Map (SECOND READING)

Consideration of PUD Zoning Map for the Rex Ranch Subdivision to allow setback encroachments for below grade window wells and eaves.

Attachments: [18-385 Staff Memo](#)
[18-385 Ordinance No.](#)
[18-385 PUD Zoning Map](#)
[18-385 Additional Applicant Materials](#)
[18-385 Neighborhood Meeting Summary & Affidavit of Posting](#)
[18-385 Public Comment](#)
[18-385 Planning Commission Meeting Minutes](#)

Mayor Carroll continued the Public Hearing from the November 13, 2018 Regular Meeting at 7:58 pm.

Mayor Carroll closed the public comment portion of the Public Hearing at 8:20 pm.

Trustee Charles moved to approve Agenda Item 18-385; the motion was seconded by Trustee Woog. The motion carried with a five (5) for and two (2) against vote with Trustee Gippe and Trustee van Woudenberg voting no.

[18-459](#) An Emergency Ordinance Of The Board Of Trustees Of The Town Of Erie Authorizing The Purchase Of Approximately 255 Acres Of Real Property Generally Located At The Northwest Corner Of I-25 And Erie Parkway For \$6,375,000

Attachments: [Ordinance](#)
[Purchase & Sale Agreement](#)

Trustee Charles moved to approve Agenda Item 18-459; the motion was seconded by Trustee Gippe. The motion carried with the following roll call vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

X. STAFF REPORTS

[18-434](#) Planning & Development Monthly Building Permit Report - October

Attachments: [2018 11-28 Building Permits](#)
[2018 11-28 BP's by Development](#)

[18-452](#) Water Treatment and Water Reclamation Monthly Report

Attachments: [Monthly Report](#)

XI. BOARD OF TRUSTEES REPORTS & APPOINTMENTS

[18-410](#) Appointments to Open Space & Trails Advisory Board, Historic Preservation Advisory Board, and Sustainability Advisory Board

Trustee Haid moved to appoint Timothy Payne to the Open Space & Trails Advisory Board; Mayor Pro Tem Deakin seconded the motion. The motion carried

with all present voting in favor thereof.

Trustee Charles moved to appoint Tracy Colburn and Anthony Coventry to the Historic Preservation Advisory Board; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with all present voting in favor thereof.

Trustee van Woudenberg moved to appoint James Manza to the Sustainability Advisory Board; the motion was seconded by Trustee Haid. The motion carried with six (6) for and one (1) against vote with Trustee Charles voting no.

XII. EXECUTIVE SESSION

[18-458](#)

An Executive Session To Determine Positions Relative To Matters That May Be Subject To Negotiations, Develop A Strategy For Negotiations, And/Or Instruct Negotiators, Pursuant To C.R.S. § 24-6-402(4)(e), Regarding The New Town Administrator

Mayor Pro Tem Deakin moved to go into Executive Session to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), regarding the new Town Administrator. The motion was seconded by Trustee Haid. The motion carried with all present voting in favor thereof.

Mayor Carroll announced; It's Tuesday, December 11, 2018, the time is 8:44 pm. For the record, I am the presiding officer, Mayor Carroll. As required by the Open Meetings Law, this executive session is being electronically recorded. Also present at this executive session are the entire Board of Trustees, Acting Town Administrator Farrell Buller, and Ron Holifield of SGR.

Mayor Carroll announced; the time 9:13 pm, and the executive session has concluded. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Hearing none, Mayor Carroll moved to the next agenda item.

XIII. ADJOURNMENT

Mayor Carroll adjourned the December 11, 2018 Regular Meeting at 9:14 pm.