



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes - Draft

### Board of Trustees

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Tuesday, June 25, 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

THE TIMES LISTED ARE APPROXIMATIONS

#### I. CALL MEETING TO ORDER

Madam Mayor Carroll called the June 25, 2019 Regular Board of Trustees meeting to order at 6:30 pm.

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

**Present:** 6 - Mayor Carroll  
Mayor Pro Tem Deakin  
Trustee Charles  
Trustee Woog  
Trustee Gippe  
Trustee van Woudenberg

**Excused:** 1 - Trustee Haid

#### III. APPROVAL OF THE AGENDA

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

**Aye:** 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

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

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

**Aye:** 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Gippe, and Trustee van Woudenberg

[19-282](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Change Order to the 2019 Janitorial Service Agreement with KG Clean, Inc. in the Amount of \$10,800

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

[19-283](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the 2019 Amendments to the Town of Erie Standards and Specifications for Design and Construction of Public Improvements

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

[19-298](#) A Resolution Consenting to the Dissolution of the Wise Farms Metropolitan Districts Nos. 1 and 2

**Attachments:** [Resolution](#)  
[IGA - Erie & Wise Farms Metro Districts 1 - 2](#)  
[Service Plan Wise Farms Metro Districts 1 - 2](#)

[19-299](#) A Resolution of the Board of Trustees of the Town of Erie promoting the use of native landscaping and low-irrigation practices

**Attachments:** [Resolution](#)  
[Letter - Audubon](#)  
[Letter - Wild Ones](#)

[19-295](#) Approval of June 11, 2019 Draft Meeting Minutes

**Attachments:** [June 11, 2019 Draft Meeting Minutes](#)

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

Jason Grubb of 1800 Glenarm Place, Denver, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Liz Fischer of 635 Moffat Street, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Bryon Bednar of 280 Skylane Drive, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Beth Ewaskowitz of 1807 Quest Drive, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Rich Hiegel of 105 Wells Street, Erie, Colorado, gave public comment on downtown parking.

Luke Coats of 2426 Chandler Court, Fort Collins, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Cody Joane of 1229 Nonaham Lane, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Emily Baer of 1035 Cessna Court, Erie, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

Chris McGowne of 1660 Broadway, Denver, Colorado, gave public comment on Agenda Items 19-300 and 19-301.

## **VI. PROCLAMATIONS AND PRESENTATIONS 6:45 PM**

[19-265](#) Presentation of the 2018 Audit Report and Comprehensive Annual Financial Report

**Attachments:** [Town of Erie - CAFR - 2018](#)  
[Government Required Communication Conclusion - Final & Management's Representation Letter - 2018](#)  
[Report on Internal Control & Compliance - 2018](#)  
[Schedule of Findings and Questioned Costs Final - 2018](#)  
[Landfill - Agreed-Upon Procedures Report - 2019](#)

[19-279](#) National Parks and Recreation Month Proclamation

**Attachments:** [Proclamation](#)  
[2019 Parks and Recreation Month Calendar](#)  
[Medallion Hunt Flyer](#)  
[Scavenger Hunt Flyer](#)

## **VII. RESOLUTIONS 7:45 PM**

[19-296](#) A Resolution Of The Board of Trustees of The Town of Erie Approving the 2019 Trail Wayfinding Master Plan

**Attachments:** [Resolution](#)  
[Trail Wayfinding Master Plan](#)  
[2015 Parks & Trail Sign Program Manual](#)

**Trustee Charles moved to approve Agenda Item 19-296; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.**

**Aye:** 6 - Mayor Pro Tem Deakin, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

## **VIII. ORDINANCES 8:20 PM**

[19-300](#) An Ordinance of the Board of Trustees of the Town Of Erie extending the Temporary Moratorium on the acceptance, processing and approval of any applications under the Unified Development Code related to oil and gas exploration, extraction and related operations until January 28, 2020 to adopt updated regulations as authorized under Senate Bill 19-181

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

**19-301**

An Ordinance of the Board of Trustees of the Town Of Erie extending the Temporary Moratorium on the acceptance, processing and approval of any applications under the Unified Development Code related to oil and gas exploration, extraction and related operations; until January 28, 2020 to adopt updated regulations as authorized under Senate Bill 19-181

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

Trustee van Woudenberg moved to approve Agenda Item 19-301; the motion was seconded by Mayor Pro Tem Deakin. The motion carried with a five (5) for and two (2) against vote with Trustee Charles and Trustee Woog voting no.

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

**Nay:** 2 - Trustee Charles, and Trustee Woog

**IX. GENERAL BUSINESS 9:05 PM**

**19-304**

Community Engagement Plans for "Hot Topics"

**Attachments:** [1. Community Engagement Plan for Unified Development Code](#)  
[2. Community Engagement Plan for Downtown Parking and Circulation](#)  
[3. Community Engagement Plan for Oil and Gas](#)  
[4. Community Engagement Plan for Sustainability](#)

**X. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 10:05 PM**

**XI. EXECUTIVE SESSION 10:10 PM**

**19-297**

Executive Session to Hold a Conference with the Town's Special Counsel to Receive Legal Advice on Specific Legal Questions, Pursuant to C.R.S. § 24-6-402(4)(b), Regarding the Erie Thriving Litigation

Trustee Gippe moved to go into an Executive Session to hold a conference with the Town's Special Counsel to Receive Legal Advice on Specific Legal Questions, Pursuant to C.R.S. § 24-6-402(4)(b), regarding the Erie Thriving litigation. Trustee Charles seconded the motion; the motion carried with all present voting in favor thereof.

Madam Mayor Carroll announced; It's Tuesday, June 25, 2019, and the time is 8:18 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, Town Attorney Patrick Wilson, Deputy Town Administrator Farrell Buller and Town Administrator Malcolm Fleming.

Madam Mayor Carroll announced; the time 8:55 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

## **XII. ADJOURNMENT 10:40 PM**

Madam Mayor Carroll adjourned the June 25, 2019 Regular Board of Trustees meeting at 8:55 pm.