



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, July 23, 2019

6:30 PM

Board Room

TIMES LISTED ARE APPROXIMATIONS

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

Madam Mayor Carroll called the July 23, 2019 Regular Board of Trustees Meeting to order at 6:30 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

Trustee Gippe moved to amend the agenda to postpone Agenda Item 19-328 to the August 13, 2019 Regular Board of Trustees Meeting and add a STAR Award to the July 23, 2019 Board of Trustees agenda. The motion was seconded by Mayor Pro Tem Deakin. The motion carried with all present voting in favor thereof.

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

IV. CONSENT AGENDA 6:35 PM

Mayor Pro Tem Deakin moved to approve the Consent Agenda; Trustee Charles seconded the motion. The motion carried with all present voting in favor thereof.

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

[19-323](#)

A Resolution of the Board of Trustees of the Town of Erie Approving Agreements for Services with Intera Incorporated for Updates to the

Drought Management Master Plan and Water Efficiency Master Plan

Attachments: [Resolution](#)

[Drought Management Master Plan Agreement](#)

[Water Efficiency Master Plan Agreement](#)

[19-332](#) Approval of the July 9, 2019 Meeting Minutes

Attachments: [July 9, 2019 Draft Minutes](#)

V. PUBLIC COMMENT 6:40 PM

Rich Heigel of 105 Wells Street, Erie, Colorado, gave public comment on the parking study and asked if the parking depicted in the parking study could be amended.

19-348 STAR Award

The STAR Award was presented to Town Administrator, Malcolm Fleming, for safety.

VI. PROCLAMATIONS AND PRESENTATIONS 6:45 PM

[19-311](#) Erie Municipal Airport Monthly Report - June 2019

Attachments: [Monthly Report](#)

[19-333](#) A Proclamation Recognizing August 2-11, 2019 as the 150th Anniversary of the Boulder County Fair

Attachments: [Proclamation](#)

VII. RESOLUTIONS 6:55 PM

[19-319](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with PLM Asphalt & Concrete, LLC, for Street Maintenance on Mountain View Boulevard, County Road 4, and County Road 5

Attachments: [Resolution](#)

[Construction Agreement](#)

[Bid Results](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 19-319; Trustee Gippe seconded the motion. 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

[19-320](#) A Resolution of the Board of Trustees of the Town of Erie approving a Construction Contract with A-1 Chipseal Company for Street Maintenance

on Sheridan Boulevard, Ridgeview Drive, and County Line Road

Attachments: [Resolution](#)
[Construction Contract](#)
[Bid Results](#)

Trustee Charles moved to approve Agenda Item 19-320; the motion was seconded by Mayor Pro Tem Deakin. 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

19-328 A Resolution of the Board of Trustees of the Town of Erie Approving Approving with Conditions the Minor Subdivision for Vista Ridge Filing No. 14, 5th Amendment and the Associated Development Agreement

The property is located southeast of Ridge View Circle and Ridge View Drive. The land use application requested for consideration is a minor subdivision for Vista Ridge Filing No. 14, 5th Amendment, which includes three commercial lots on 7.31 acres.

Attachments: a) Staff Memo
b) Resolution
c) Development Agreement
d) Vista Ridge Filing No. 14, 5th Amendment minor subdivision
e) Applicant Information
f) Referral Comments

Agenda Item 19-328 was postponed to the August 13, 2019 Regular Board of Trustees meeting.

VIII. ORDINANCES 7:15 PM

[19-334](#) An Emergency Ordinance of the Board of Trustees of the Town Of Erie Amending Section 10.2.7.c.3.b of the Erie Municipal Code to Update the Flood Insurance Rate Map

Attachments: [Ordinance](#)
[Corrected FEMA letter 2-15-19.pdf](#)
[5-13-19 FEMA Letter.pdf](#)
[Proposed Code changes.docx](#)
[Clean version with Code changes.docx](#)
[P19-14 Areas of Special Flood Hazard.pdf](#)

Mayor Pro Tem Deakin moved to approve Agenda Item 19-334; the motion was seconded by Trustee Gippe. The motion carried with all present voting in favor thereof.

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

X. STAFF REPORTS 7:30 PM

[19-326](#) Sustainability Master Plan Update

[19-337](#) ULI TAP and RFP Next Steps Four Corners Area

The Board of Trustees reached a consensus to provide Town Staff with direction to research alternatives to the Request for Proposal.

[19-339](#) Town Administrator's 2nd Quarterly Status Report on 2019 Work Plan

Attachments: [1. Board of Trustees 2019 Work Plan Q2 Status Report](#)

[19-340](#) Town of Erie Employee Survey

Attachments: [2019 Employee Survey Results](#)

[19-324](#) Erie Art Picnic

Attachments: [Erie Art Picnic Flyer](#)

[19-325](#) Montgomery Drive and Colliers Parkway Road Closures

Attachments: [DETOUR MAP for COLLIERS PKWY-ROAD CLOSURE.pdf](#)

XI. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 8:15 PM

Madam Mayor Carroll report on National Night Out on August 6th at the Erie Community Park. Madam Mayor Carroll reported that National Night Out promotes safety and is an opportunity to meet others in community and Police Department Staff.

Trustee Gippe thanked Town Staff for the ULI TAP. Trustee Gippe encouraged citizens to watch the ULI TAP recording on the Economic Development webpage. Trustee Gippe also reported on the Erie Art Picnic, Farmers Market, and National Night Out.

Trustee Woog asked questions of Town Staff employee survey and the resignation of a staff member. Trustee Woog also inquired if the Board of Trustees could be informed of staff resignations.

Trustee van Woudenberg reported that he served as a moderator on a community discussion with the COGCC director. Trustee van Woudenberg thanked Town Staff for the Public Works tour.

Mayor Pro Tem Deakin congratulated the Vista Ridge Rip Tide Swim Team based in Vista Ridge's Skyline Pool on their end of season. Mayor Pro Tem Deakin also reported that the Vista Ridge Rip Tide Swim Team is soliciting feedback on how many Erie residents would be interested in a full year swim team. Congratulated Vista Ridge Rip Tide Swim Team on a great season.

XII. ADJOURNMENT 8:30 PM

Mayor Pro Tem Deakin adjourned the July 23, 2019 Board of Trustees meeting at 7:38 pm.