



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, December 10, 2019

7:00 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 7:00 PM IN THE BOARD ROOM

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

III. APPROVAL OF THE AGENDA

A motion was made by Trustee Woog, seconded by Trustee Gippe, that
19-590 be added to the resolutions. The motion carries by the following vote.

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and
Trustee van Woudenberg

IV. CONSENT AGENDA 7:05 PM

A motion was made by Trustee Haid, seconded by Trustee Gippe, that this
Agenda Item be approved. The motion carried by the following vote:

Aye: 4 - Mayor Carroll, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

[19-499](#)

A Resolution of the Board of Trustees of the Town of Erie Accepting a
Petition for Annexation of a Parcel of Land Located in Unincorporated
Weld County and Comprised of Approximately 150.287 Acres, Identified
as a Portion of the East One-Half of Section 21, Township 1 North, Range
68 West, and Setting a Public Hearing on the Annexation

Attachments: [Resolution](#)
[Exhibit A Petition](#)
[Annexation Map](#)
[Other Applicant Materials](#)

[19-558](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the

Purchase of Two Variable Frequency Drive Cabinets from Timken Motor & Crane Services, LLC DBA Wazee Electric in an Amount not to Exceed \$38,000

Attachments: [Resolution](#)
[Agreement](#)
[Quotation](#)

[19-559](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Fifth Amendment to Fifth Interim Agreement between the Municipal Subdistrict, Northern Colorado Water Conservancy District, the Windy Gap Firming Project Water Activity Enterprise, and the Erie Water Activity Enterprise for the Windy Gap Firming Project

Attachments: [Resolution](#)
[Fifth Amendment to Fifth Interim Agreement](#)

[19-560](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Third Interim Agreement for Increasing the Capacity of the Southern Water Supply Project, Eastern Phase, in the Amount of \$185,931

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

[19-578](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Sixteenth Interim Agreement with the Northern Intergrated Supply Project Water Activity Enterprise for Participation in the Northern Intergrated Supply Project Phases 3A, 5, and 6 Project in the Amount of \$1,625,000

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

[19-579](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for the Town of Erie Skiba Amendment Subdivision

Attachments: [a. Resolution](#)
[b. Development Agreement](#)
[c. Development Agreement - Exhibit A](#)
[d. Development Agreement - Exhibit B](#)
[e. Town of Erie Skiba Amendment \(Final Plat\)](#)

[19-587](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Colorado Department of Local Affairs Renewable and Clean Energy Grant Application in the Amount of \$766,704

Attachments: [Resolution](#)
[Grant Application](#)
[Appendix](#)

[19-589](#) A Resolution of the Board of Trustees of the Town of Erie Designating the April 7, 2020, Regular Election a Mail Ballot Election and Authorizing the Town Clerk to Appoint Election Judges

Attachments: [Resolution](#)

[19-590](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Colorado Department of Local Affairs Energy/Mineral Impact Assistance Grant Application in the Amount of \$785,955

Attachments: [Resolution](#)
[Grant Application](#)
[Budget & Schedule](#)

A motion was made by Trustee Woog, seconded by Trustee Charles, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-593](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract to Roche Constructors, Inc. for the Clayton Park Construction Project in the Amount of \$1,850,700; and a Resolution Authorizing Award of a Contract to Wember, Inc., for Owner's Representation in the Amount of \$64,854

Attachments: [Resolution](#)
[Roche Constructors Construction Contract](#)
[Wember Owner's Representation Contract](#)

[19-596](#) Approval of November 12, 2019 Meeting Minutes

Attachments: [November 12, 2019 Draft Meeting Minutes](#)

[19-604](#) A Resolution of the Board of Trustees of the Town of Erie Establishing and Certifying the Property Taxes for the Town of Erie in Weld County and Boulder County for 2019, to be Collected in 2020

Attachments: [Resolution](#)

V. PUBLIC COMMENT

VI. PROCLAMATIONS AND PRESENTATIONS

[19-603](#) Presentation of the Star Award to the Erie Police Department

VII. RESOLUTIONS

[19-597](#) A Resolution of the Board of Trustees of the Town of Erie Approving in Principle the Preliminary Master Plan for the Erie Town Center

Attachments: [Resolution](#)
[DPZ CoDesign Erie Town Center Charrette Work Product](#)
[Erie Town Center Code Principles](#)
[Town Center Charrette Comments](#)

**A motion was made by Trustee Haid, seconded by Trustee van Woudenberg, that this Agenda Item be approved. The motion carried by the following vote:
Public Comment was made by Jon Lee 2500 Arapahoe, Denver.**

Aye: 4 - Mayor Carroll, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

[19-576](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the Sustainability Master Plan

Attachments: [Resolution](#)
[Sustainability Master Plan](#)
[Executive Summary](#)
[BOT Presentation](#)

A motion was made by Trustee van Woudenberg, seconded by Trustee Haid, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 4 - Mayor Carroll, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

VIII. PROCLAMATIONS AND PRESENTATIONS

[19-599](#) Storm Event Presentation

Attachments: [Presentation](#)

IX. ORDINANCES

[19-581](#) An Ordinance of the Board of Trustees of the Town of Erie Extending the Temporary Moratorium on the Acceptance, Processing and Approval of Applications under the Unified Development Code Related to Oil and Gas Exploration, Extraction and Related Operations Until July 28, 2020

Attachments: [Ordinance](#)

A motion was made that this Agenda Item be approved. The motion carried by the following vote:

Aye: 4 - Mayor Carroll, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

[19-586](#)

PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Repealing and Reenacting Chapter 1, Title 9 of the Erie Municipal Code and Adopting the Following Codes by Reference with Amendments: The 2015 Editions of the International Building Code, International Residential Code, International Energy Conservation Code, International Mechanical Code, International Plumbing Code, International Fuel Gas Code, International Existing Building Code, International Fire Code, and the International Swimming Pool & Spa Code, and the 2017 Edition of the National Electrical Code

Attachments: [Ordinance](#)

[Links to Electronic "Read Only" Version of Codes](#)

[Code Adoptions Locally](#)

A motion was made by Trustee Haid, seconded by Trustee Woog, that this Agenda Item be amended. The motion carried by the following vote:

Aye: 5 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, and Trustee van Woudenberg

Nay: 1 - Trustee Gippe

LAND DEVELOPMENT RESOLUTIONS AND ORDINANCES

A Resolution of the Board of Trustees of the Town of Erie Accepting Dedications as Shown on the Final Plat for the Front Range Landfill Minor Subdivision, 1st Amendment

Attachments: [a. Resolution](#)

[b. Front Range Landfill Minor Subdivision, 1st Amendment](#)

A motion was made by Trustee Haid, seconded by Trustee Charles, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-571](#)

PUBLIC HEARING: A Resolution of the Board of the Trustees of the Town of Erie Approving a Special Review Use for an Electrical Substation Facility

Attachments: [a. Resolution](#)
[b. Staff Report](#)
[c. Special Review Use/Site Plan Document](#)
[d. Application, Narrative, & Construction Logistics Plan](#)
[e. Review Comments](#)
[f. Other Applicant Materials](#)
[g. Notifications](#)
[h. Neighborhood Meeting Summary/Documentation](#)
[i. Staff Presentation](#)
[j. Applicant Presentation](#)
[k. PC Meeting Minutes 11-20-19](#)
[l. PC Resolution No. P19-31](#)

It was requested to strike the route map requests from the traffic plan.

A motion was made by Trustee Haid, seconded by Trustee Charles, that this Agenda Item be amended. The motion carried by the following vote:

Aye: 4 - Mayor Carroll, Trustee Charles, Trustee Haid, and Trustee Gippe

Nay: 1 - Trustee Woog

19-572

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving a Site Plan for an Electrical Substation Facility

Attachments: [a. Resolution](#)
[b. Staff Report](#)
[c. Special Review Use/Site Plan Document](#)
[d. Application, Narrative, & Construction Logistics Plan](#)
[e. Review Comments](#)
[f. Other Applicant Materials](#)
[g. Notifications](#)
[h. Neighborhood Meeting Summary/Documentation](#)
[i. Staff Presentation](#)
[j. Applicant Presentation](#)
[k. PC Meeting Minutes 11-20-19](#)
[l. PC Resolution No. P19-32](#)

A motion was made by Trustee Haid, seconded by Trustee Charles, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

19-500

An Ordinance of the Board of Trustees of the Town of Erie Annexing to the Town Certain Unincorporated Territory Owned by the Town in Section 15

T1N, R68W, Weld County

Attachments: [Annexation Ordinance](#)
[Exhibit A Legal Description South](#)
[Annexation Map](#)
[Annexation Impact Report](#)
[Weld County Notice Letter](#)
[Record of Notice to Weld County](#)

A motion was made by Trustee Charles, seconded by Trustee Gippe, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-551](#) I-25 North Parcel Annexation An Ordinance Of The Board Of Trustees Of The Town Of Erie Approving And Accomplishing The Annexation Of Contiguous Unincorporated Territory Owned By The Town Of Erie Located Within Section 15 T1N, R68W In Weld County

Attachments: [Annexation Ordinance](#)
[Exhibit A Legal Description North](#)
[Annexation Map](#)
[Annexation Impact Report](#)
[Weld County Notice Letter](#)
[Record of Notice to Weld County](#)

A motion was made by Trustee Charles, seconded by Trustee Gippe, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

[19-584](#) An Ordinance of the Board of Trustees of the Town of Erie Zoning Certain Recently Annexed Property as Agricultural/Open Space

Attachments: [Initial Zoning Ordinance](#)
[Exhibit A Legal Description](#)
[Initial Zoning Map](#)
[Posted Notice](#)
[Mailed Notice](#)
[Published Notice](#)
[I-25 Property Presentation](#)

A motion was made by Trustee Charles, seconded by Trustee Gippe, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

19-570

PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie approving with conditions the Parkdale P.U.D. Overlay Map, Amendment No. 1

Attachments: [a. Staff Report](#)
[b. PUD Ordinance](#)
[c. Existing Parkdale P.U.D. Overlay Map](#)
[d. Proposed PUD document](#)
[e. PC Resolution P19-30](#)
[f. Planning Commission Minutes 11-6-2019](#)
[g. Application and Narrative](#)
[h. Other Applicant Materials](#)
[i. Referral Agency Comments](#)
[j. Neighborhood Meeting Summary](#)
[k. Notifications](#)
[l. Public Comment](#)
[m. Applicant Presentation](#)
[n. Staff Presentation](#)

A motion was made by Trustee Charles, seconded by Trustee Woog, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6- Mayor Carroll, Trustee Haid, Trustee Woog, Trustee Gippe, Trustee Charles, and Trustee van Woudenberg

19-605

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Amended and Restated Service Plan for Parkdale Metropolitan Districts Nos. 1-3

Attachments: [Resolution](#)
[Amended and Restated Parkdale Service Plan](#)
[Amended Service Plan Presentation](#)

A motion was made by Trustee Charles that this Agenda Item be approved. The motion carried by the following vote:

Aye: 6- Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

X. RESOLUTIONS

19-606

A Resolution of the Board of Trustees of the Town of Erie Approving First Amendment of the Agreement for Professional Services with Hoffmann, Parker, Wilson & Carberry. P.C. to include Urban Renewal Authority Legal Counsel Services

Attachments: [Resolution](#)
[First Amendment to the Professional Services Agreement](#)
[Statement of Interest](#)

A motion was made by Trustee Haid, seconded by Trustee van Woudenberg, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 4 - Mayor Carroll, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

Nay: 2 - Trustee Charles, and Trustee Woog

XI. ORDINANCES

[19-595](#) PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Amending Section 10.7.7 of the Erie Municipal Code regarding Annexation Subdivision Plats

Attachments: [Staff Memo](#)
[Ordinance](#)
[Public Hearing Notice](#)
[Planning Commission Meeting Minutes](#)
[Planning Commission Resolution P19-33](#)

Madam Mayor Carroll opened the public hearing for Agenda Item 19-595. The Ordinance passed unanimously with the following vote.

Aye: 6 - Mayor Carroll, Trustee Charles, Trustee Woog, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

XII. PROCLAMATIONS AND PRESENTATIONS

[19-580](#) A Presentation on the planned Town of Erie 2020 July 4th Celebration - Firecracker Festival
This item was tabled to further research.

[19-598](#) Historic Preservation Master Plan Recommendations

XIII. STAFF REPORTS 10:50 PM

[19-574](#) Erie Municipal Airport Monthly Report - November 2019

Attachments: [Monthly Report](#)

[19-575](#) Public Works Monthly Report - December

Attachments: [Monthly Report](#)

XIV. BOARD OF TRUSTEES REPORTS & APPOINTMENTS

XV. ADJOURNMENT 12:40AM

**Madam Mayor Carroll adjourned the December 10, 2019 Regular Meeting at
12:40 AM**

Rollcall

Rollcall

Present: 6 - Mayor Carroll
Trustee Charles
Trustee Woog
Trustee Haid
Trustee Gippe
Trustee van Woudenberg
Absent: 1 - Mayor Pro Tem Deakin