



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes

### Board of Trustees

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Tuesday, October 26, 2021

6:30 PM

Board Room

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via Hybrid Meeting- In person and virtual  
<https://bit.ly/OCT26BOT>

#### I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem Haid called the meeting to order at 6:32 p.m.

#### II. ROLL CALL

**Present:** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent:** 2 - Trustee Harrison  
Mayor Carroll

#### III. APPROVAL OF AGENDA

Trustee Bell made a motion to approve the agenda. Trustee Loflin seconded the motion. The motion passed by the following vote at 6:35 p.m.

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

#### IV. CONSENT AGENDA

[21-449](#) Approval of the October 12, 2021 Board of Trustees Meeting Minutes

**Attachments:** [October 12, 2021 BOT Meeting Minutes](#)

[21-452](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Weld County 2021 Multi-Jurisdictional Hazard Mitigation Plan

**Attachments:** [Resolution 21-146.docx](#)  
[weld-county-hazard-migition-plan-2021.pdf](#)

[21-454](#) A Resolution of the Board of Trustees of the Town of Erie Approving a 2022 Land and Water Conservation Fund Grant Application for the Coal

## Creek Park Redevelopment Project

**Attachments:** [Resolution 21-144](#)

[21-455](#)

A Resolution of the Board of Trustees of the Town of Erie Approving A Construction Contract with ECI Site Construction Management for Drainage Improvements at Clayton Park

**Attachments:** [Resolution 21-143](#)  
[Construction Contract](#)

[21-461](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with Kennedy Jenks, for designing the Boulder Creek Streambank Stabilization Improvements

**Attachments:** [Resolution 21-148](#)  
[Professional Services Agreement](#)  
[Overview Map](#)  
[Boulder Creek Streambank Erosion Photo](#)

Trustee Loflin made a motion to approve the Consent Agenda. Trustee Bell seconded the motion. The motion passed by the following vote at 6:36 p.m.

**Ayes:**

Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent:**

Trustee Harrison  
Mayor Carroll

**V. PUBLIC COMMENT AND NON-AGENDA ITEMS**

Mayor Pro Tem Haid read the Public Comment Rules. Public Comment opened at 6:35 p.m.

With no speakers, Public Comment closed at 6:37 p.m.

**VI. GENERAL BUSINESS**

[21-466](#)

Presentation of 90 Second Celebration Video

Melissa Wiley, Deputy Town Administration, introduced the video at 6:37 p.m.

[21-471](#)

PUBLIC HEARING: Request to Open and Continue the Public Hearing on the Ordinance Repealing and Reenacting Section 10-6-14 of the Erie Municipal Code Regarding Development and Design Standards for Oil and Gas Facilities

Public Hearing opened at 6:44 p.m.

With no speakers, Public Hearing closed at 6:45 p.m.

**Trustee Bell made a motion to continue the item to the December 14, 2021 Board of Trustee meeting. Trustee Loflin, seconded the motion. The motion passed by the following vote at 6:44 p.m.**

**Ayes** 3 - Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Nayes** 1 - Trustee van Woudenberg

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-473](#)

PUBLIC HEARING: Request to Open and Continue the Public Hearing on an Ordinance of the Board of Trustees of the Town of Erie Repealing and Reenacting Chapters 2, 3, 4, 5, 6, 7, 9 and 11 of Title 10 of Erie Municipal Code

Public Hearing opened at 6:44 p.m.

With no speakers, Public Hearing closed at 6:45 p.m.

**Trustee Bell made a motion to continue the item to the December 14, 2021 Board of Trustee meeting. Trustee Loflin, seconded the motion. The motion passed by the following vote at 6:44 p.m.**

**Ayes** 3 - Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Nayes** 1 - Trustee van Woudenberg

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-444](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement with the Vista Ridge Metropolitan District for Maintenance of Ponds and Sidewalks

**Attachments:** [Resolution 21-150](#)  
[Agreement](#)

Todd Fessenden, Public Works Director, presented the item at 6:46 p.m.

**Trustee van Woudenberg made a motion to approve the Resolution. Trustee Loflin, seconded the motion. The motion passed by the following vote at 6:58 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-457](#) A Resolution of the Board of Trustees of the Town of Erie Approving A Construction Manager At-Risk (CMAR) Contract with ECI Site Construction Management for the Coal Creek Park Redevelopment Project

**Attachments:** [Resolution 21-145](#)  
[Construction Contract](#)

Patrick Hammer, Parks & Recreation Director, and Luke Bolinger, Special Project Manager, presented the item at 6:58 p.m.

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**Trustee van Woudenberg made a motion to approve the Resolution. Trustee Bell seconded the motion. The motion passed by the following vote at 7:18 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-460](#) PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Westerly Filing No. 1, Amendment No. 1 Final Plat and First Amendment to the Westerly Filing No. 1 Development Agreement and Accepting Dedications as Shown on the Final Plat

**Attachments:** [Resolution 21-147](#)  
[Proposed Final Plat](#)  
[Staff Report](#)  
[Application and Narrative](#)  
[Other Applicant Materials - Civil Plans Part 1 of 3](#)  
[Other Applicant Materials - Civil Plans Part 2 of 3](#)  
[Other Applicant Materials - Civil Plans Part 3 of 3](#)  
[Other Applicant Materials - Landscape Plans Part 1 of 2](#)  
[Other Applicant Materials - Landscape Plans Part 2 of 2](#)  
[Other Applicant Materials - Civil Reports](#)  
[Other Applicant Materials - Other Reports](#)  
[Other Applicant Materials - Titlework and ALTA](#)  
[Referral Comments](#)  
[Neighborhood Meeting Summary](#)  
[Notifications](#)  
[Staff Presentation](#)  
[Applicant Presentation](#)  
[PC Resolution P21-19](#)  
[Signed DA Amendment](#)

Allison Altaras, attorney with Otten Johnson, requested this item be continued to November 9, 2021 Board of Trustees Meeting at 7:18 p.m.

**Trustee Bell made a motion to continue this item until the November 9, 2021 Board of Trustee Meeting. Trustee Loflin seconded the motion. The motion passed by the following vote at 7:20 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

**21-459**

**PUBLIC HEARING:** An Ordinance of the Board of Trustees of the Town of Erie Approving the Westerly Planned Unit Development

**Attachments:** [Ordinance 35-2021](#)  
[Proposed PUD Overlay](#)  
[Staff Report](#)  
[Existing PUD Overlay](#)  
[Application and Narrative](#)  
[Other Applicant Materials](#)  
[Referral Comments](#)  
[Neighborhood Meeting Summary](#)  
[Notifications](#)  
[Staff Presentation](#)  
[Applicant Presentation](#)  
[PC Resolution P21-18](#)

Allison Altaras, attorney with Otten Johnson, requested this item be continued to November 9, 2021 Board of Trustees Meeting.

**Trustee Bell made a motion to continue this item until the November 9, 2021 Board of Trustee Meeting. Trustee Loflin seconded the motion. The motion passed by the following vote at 7:20 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-458](#) PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Rezoning Portions of the Westerly Property from Low Density Residential to Agricultural/Open Space, and from Agricultural/Open Space to Low Density Residential, as shown on the Westerly Zoning Map Amendment No. 2

**Attachments:** [Ordinance 34-2021](#)  
[Proposed Zoning Map](#)  
[Staff Report](#)  
[Application and Narrative](#)  
[Other Applicant Materials](#)  
[Referral Comments](#)  
[Neighborhood Meeting Summary](#)  
[Notifications](#)  
[Staff Presentation](#)  
[Applicant Presentation](#)  
[PC Resolution P21-17](#)

Allison Altaras, attorney with Otten Johnson, requested this item be continued to November 9, 2021 Board of Trustees Meeting at 7:18 p.m.

**Trustee Bell made a motion to continue this item until the November 9, 2021 Board of Trustee Meeting. Trustee Loflin seconded the motion. The motion passed by the following vote at 7:20 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

[21-373](#) PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Service Plan for Spring Hill Metropolitan Districts Nos. 1-4

**Attachments:** [Resolution 21-149.docx](#)

[Spring Hill Service Plan Presentation, 2021-10-15.PPTX](#)

[2021.10.19 Memo Re District Compliance with Draft Policy](#)

[Spring Hill Residential Service Plan, 2021-10-19 \(PDF\).PDF](#)

[Spring Hill Residential Service Plan, 2021-10-19 \(redline\).DOCX](#)

[Certificate Concerning Notices of Public Hearing on Consolidated Service Plan.PDF](#)

[Cover Letter for Service Plans, 2020-12-17](#)

[Spring Hill Residential Metropolitan District Nos 1-4 Service Plan Review 02-07-21](#)

[Response to Ehlers Memo re Service Plan Review, 2021-05-25 \(Final\)](#)

[Spring Hill Metropolitan Districts Nos. 1-4 Market Study, 2021-05-18](#)

[Ehlers WBA Response Review 2021-07-01](#)

The Public Hearing opened at 7:24 p.m.

Kristin Bowers Tompkins, White Bear Ankele Tanaka & Waldron, Zachary Bishop, Piper Sandler & Co., Nick Taylor, North Slope Capital Advisors, Megan Murphy, White Bear Ankele Tanaka & Waldron and Chris Elliott, Spring Hill Developer, presented the item beginning at 7:25 p.m.

With no speakers, Public Hearing closed at 8:26 p.m.

**Trustee Bell made a motion to approve the Resolution. Trustee Loflin seconded the motion. The motion passed by the following vote at 8:31 p.m.**

**Ayes** 4 - Trustee van Woudenberg  
Trustee Bell  
Mayor Pro Tem Haid  
Trustee Loflin

**Absent** 2 - Trustee Harrison  
Mayor Carroll

## **VII. STAFF REPORTS**

[21-463](#) Planning & Development Monthly Report

**Attachments:** [Planning & Development Monthly Report - October](#)

[21-430](#) Public Works Monthly Report

**Attachments:** [Monthly Report](#)

## **VIII. BOARD MEMBER REPORTS AND ANNOUNCEMENTS**

Board members spoke about the methane leak north of Soaring Heights, construction schedule for 2022, potential statement regarding Boulder Valley School District recalls, Police Department's Citizens Academy, Boo on Briggs, Electric Vehicle showcase, Halloween Safety Stop, Erie Submit update and crosswalks at Erie Highlands.

## **IX. ADJOURNMENT**

Mayor Pro Tem Haid adjourned the meeting at 8:49 p.m.

Approved: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Town Clerk