



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, January 11, 2022

6:30 PM

via virtual meeting

<https://bit.ly/0111BOT>

I. Call Meeting to Order and Pledge of Allegiance

Mayor Carroll called the meeting to order at 6:31 p.m.

II. Roll Call

Present: 7 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Loflin
Trustee Brooks

III. Approval of Agenda

Trustee Bell made a motion to approve the agenda. Mayor Pro Tem Haid seconded the motion. The motion passed by the following vote at 6:33 p.m.

Ayes 7 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Loflin
Trustee Brooks

IV. Executive Session

Mayor Pro Tem Haid made a motion to go into Executive Session. Trustee Brooks seconded the motion. The motion passed by the following vote at 6:35 p.m.

Ayes 7 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Loflin
Trustee Brooks

[22-25](#)

Executive Session for the purposes of discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the

appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Administrator.

The time is 8:13 p.m., 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.

Seeing none, the next item is the Consent Agenda.

V. Consent Agenda

22-07

Approval of the December 7, 2021 Board of Trustees Special Meeting Minutes and the December 14, 2021 Board of Trustees Regular Meeting Minutes

Attachments: [December 7, 2021 BOT Special Meeting Minutes](#)
[December 14, 2021 BOT Regular Meeting Minutes](#)

22-22

A Resolution of the Board of Trustees of the Town of Erie Designating the April 5, 2022 Regular Election a Mail Ballot Election and Authorizing the Town Clerk to Appoint Election Judges

Attachments: [Resolution 22-09](#)

22-26

A Resolution of the Board of Trustees of the Town of Erie Designating the Town's Website as the Town's Official Posting Location for 2022

Attachments: [Resolution 22-12](#)

22-27

A Resolution of the Board of Trustees of the Town of Erie Appointing a Member to the Tree Board

Attachments: [Resolution 22-13](#)
[Tree Board Appointment](#)

22-20

A Resolution of the Board of Trustees of the Town of Erie Adopting the Town's Three-Mile Plan

Attachments: [Resolution No. 22-08](#)

22-05

A Resolution of the Board of Trustees of the Town of Erie Approving the Eighteenth Interim Agreement Between the Northern Colorado Water

Conservancy District, Through its Northern Integrated Supply Project Water Activity Enterprise and the Town of Erie, Acting By and Through its Erie Water Activity Enterprise

Attachments: [Resolution 22-02](#)
[Agreement](#)
[NISP-Participant-map](#)

[22-06](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Payment to Badger Meter for the Purchase of Water Meters

Attachments: [Resolution 22-01](#)

[22-09](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with Colorado Paving, Inc., for the Erie Parkway & Weld County Road 7 Intersection Improvements

Attachments: [Resolution 22-10](#)
[Construction Contract](#)
[Vicinity Map](#)

[22-11](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Services Agreement for the Purchase of Bulk Fuel from Hill Petroleum

Attachments: [Resolution 22-04](#)
[Weld County Contract](#)
[Town of Erie Agreement](#)

[22-13](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Second Amendment to Professional Services Agreement with Hoffmann, Parker, Wilson & Carberry, P.C. to Increase the Hourly Compensation Rate

Attachments: [Resolution 22-05](#)
[Second Amendment to Professional Services Agreement](#)

[22-19](#) 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 Nine Mile Corner Amendment No. 2 Subdivision

Attachments: [Resolution No. 22-06](#)
[Nine Mile Corner Amd. No. 2 Subdivision](#)
[Development Agreement](#)

[22-21](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with J-U-B Engineers, Inc., for Construction Management Services for the Erie Parkway & Weld County Road 7 Intersection Improvements

Attachments: [Resolution 22-11](#)
[Construction Management Services](#)
[Vicinity Map](#)

[22-29](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Professional Services Agreement for the Parks, Recreation and Open Space Infrastructure and Funding Analysis with Berry, Dunn, McNeil & Parker, LLC

Attachments: [Resolution No. 22-14](#)
[Professional Services Agreement - Berry, Dunn, McNeil & Parker, LLC](#)

Trustee Harrison made a motion to approve the Consent Agenda. Trustee Bell seconded the motion. The motion passed by the following vote at 8:15 p.m.

Ayes 7:
Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Loflin
Trustee Brooks

VI. Public Comment and Non-Agenda Items

Mayor Carroll read the Public Comment rules and opened Public Comment at 8:15 p.m.

With no speakers, Public Comment closed at 8:16 p.m.

VII. General Business

[22-14](#) Presentation of 2021 Outstanding Resident Award
Melissa Wiley, Deputy Town Administrator, presented the Outstanding Resident Award to Trustee Brooks at 8:17 p.m.

[22-15](#) Presentation of 90 Second Celebration Video
Julian Jacquin, Director of Economic Development, and Patrick Hammer, Parks and Recreation Department Director, presented this item at 8:23 p.m.

[21-527](#) Proclamation in Support of National Radon Action Month

Attachments: [Proclamation](#)

Trustee van Woudenberg read the proclamation at 8:31 p.m.

[22-33](#) Proclamation to Recognize School Choice Week in the Town of Erie

Attachments: [Proclamation](#)

Mayor Carroll read the proclamation at 8:33 p.m.

[21-470](#) PUBLIC HEARING: 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

Attachments: [Ordinance 03-2022](#)

[Staff Report](#)

[Chapter 2 Clean](#)

[Chapter 3 Clean](#)

[Chapter 4 Clean](#)

[Chapter 5 Clean](#)

[Chapter 6 Clean](#)

[Chapter 7 Clean](#)

[Chapter 7 Clean Planning Commission Version](#)

[Chapter 9 Clean](#)

[Chapter 11 Clean](#)

[Development Design Standards](#)

[Chapter 2 Redline](#)

[Chapter 3 Redline](#)

[Chapter 4 Redline](#)

[Chapter 5 Redline](#)

[Chapter 6 Redline](#)

[Chapter 7 Redline](#)

[Chapter 7 Redline Planning Commission Version](#)

[Chapter 9 Redline](#)

[Chapter 11 Redline](#)

[HBA Comments and Town Responses](#)

[PC Resolution P21-21](#)

[Notice](#)

[Staff Presentation](#)

The Mayor opened the Public Hearing at 8:35 p.m.

Deborah Bachelder, AICP, Planning Manager/Deputy Director of Planning & Development presented the item at 8:36 p.m.

The following individuals spoke:

1. Andrew Sawusch
2. Daniel Hoback

The public hearing closed at 9:45 p.m.

Trustee van Woudenberg made a motion to approve the resolution with the following amendment: to approve the Chapter 7 Planning Commission Version and not the staff recommended version. Trustee Bell seconded the motion. The motion passed with the following vote at 9:57 p.m.

Ayes 7 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Loflin
Trustee Brooks

22-17

PUBLIC HEARING: Request to Open and Continue the Public Hearing of an Ordinance of the Board of Trustees of the Town of Erie Rezoning the Spring Hill Property from LR - Low Density Residential to PD - Planned Development to the February 8, 2022 Board of Trustees Meeting

Attachments: [1. BOT Ordinance No. 02-2022](#)
[2. Draft PC Resolution No. P21-25](#)
[3. Proposed PD zoning document](#)
[4. Staff Report](#)
[5. Application and Narrative](#)
[6. Other Applicant Materials](#)
[7. Referral Agency Comments](#)
[8. Neighborhood Meeting Summary](#)
[9. Notifications](#)
[10. Public Comment](#)
[11. Applicant Presentation](#)
[12. Staff Presentation](#)

The Public Hearing opened at 10:02 p.m.

Mayor Pro Tem Haid made a motion to continue this item to the February 8, 2022 Board of Trustees Meeting. Trustee van Woudenberg seconded the motion. The motion passed by the following vote at 10:04 p.m.

Ayes 6 - Trustee van Woudenberg
Trustee Bell
Trustee Harrison
Mayor Carroll
Mayor Pro Tem Haid
Trustee Brooks


Absent 1 - Trustee Loflin

VIII. Board Member Reports and Announcements

Board members spoke about the upcoming Anti-Bullying Zoom meeting, Radon Awareness Month, risk mitigation plan for all oil and gas sites in Erie and text messages sent to residents regarding home rule/statutory town information. Board Members also mentioned that the Boulder OEM website has a list of items needed for the Marshall Fire victims with drop-off locations. They thanked first responders, staff and residents for all the support for the Marshall Fire victims.

IX. Adjournment

Mayor Carroll adjourned the meeting at 10:18 p.m.

Approved 
Mayor

Attest 
Town Clerk