



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda

### Historic Preservation Advisory Board

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Monday, July 28, 2025

6:30 PM

Community Room Town Hall

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In Person

Doors lock @ 6:45 p.m.

1. Call Meeting to Order

2. Roll Call and Verification of Quorum

3. Approval of Agenda

4. Approval of Previous Meeting Minutes

A. *Approval of June 23, 2025 minutes*

5. Public Comment

5. General Business

A. *Events*

1. *Erie Air Fair: September 7, 2025 from 10:00 a.m.-2:00 p.m.*
2. *Biscuit Day: September 20, 2025 from 8:00 a.m.-12:00 p.m.*

B. *Monthly Budget Report*

**25-445**

Monthly Budget Update

**Attachments:**

HPAB Budget Summary

C. *Historic District Research*

**25-452**

Historic District Research

**Attachments:**

OTE Historic District Presentation  
OTE Residents Survey QR Code  
OTE Business Owners Survey QR Code

D. *Planning Report*

E. *Social Media*

F. *Phase III Surveys*

1. *Statement of work released to BidNet*
2. *Bids due August 1, 2025*

G. *Tax Credits*

H. *Railroad History Grant*

I. *Certificate of Appropriateness for the Schofield Barn Rehabilitation Work*

**25-448**

Certificate of Appropriateness for the Schofield Barn Rehabilitation Work

**Attachments:** Schofield\_COA\_Narrative.pdf  
Schofield\_Written Findings\_Draft  
Schofield\_Written Findings\_Draft

*J. New Applications for Filling the HPAB Vacancy*

**25-447** New Applications for Filling the HPAB Vacancy

**Attachments:** Jillian Ayers  
Lisa Cunningham  
Alex Wicks

## 6. Adjournment

*A. Next regular in person meeting August 25, 2025 @ 6:30 p.m.*



## Historic Preservation Advisory Board

**Board Meeting Date: 7/28/2025**

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**File #:** 25-445, **Version:** 1

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**SUBJECT:**

Monthly Budget Update

**DEPARTMENT:** Planning & Development

**PRESENTER(S):** Harry Brennan

**TIME ESTIMATE:** N/A

*For time estimate: please put 0 for Consent items.*

**SUMMARY/KEY POINTS**

No budget has been spent as of 7/1/25

**ATTACHMENT(S):**

1. Budget Snapshot



Town of Erie, CO

## Budget Report

### Account Summary

For Fiscal: 2025 Period Ending: 07/31/2025

|                                          |                                    | Original<br>Total Budget | Current<br>Total Budget | Period<br>Activity | Fiscal<br>Activity | Encumbrances | Variance<br>Favorable<br>(Unfavorable) | Percent<br>Remaining |
|------------------------------------------|------------------------------------|--------------------------|-------------------------|--------------------|--------------------|--------------|----------------------------------------|----------------------|
| Fund: 100 - GENERAL FUND                 |                                    |                          |                         |                    |                    |              |                                        |                      |
| Expense                                  |                                    |                          |                         |                    |                    |              |                                        |                      |
| <a href="#">100-10-110-575110-000000</a> | Historical Preservation Commission | 4,000.00                 | 4,000.00                | 0.00               | 0.00               | 0.00         | 4,000.00                               | 100.00 %             |



## Historic Preservation Advisory Board

**Board Meeting Date: 7/28/2025**

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**File #:** 25-452, **Version:** 1

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**SUBJECT:**

Historic District Research

**DEPARTMENT:** Planning & Development

**PRESENTER(S):** Lara Thomas

**TIME ESTIMATE:** 15 minutes

*For time estimate: please put 0 for Consent items.*

**POLICY ISSUES:**

Old Town Erie Presentation and Discussion

**STAFF RECOMMENDATION:**

To review the presentation and procedure of the project

**SUMMARY/KEY POINTS**

Presentation

Discussion

Updates

**BACKGROUND OF SUBJECT MATTER:**

Presentation to the Historic Preservation Advisory Board on the History of Old Town Erie Business District.

**TOWN COUNCIL PRIORITY(S) ADDRESSED:**

- ☒ Attractive Community Amenities
- ☒ Engaged and Diverse Community
- ☒ Prosperous Economy
- ☐ Well-Maintained Transportation Infrastructure
- ☒ Small Town Feel
- ☒ Safe and Healthy Community
- ☐ Effective Governance
- ☐ Environmentally Sustainable
- ☐ Fiscally Responsible

**ATTACHMENT(S):**

Please list attachments in a numbered list OR delete list and use N/A

1. OTE Historic District Presentation
2. OTE Residents Survey QR Code
3. OTE Business Owners Survey QR Code

SAMPLE

PLAN TO ENGAGE THE PUBLIC

# HISTORIC DISTRICT: OLD TOWN ERIE

HPAB // LARA THOMAS



# **DISCLAIMER**

I am not familiar with the limitations a Town of Erie Board has in relation to communicating with the public. If anything within this document is deemed inappropriate or not allowed by HPAB, it will not be pursued. All recommendations herein are purely exploratory in nature.

# TIMELINE

**AUG – OCT**

PHASE ONE  
INFO CAMPAIGN

**JAN – FEB\***

OFFICIAL NATIONAL  
NOMINATION FORM  
SUBMITTED

**2026 TBD\***

SURVEY & HISTORY  
COLORADO REVIEW

**NOV – DEC**

PHASE TWO  
COLLECT SIGNATURES

**JAN – MAY\***

LOCAL HISTORIC DISTRICT &  
DESIGN REVIEW DETERMINED

**\* IF APPROVED**

## **PHASE 1: INFO GATHERING & INFO SHARING**

Engage with the OTE community and get a sense of what they want. Share info about the different historic district options. Circulate the survey. Provide ways of communicating and engaging further with HPAB and this initiative. Share results of the survey with community.

## **PHASE 2: COLLECT SIGNATURES**

Based upon what we learn throughout the info campaign, create an official form for voting for whichever historic district folks are interested in. Determine what appropriate strategies HPAB will need to implement to effectively communicate & receive the desired outcome of the OTE community.

**BEFORE WE BEGIN**

# **INFO TO COMMUNICATE**

- Difference between National Register Historic District & Erie Local Historic District
- General Timeline
- Two surveys available to provide interest or concerns
  - Residential
  - Business
- Recruit folks if interested in helping speak to their neighbors, etc.

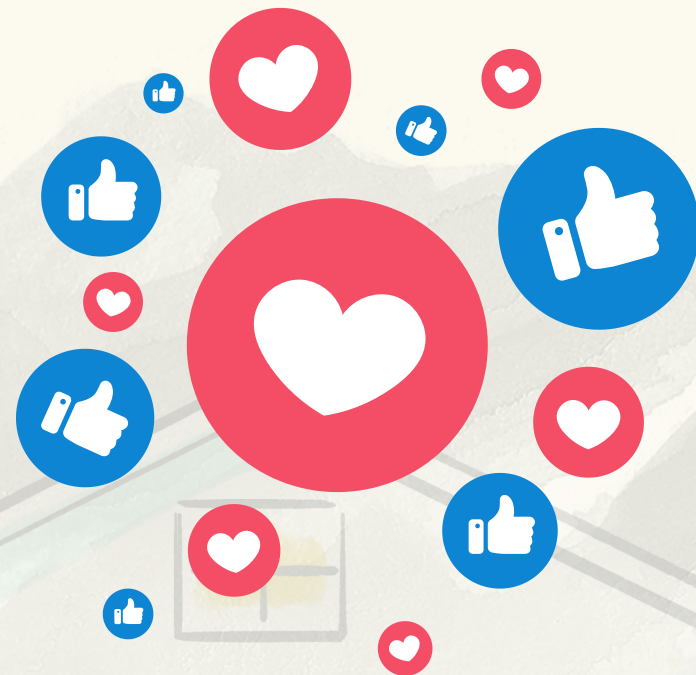
BEFORE WE BEGIN

# THINGS TO CONSIDER

- What existing communication networks are available to share information?
- What kind of communication will be more effective with OTE residents vs. business owners?
- Are there multiple languages in the community? How can we accommodate these languages?
- Which communication vehicles or media outlets are considered more trustworthy than others and would be better vehicles for sharing information?

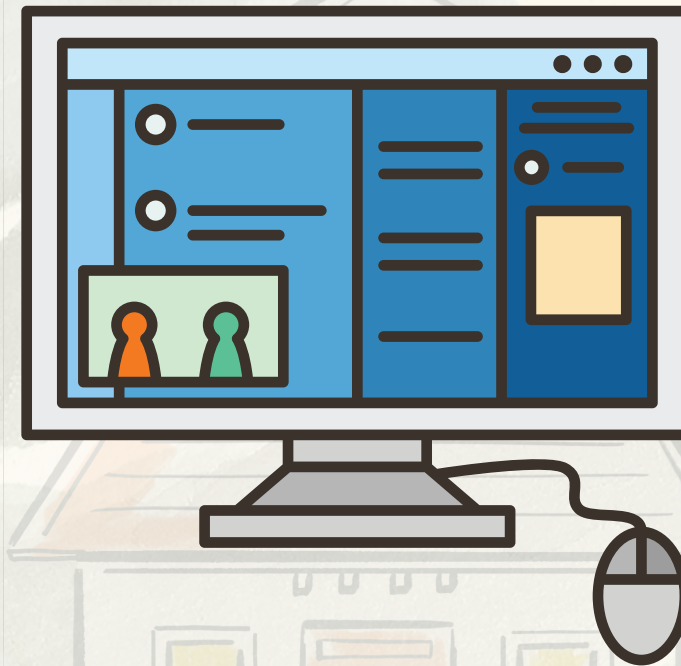
A low-trust situation may call for an entirely different tool than one where trust is abundant. Is there anyone we can identify as low trust and instead partner with a trusted 3rd party individual or group – actual Old Town residents, Erie Historical Society, etc.-- to help in distribute information.

# TOWN OF ERIE ONLINE OPTIONS



## Social Media

Utilize official Town of Erie social media accounts to post messaging about historic districts, surveys & signup forms



## Website

Update the official Town of Erie website with information about historic districts, surveys & signup forms



## Newsletter

Request the official Town of Erie newsletter to put a section in about historic districts, surveys & signup forms

# PRINT & ONLINE OPTIONS



**Publications**  
Reach out to local  
newspapers & magazines  
to do a write up.  
i.e. YellowScene



**Social Media**  
Request other local  
businesses post and share  
on our behalf



**Single Text Message**  
Reach out via to OTE  
residents with historic  
districts, surveys & signup  
forms

# PRINT & ONLINE OPTIONS



**OTE**

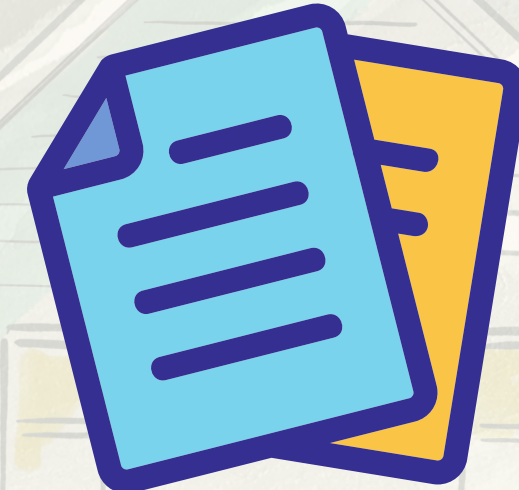
## Yard Signs

Ask OTE folks who are already invested to put a sign in their yard



## Stickers

Hand out stickers at events to promote the idea of keeping Old Town Old



## Flyers

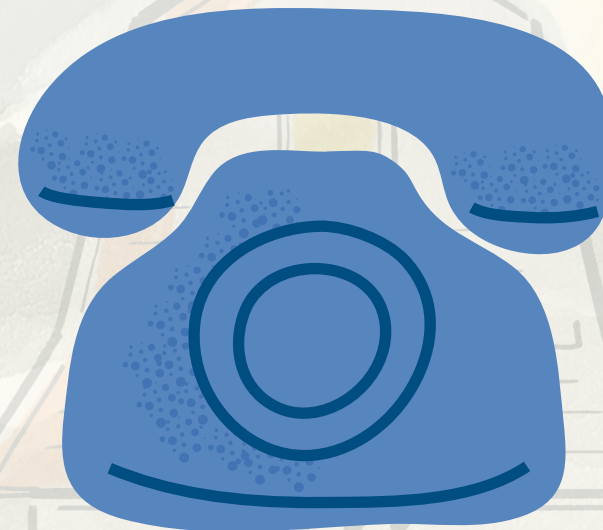
Print out flyers to be available at events with details about historic districts, surveys & signup forms

# IN-PERSON OPTIONS



## Letters

Mail or drop off letters to OTE residents about historic districts, surveys & signup forms



## Phone Bank

Call & speak to OTE residents about historic districts, surveys & signup forms



## Bulletins

Post flyers with info on how to access details about historic districts, surveys & signup forms

# IN-PERSON OPTIONS



## Public Meeting

Invite HistoryColorado to speak to OTE residents about historic districts, ask questions, communicate concerns.



## Canvass

Walk & talk to OTE residents about historic districts, surveys & signup forms. Leave a door hanger or flyer for folks who are not home.



## Community Events

Attend planned events and answer questions about historic districts, surveys & signup forms. Have OTE residents or biz owners at table, too!

# POTENTIAL PARTNERS

## BUSINESSES

1. The Old Mine
2. Sweets
3. 24 Carrot Bistro
4. Colorado Railbike Adventures
5. Bridge Refill Market
6. Birdhouse
7. Charmed 33 Boutique
8. Cyclerie
9. Echo Brewing
10. FoxDog Coffee
11. Fuego Azteca
12. Wapos
13. State Farm: Jeannie Hulse
14. Lucile's
15. Lottie Lane's
16. Physical Therapy Center
17. Rachel's Hair Studio
18. Tenletters Escape Room

19. Stacy's Kitchen
20. The Fowler Group
21. Young Explorers
22. Cellar West

## ORGANIZATIONS

1. Erie Historical Society
2. Erie Chamber of Commerce
3. Being Better Neighbors
4. Churches? Schools? Etc.?

See if any partners will donate items for a raffle for residents who fill out the survey!

# SOCIAL MEDIA IDEAS

1. Why a Historic Erie matters to me?  
Highlight OTE residents or business owners and either have them speak or write about why they want a historic district.
2. Share pics & write ups on already historically marked OTE homes and businesses.

3. TBD!

# LOGO // STICKER



# OTHER THOUGHTS

1. Create a survey for non-OTE residents to show their support. Depending on the outcome, this may help encourage OTE residents with making a decision if they see how much the community cares.
2. We will need to allocate funding to printing materials, etc. Not sure if we have a preferred print vendor that provides any discount.
3. This is going to take more resources than HPAB has capacity for... how can we find the funding, time and potential volunteers to assist in the effort.



**KEEP OLD TOWN OLD! THANK YA!**



# HISTORIC DISTRICT SURVEY

**OLD TOWN ERIE RESIDENTS**



## SCAN HERE

[bit.ly/OTEResidentSurvey](https://bit.ly/OTEResidentSurvey)

# HISTORIC DISTRICT SURVEY

**OLD TOWN ERIE BUSINESSES**



# SCAN HERE

**[bit.ly/OTEBusinessSurvey](https://bit.ly/OTEBusinessSurvey)**



## Historic Preservation Advisory Board

**Board Meeting Date: 7/28/2025**

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**File #:** 25-448, **Version:** 1

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**SUBJECT:**

Certificate of Appropriateness for the Schofield Barn Rehabilitation Work

**DEPARTMENT:** Parks & Recreation  
Planning & Development

**PRESENTER(S):** Luke Bolinger  
Harry Brennan

**TIME ESTIMATE:** 15 minutes  
*For time estimate: please put 0 for Consent items.*

**POLICY ISSUES:**

HPAB makes recommendations on COA applications before they go to Town Council for the final decision.

**STAFF RECOMMENDATION:**

Staff find that this application meets the approval criteria and recommend approval

**SUMMARY/KEY POINTS**

1. Rehabilitation work to restore the Schofield Barn
2. Work will meet the S.O.I.'s standards for the treatment of historic resources.
3. Parks & Recreation Department has already received state funding for this rehabilitation work.

**BACKGROUND OF SUBJECT MATTER:**

The Schofield Farm property is a locally designated Erie Historic Landmark, and any significant exterior work requires approval of a Certificate of Appropriateness.

**ATTACHMENT(S):**

1. Schofield COA Narrative
2. Schofield COA Drawings
3. Schofield Written Findings (DRAFT)

### **Brief Narrative**

The Town of Erie's Barn at Schofield Farm, the most iconic and largest building on the property, was constructed around 1905 with pre-cast blocks made on-site using a Wizard Block Maker from Sears Roebuck, set atop a concrete foundation. The Town plans to preserve this unique structure by rehabilitating it for use by the Erie community as an event, meeting, and interpretive space. The scope of this application will address exterior improvements, including masonry, structural, roofing, exterior wood siding, trim, windows, and doors rehabilitation as prescribed in the Historic Structures Assessment. Interior work will be a separate project scope, fully utilizing Town funds and address the mechanical, electrical, and plumbing upgrades across all three levels, as well as ensuring ADA accessibility. The Barn will serve as the cornerstone of Schofield Farm, offering much needed space for the community and highlighting the historical significance of early farming life in Erie.

### **Detailed Scope**

The proposed project is the exterior rehabilitation of the historic barn on the property. Interior improvements will be funded with Town funds as a separate project. The barn has three levels: the basement (originally used to house cows), the first floor (originally used to house horses), and a second floor (originally used as a hayloft). The exterior of the building is constructed of pre-cast blocks, manufactured on-site with a Wizard Block Maker from Sears Roebuck. The blocks are set atop a concrete foundation. Above the block, the east and west end walls are wood-framed and clad with horizontal painted wood siding.

The exterior windows on the barn are typically wood-framed pivot windows. These windows vary in size and configuration between the floor levels. There are two basement windows on the south elevation and four basement windows on the north elevation. There are six windows on the north and south elevations at the first-floor level. There are two windows on the east elevation at the first-floor level. There are two windows at the east and west elevations on the second floor.

To the north of the barn, the loafing shed shares its south wall with the north wall of the barn. The west wall is constructed with a concrete foundation, atop which is wood framing clad with corrugated metal panels. The north wall of the loafing shed is constructed of wood framing with plank siding. The loafing shed has a medium gable roof, which is covered with corrugated metal roofing panels. The loafing shed is not included in this project scope, but it is important to note that it will be rehabilitated with Town funding as part of a later phase.

After consultation with a State Historical Fund Historic Resource Specialist, the Town is proposing the following scope to focus this project on the exterior rehabilitation of the barn,

utilizing a combination of Town funds and State Historical Fund dollars. The interior rehabilitation will be 100% funded by the Town, but the interior plans and specifications will be shared with SHF for approval. The Town has already conducted environmental testing on the building. The lead paint on the doors and windows, and asbestos in the window glazing putty, can be safely handled by the contractor. No other abatement will be needed as part of the project. There is no ground disturbance associated with the project. However, should the need arise, Form+Works will engage a qualified firm, such as Metcalf Archaeology, to perform any necessary monitoring. Such costs will be 100% covered by the Town.

The original concrete block walls and poured concrete foundation walls are intact but require rehabilitation. To preserve the barn's structural integrity, cracks in the poured concrete foundation will be sealed using epoxy. Damaged masonry blocks will be repaired or replaced to match the original materials. Where needed, patches will be installed to blend seamlessly with the historic fabric. Where diagonal cracks are present in the masonry walls, they will be stitched using Heli-ties or a similar system to ensure long-term stability. The walls will be cleaned with an approved restoration cleaner using the gentlest means possible, and approximately 25% of the block will be repointed using mortar matching the original. Rehabilitation of the exterior concrete and block will prioritize maintaining the historic appearance.

Historic photos show that the barn was originally roofed with wood shingles. At an unknown date, these shingles were replaced with asphalt shingles, and the cupola was removed. The existing asphalt shingles will be removed, leaving the original framing, skip sheathing, and later-added OSB decking in place. Retaining these materials will preserve the interior appearance of the second-floor ceiling.

A new cedar shingle roof will be installed, including necessary underlayments, flashings, cedar breather, and ridge vent, enhancing the barn's durability while maintaining its historic look. Insulation will be added within the new exterior roofing assembly to preserve the interior character of the barn. The cupola will be reconstructed to match its original design based on historic photographs. The fascia will be rehabilitated to accommodate the insulation, and the soffit and fascia will be restored to their original profiles. Roof insulation will taper to minimize visual changes to the roof eaves and trim. Sheet metal gutters and downspouts will be installed to prevent moisture damage.

The original exterior windows and doors remain in place but are in poor condition. Deterioration includes paint failure, wood rot, broken glazing, deteriorated glazing putty, and missing or damaged components. To preserve the barn's exterior character, 24 existing windows will be carefully restored. Four existing exterior swinging doors and two sets of large sliding barn doors will also be rehabilitated. Restoration work will include replacing missing or deteriorated wood, epoxy repair of minor wood damage, glazing replacement, hardware repair or replacement, and priming and painting of wood surfaces. New entry systems will be installed just inside the sliding doors on the east and west first-floor elevations to allow modern, functional entrances while retaining the barn's historic appearance. These improvements will ensure ADA-compliant access while maintaining the barn's original openings.

The north and south gables will be rehabilitated to improve energy efficiency while preserving their historic appearance. Existing horizontal siding will remain in place, and new Zip panels will be added to provide insulation and structural stability. Zip panels are a high-performance sheathing product that integrates insulation, moisture protection, and air sealing. Historic-looking siding will be installed over the panels to reflect the original design. Where feasible, original exterior woodwork in the center of each gable will be preserved and rehabilitated. For the east and west gable ends, bypassing doors are proposed for the enlarged openings. The upper panel could be the historic hayloft door, with a lower panel that slides vertically beneath it. The added trim needed to accommodate insulation and siding will allow space to create a dual-track system for the bypass doors. These changes will preserve original materials while adding natural light to the second-floor event space, enhancing the barn's functionality for events.

All methods and materials proposed for this project follow best practices in historic preservation. Epoxy crack repair and Heli-ties provide structural integrity while preserving original materials. Cedar shingles and restored doors and windows maintain the barn's historic aesthetic. Modern insulation systems like Zip panels improve energy performance and allow for future HVAC installation. These strategies honor the barn's unique architectural character while preparing it for sustainable community use.

The project will comply with the Secretary of the Interior's Standards for Rehabilitation and will follow guidance from the National Park Service's Preservation Briefs.

**Luke Bolinger, CPRP** | Director of Parks & Recreation

Town of Erie | Parks & Recreation

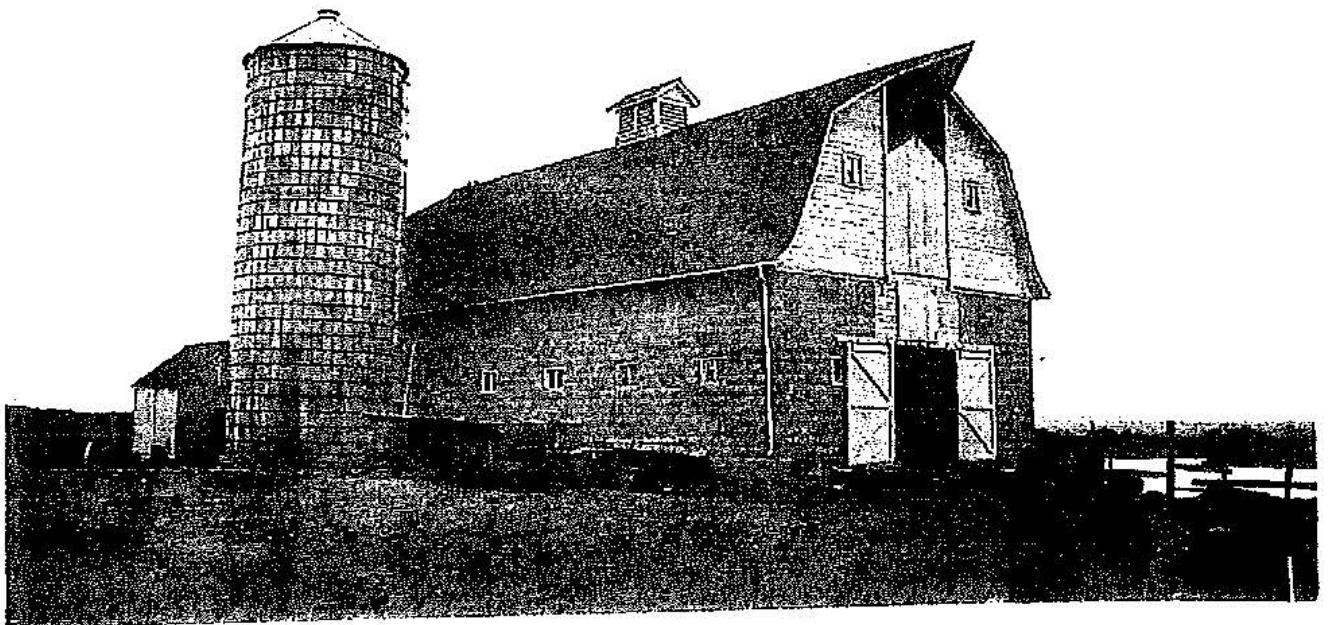
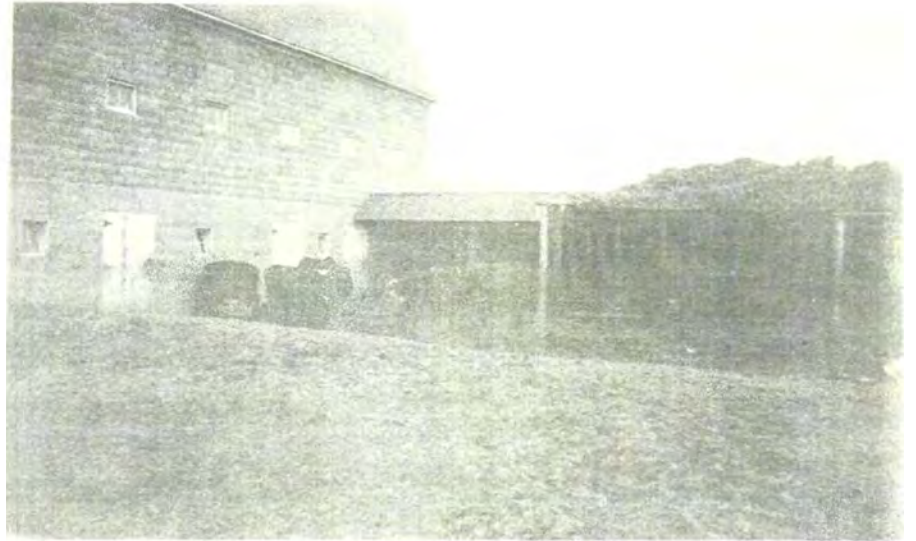
Phone: 303-926-2796

[www.erieco.gov/parksandrec](http://www.erieco.gov/parksandrec) | [Facebook](#) | [Twitter](#) | [LinkedIn](#)



North side of barn showing  
cattle and shelter

Machine shed + barn 1961





*Figure 1: Overall view of the east and south elevations of the barn.*



*Figure 2: Overall view of the west elevation of the barn.*



*Figure 3: Overall view of the north elevation of the barn.*



*Figure 4: Detail view of exterior condition of west elevation sliding doors.*



*Figure 5: Interior conditions typical at east and west sliding doors (shown from the interior).*



*Figure 6: Siding, trim, and window conditions at the west gable end.*



*Figure 7: Masonry, trim, and eave conditions at the west gable end.*



*Figure 8: Detail view of exterior window and masonry conditions. Note deterioration of original wood windows and cracks visible in the concrete block masonry.*



*Figure 9: Detail view of exterior conditions at north-facing basement level door.*



*Figure 10: Detail view of roof and eave conditions.*



*Figure 11: Overall view of second floor hayloft space. Note that exterior insulation is proposed at the roof and gable ends to maintain the historic character and appearance of this unique space (interior work not in scope).*



*Figure 12: Cracks visible at concrete block on the second floor of the building. Note that some of the cracks visible on the exterior telegraph through to the interior (interior not in scope).*



*Figure 13: Typical conditions at the first floor level interior of the barn (not in scope).*



*Figure 14: Typical conditions at the basement level of the barn (not in scope).*

**Town of Erie  
Historic Preservation Advisory Board (HPAB)**

**The written findings of the HPAB regarding the Certificate of Appropriateness (COA) application HP2025-00001 for Rehabilitation work on the Schofield Barn, located at 2203 N 111TH ST, Erie, CO are as follows:**

On July 28, 2025, the HPAB held a meeting in which the HP2025-00001 application was discussed. In regards to this application, the HPAB found that:

Section 1. Findings.

Specifically, the Application satisfies the following criteria set forth in Section 3.3.18(B) of the UDC:

1. The effect on the general historic and architectural character of the structure and property;
2. The architectural style, arrangement, texture and material used on the existing and proposed structures and their relation to and compatibility with other structures;
3. The size of the structure, its setbacks, location, and the appropriateness thereof when compared to existing structures and the site;
4. The compatibility of accessory structures and fences with the main structure on the site, and other structures;
5. The effects of the proposed work in creating, changing, destroying, or otherwise impacting the exterior architectural features of the structure upon which such work is done;
6. The condition of existing improvements and whether they are a hazard to public health and safety;
7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property; and
8. Compliance with the United States Secretary of the Interior's "Standards For Rehabilitation."

Section 2. Decision. Based on the foregoing Findings of Fact, the Planning Commission recommends approval to the Town Council for the I-25 Gateway South Planned Development – Development Plan (PD-DP).

**Adopted this 28<sup>th</sup> day of July, 2025.**

---

Mike Turner, Chair

SAMPLE

**Town of Erie  
Historic Preservation Advisory Board (HPAB)**

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1. The effect on the general historic and architectural character of the structure and property;
2. The architectural style, arrangement, texture and material used on the existing and proposed structures and their relation to and compatibility with other structures;
3. The size of the structure, its setbacks, location, and the appropriateness thereof when compared to existing structures and the site;
4. The compatibility of accessory structures and fences with the main structure on the site, and other structures;
5. The effects of the proposed work in creating, changing, destroying, or otherwise impacting the exterior architectural features of the structure upon which such work is done;
6. The condition of existing improvements and whether they are a hazard to public health and safety;
7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property; and
8. Compliance with the United States Secretary of the Interior's "Standards For Rehabilitation."

Section 2. Decision. Based on the foregoing Findings of Fact, the Planning Commission recommends approval to the Town Council for the I-25 Gateway South Planned Development – Development Plan (PD-DP).

**Adopted this 28<sup>th</sup> day of July, 2025.**

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Mike Turner, Chair

SAMPLE



## Historic Preservation Advisory Board

**Board Meeting Date: 7/28/2025**

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**File #:** 25-447, **Version:** 1

---

**SUBJECT:**

New Applications for Filling the HPAB Vacancy

**DEPARTMENT:** Planning & Development

**PRESENTER(S):** Harry Brennan

**TIME ESTIMATE:** 15 minutes

*For time estimate: please put 0 for Consent items.*

**POLICY ISSUES:**

HPAB makes a recommendation on their preferred candidate, and Town Council makes final appointment.

**STAFF RECOMMENDATION:**

N/A

**SUMMARY/KEY POINTS**

There are three applications to review, as listed below.

**ATTACHMENT(S):**

1. Ms. Jillian Ayers
2. Ms. Lisa Cunningham
3. Mr. Alex Wicks

Application Form

Board and Commission Application

Which Boards would you like to apply for?

Historic Preservation Advisory Board: Eligible

All advisory board and commission members will be expected to support the [priorities and work plan](#) set forth by the Town Council.

Board and Commission Meeting Days and Times

- Airport Economic Development Advisory Board meets on the Third Thursday of each month at 6:30 p.m.
- Board of Adjustment meets on an as needed basis.
- Historic Preservation Advisory Board meets on the Fourth Monday of each month at 6:30 p.m.
- Open Space Trails Advisory Board meets on the Second Monday of each month at 6:30 p.m.
- Planning Commission meets on the First and Third Wednesday of each month at 6:30 p.m.
- Sustainability Advisory Board meets on the First Wednesday of each month at 6:30 p.m.
- Tree Advisory Board meets on the Second Wednesday of each month at 6:30 p.m.

Profile

JillianAyers

First NameMiddle InitialLast Name

Email Address

Home AddressSuite or Apt

ErieCO80516

CityStatePostal Code

Mobile:Primary PhoneAlternate Phone

EndolithSr Research Associate

EmployerJob Title

Are you an Erie resident?

☒ Yes ☐ No

Jillian Ayers

Have you ever been employed by the Town of Erie?

☐ Yes ☒ No

If so, please explain your employment with the Town of Erie.

Do you work for or own a company that does business with the Town of Erie?  
If so, please explain.

N/A

Interests & Experiences

Tell us about yourself and why you are interested in serving on a board or commission?

I moved to Erie with my husband 3.5 years ago and have loved living here ever since. Growing up, my favorite subject was always history (though I am now a biologist), which is one of the reasons I immediately fell in love with Erie after moving here. I would love to help preserve that history as the town grows so one day my future children will get to experience it as well.

Have you served on another board/commission in an advisory capacity? If so, please describe the board and what made serving in that capacity a good experience? What were the major concerns or issues?

I have never served on a board like this previously.

Are you aware of the time commitment, and do you have the personal time to devote to this board or commission?

Yes

Question applies to multiple boards

Please describe a situation where you were working with a small group and disagreed with the direction of the project, what did you do? What was the result?

As one of the first members of a startup, I often work closely within small groups that are prone to disagreement. Originally, I found these disagreements to be disheartening and would often shy away from sharing my opposing view. However, I now welcome these as conversations that will ultimately increase the overall chance of success of the project and set aside time for myself and the opposing viewpoint to fully discuss both paths forward. We usually end up finding after these conversations that the best path forward is a mix of both of our ideas and go forward with that. To date this approach has been incredibly beneficial in moving the projects along either on time or ahead of schedule and has kept clients very satisfied with our progress and ingenuity.

Question applies to multiple boards

If you are appointed, what goals would you like to see accomplished on this board or commission?

I think that Erie is in a unique position as we grow over the next several years to really embrace and protect the history of the town to not lose the charm that Erie residents love as our population continues to grow. I would love for Erie's quiet historic charm to take more of a spotlight seat through this period of town growth.

Jillian Ayers

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Questions

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Demographics (optional)

The following questions are optional. This information helps track our recruitment and diversity efforts.

Ethnicity

None Selected

Gender

None Selected

Sexual Orientation

None Selected

Date of Birth

Highest Grade or Degree Completed and Major

Trade School or Licenses/Certifications? If so, please list.

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Resume and Additional Documents

[JAyers\\_Resume\\_2025.pdf](#)

Upload a Resume

Please Agree with the Following Statement

I certify that the facts and statements contained in this Board and Commission Application is true and correct. I further understand that false statements shall be sufficient cause for rejection of this application. I further certify that I have not been convicted of a felony under the laws of the State of Colorado or in another jurisdiction. I understand that falsification, omission or misrepresentation will result in a rejection of this application. Any falsification, omission or misrepresentation is evidence of perjury in the second degree. If I become a Board or Commission member with the Town, this form is valid for the period of my term with the Town and the crime records may be updated periodically at the discretion of the Town. I understand that this application is considered a public record and subject to the Colorado Open Records Act.

☒ I Agree

Jillian Ayers

Jillian N. Ayers

[Redacted]  
[Redacted]  
linkedin.com/in/jill-ayers99

References Available Upon Request

**Summary:** Innovative and adaptable microbiologist with experience in research, teaching, and industry applications. Proven ability to quickly master new techniques, manage projects, and be a team player in dynamic environments. Passionate about leveraging microbial processes to enhance sustainability and efficiency in various sectors. Interested in opportunities to make the transition into intellectual property law in pursuit to advance innovations in biological studies.

Work Experience:

Microbiology Senior Research Associate

Cemvita Inc., Westminster, Colorado. January 2022-August 2023  
Endolith, Westminster, Colorado: August 2023- Present

**Persistence and Adaptability:** As an early member of the biomining team out of Cemvita Inc., played a pivotal role in developing and establishing comprehensive lab protocols. Demonstrated exceptional organizational skills and resilience by creating standardized procedures that streamlined lab operations and ensured consistency in experimental outcomes. Navigated the challenges of a rapidly evolving setting as Endolith spun out of Cemvita, contributing to the team’s ability to adapt and thrive while maintaining high-quality standards and operational efficiency.

**Mastered Culturing Techniques:** Worked with a direct superior to implement capabilities in newly converted lab space, resulting in a 100% increase in the team’s ability to cultivate anaerobic organisms. Additionally, managed 1-liter continuous bioreactor systems for various essential organisms and successfully cultivated the company’s diverse microbial library, including various extremophiles.

**Collaboration and Innovation:** Worked closely with senior teammates and peers to develop innovative solutions for industrial challenges, leveraging extensive knowledge of microbial processes to optimize mining practices and minimize environmental impact.

**Project and Team Organization:** Oversaw project timelines and daily operations while managing a team of lab technicians. Trained entry-level staff, ensured alignment with client expectations, and adapted to evolving project goals. Proposed budgets and handled monthly spending write-ups for external projects.

**Safety Focused:** Prioritized maintaining an incident-free workplace in an environment requiring the use of hazardous materials such as strong acids and heavy metals including arsenic by training lab personnel and participating in the safety committee to set and enforce safety standards. Proactively raised safety concerns and proposed solutions when they arose to keep team members in a safe working environment.

Adjunct Instructor, Biology and Microbiology

Grand Canyon University, Phoenix, Arizona: January 2021-December 2021

**Course Instruction:** Taught introductory biology and microbiology lab courses, including delivering short lectures, leading classes through experimental techniques, and managing class schedules to cover all required material effectively.

**Timely Grading and Feedback:** Graded assignments promptly, providing constructive feedback to enhance student understanding and success in the courses.

**Adaptation and Student Engagement:** Adapted teaching methods to address new challenges, developed engaging instructional content, and fostered a productive learning environment, earning respect from students.

**Effective Communication:** Utilized strong communication skills to convey complex scientific concepts clearly, facilitating better comprehension and learning outcomes.

Professional Skills:

**Microbial Laboratory Skills:** Mastery of various integral techniques and experimental design. Experience working with a broad variety of organisms including acidophiles and anaerobes.

**R Studio:** Self-taught use of R Studio for data visualization including the use of loops to wrangle and visualize complex data sets.

**Adaptability and Time Management:** History of successfully managing multiple projects simultaneously by planning and coordinating resources effectively, consistently meeting deadlines.

**Technical Communication:** Exhibited through experimental update presentations, contributions to client reports, training junior team members, and leading classes.

Education:

**Microbiology, M.S.**  
Arizona State University, May 2021  
Thesis: Culturing Methanogenic Archaea from Tropical Peatlands, Identifying Alternative Approaches to Increase Isolate Diversity

**Microbiology, B.S.**  
Arizona State University, August 2017- May 2020  
Minor in Anthropological Studies  
Magna Cum Laude

Application Form

Board and Commission Application

Which Boards would you like to apply for?

Historic Preservation Advisory Board: Eligible

All advisory board and commission members will be expected to support the [priorities and work plan](#) set forth by the Town Council.

Board and Commission Meeting Days and Times

- Airport Economic Development Advisory Board meets on the Third Thursday of each month at 6:30 p.m.
- Board of Adjustment meets on an as needed basis.
- Historic Preservation Advisory Board meets on the Fourth Monday of each month at 6:30 p.m.
- Open Space Trails Advisory Board meets on the Second Monday of each month at 6:30 p.m.
- Planning Commission meets on the First and Third Wednesday of each month at 6:30 p.m.
- Sustainability Advisory Board meets on the First Wednesday of each month at 6:30 p.m.
- Tree Advisory Board meets on the Second Wednesday of each month at 6:30 p.m.

Profile

Lisa Cunningham

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted] Suite or Apt

Home Address

Erie CO 80516

City State Postal Code

Mobile: [Redacted]

Primary Phone Alternate Phone

Prospect Ridge Academy Finance Manager

Employer Job Title

Are you an Erie resident?

☒ Yes ☐ No

Lisa Cunningham

Have you ever been employed by the Town of Erie?

☐ Yes ☒ No

If so, please explain your employment with the Town of Erie.

Do you work for or own a company that does business with the Town of Erie?  
If so, please explain.

No

Interests & Experiences

Tell us about yourself and why you are interested in serving on a board or commission?

I’ve been an OTE resident for 25 years. I also served in the Home Rule Commission

Have you served on another board/commission in an advisory capacity? If so, please describe the board and what made serving in that capacity a good experience? What were the major concerns or issues?

I served on the Home Rule Commission

Are you aware of the time commitment, and do you have the personal time to devote to this board or commission?

Yes

Question applies to multiple boards

Please describe a situation where you were working with a small group and disagreed with the direction of the project, what did you do? What was the result?

It happened frequently on the Home Rule Commission. We would listen to each other’s opinions and understand where they were coming from.

Question applies to multiple boards

If you are appointed, what goals would you like to see accomplished on this board or commission?

As an OTE resident, I’d like to help find balance between growth and maintaining the old town feel/charm

Questions

Demographics (optional)

Lisa Cunningham

The following questions are optional. This information helps track our recruitment and diversity efforts.

**Ethnicity**

None Selected

**Gender**

None Selected

**Sexual Orientation**

None Selected

Date of Birth

**Highest Grade or Degree Completed and Major**

**Trade School or Licenses/Certifications? If so, please list.**

**Resume and Additional Documents**

Upload a Resume

**Please Agree with the Following Statement**

I certify that the facts and statements contained in this Board and Commission Application is true and correct. I further understand that false statements shall be sufficient cause for rejection of this application. I further certify that I have not been convicted of a felony under the laws of the State of Colorado or in another jurisdiction. I understand that falsification, omission or misrepresentation will result in a rejection of this application. Any falsification, omission or misrepresentation is evidence of perjury in the second degree. If I become a Board or Commission member with the Town, this form is valid for the period of my term with the Town and the crime records may be updated periodically at the discretion of the Town. I understand that this application is considered a public record and subject to the Colorado Open Records Act.

☒ I Agree

Lisa Cunningham

Application Form

Board and Commission Application

Which Boards would you like to apply for?

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- Tree Advisory Board meets on the Second Wednesday of each month at 6:30 p.m.

Profile

AlexWicks

First NameMiddle InitialLast Name

Email Address

Home AddressSuite or Apt

Erie

CityStatePostal Code

Primary PhoneAlternate Phone

Zinnia

EmployerJob Title

Are you an Erie resident?

☒ Yes ☐ No

**Have you ever been employed by the Town of Erie?**

☐ Yes ☒ No

**If so, please explain your employment with the Town of Erie.**

**Do you work for or own a company that does business with the Town of Erie?  
If so, please explain.**

No

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## **Interests & Experiences**

**Tell us about yourself and why you are interested in serving on a board or commission?**

Hello, I'm a husband and father of two, and my family and I have called Erie home for the past three years. By profession I lead teams of software engineers, but I'm also a passionate painter with aspirations of eventually pursuing art full time. My family and I have loved living in Erie and becoming more ingrained in the community. We've absolutely loved getting to know the people, nature, and history of this area. I've particularly enjoyed learning about the town's mining past and how it has shaped the identity of the community today. I really appreciate how the town has preserved and celebrated this rich history. I'm interested in joining the Historic Preservation Advisory Board as a way to give back to the town that's given us so much. I'd be honored to help preserve and share the stories that make Erie such a special place.

**Have you served on another board/commission in an advisory capacity? If so, please describe the board and what made serving in that capacity a good experience? What were the major concerns or issues?**

I've worked on advisory boards as part of my profession in the tech industry. While working at a large tech company, I was a part of an advisory committee to make recommendations on software testing practices and standards. This was a fantastic opportunity to improve company standards, have a greater influence on the success of our department, as well as act as a representative for my specific team within the organization. We were able to form a plan that led to hiring, training, and ultimately improving quality standards across the company. We had several concerns to take into account when formulating this plan. The biggest was the budget, how to achieve our quality goals without needing to hire tens of individuals and stop progress on other initiatives. We were able to achieve this by hiring just a few experienced individuals that were able to act as champions by mentoring our existing workforce. Additionally, we put an enormous amount of effort into educating all the teams involved on the plan and strategy before making any major changes, allowing for them to prepare in order to not disrupt their ongoing efforts.

**Are you aware of the time commitment, and do you have the personal time to devote to this board or commission?**

I am aware and am able to devote the necessary amount of time to the board.

Question applies to multiple boards

**Please describe a situation where you were working with a small group and disagreed with the direction of the project, what did you do? What was the result?**

In my role as a software lead, I was working with a small group of engineers to design the architecture for a new web application. Early in the process, the team leaned toward a tightly coupled, monolithic approach to speed up initial delivery. I had some reservations in that I felt investing a bit more time up front in modularizing the application would give us more flexibility and make it easier to scale and maintain over the long haul. I brought up my concerns in a team discussion in order to make sure we were considering the long-term implications. We weighed the tradeoffs together and eventually chose to move forward with the original monolithic plan due to tight time constraints. Once the decision was made, I fully committed and worked closely with the team to ensure the implementation was as clean and maintainable as possible. A few months later we did begin refactoring parts of the application to align more with the modular direction I'd originally suggested, however choosing to build it quickly allowed us to hit our deadline. Ultimately the project ended up being a success because of the shared commitment as a team.

Question applies to multiple boards

**If you are appointed, what goals would you like to see accomplished on this board or commission?**

If appointed, I'd love to help the board continue its work preserving the unique history of Erie, especially in ways that make that history more visible and meaningful to the broader community. I'd be particularly excited to support efforts that highlight Erie's mining heritage and help connect that past to the present-day character of the town. Whether through public art, community education, or thoughtful storytelling, I believe there are creative ways to bring more people into Erie's history, especially newer residents like myself who may not know much about it yet. My goal would be to help preserve what's important while also making it accessible and engaging for future generations.

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## Questions

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### Demographics (optional)

The following questions are optional. This information helps track our recruitment and diversity efforts.

#### Ethnicity

☒ Caucasian/Non-Hispanic

#### Gender

☒ Male

#### Sexual Orientation

☒ Straight/Heterosexual

  
Date of Birth

**Highest Grade or Degree Completed and Major**

Bachelor of Science

**Trade School or Licenses/Certifications? If so, please list.**

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**Resume and Additional Documents**

[Alex Wicks Resume\\_1\\_.pdf](#)

Upload a Resume

**Please Agree with the Following Statement**

**I certify that the facts and statements contained in this Board and Commission Application is true and correct. I further understand that false statements shall be sufficient cause for rejection of this application. I further certify that I have not been convicted of a felony under the laws of the State of Colorado or in another jurisdiction. I understand that falsification, omission or misrepresentation will result in a rejection of this application. Any falsification, omission or misrepresentation is evidence of perjury in the second degree. If I become a Board or Commission member with the Town, this form is valid for the period of my term with the Town and the crime records may be updated periodically at the discretion of the Town. I understand that this application is considered a public record and subject to the Colorado Open Records Act.**

☒ I Agree

# Alex Wicks

## engineer & servant leader

Phone: 630.779.9527 Email: [REDACTED] LinkedIn: [REDACTED]

### Summary

Experienced engineering leader with a track record of building high-performing teams, delivering impactful products, and driving cross-functional collaboration. Proven success in scaling applications, improving developer experience, and fostering inclusive team cultures. Passionate about coaching, sustainable engineering practices, and creating environments where engineers thrive.

### Experience

#### Senior Engineering Manager | Zinnia

2024 - Current

- Led North American front-end engineering teams to deliver 5 major global web applications for Zinnia Live.
- Introduced modern tooling and practices in AI integration, accessibility, and cloud-based logging, raising team velocity and product quality.
- Advocated for technical excellence while balancing roadmap delivery and cross-functional alignment.

#### Engineering Leader | BioRender

2023 - 2024

- Managed teams delivering core features to support scientific illustration; launched graphing as a new product line.
- Rebuilt the hiring and interview process to support scale during rapid growth.

#### Senior Engineering Manager | Ada Support, Inc

2022 - 2023

- Leader of two full-stack teams with ownership of the dashboard builder application and the front end design system.
- Drove the successful delivery of voice integration into Ada's conversational AI platform.

#### Senior Engineering Manager | Twilio, Denver

2020 - 2022

- Hired and built two teams: Data Pipelines (backend infra) and User Management (full-stack).
- Led cross-org efforts to help launch Twilio Flex, coordinating work across time zones and engineering orgs.
- Spearheaded a company-wide initiative to modernize testing practices and increase CI confidence.

## **Engineering Manager | SendGrid, Denver**

2016 - 2020

- Managed 3 teams (16+ engineers) across Accounts, Billing, and Growth, delivering critical business infrastructure.
- Led a successful re-architecture of accounts and billing platforms, reducing maintenance burden and increasing stability.
- Acted as both people manager and technical lead for strategic cross-team efforts.

Technologies: JavaScript, TypeScript, React, AWS, Node.js

## **Technical Lead | Markit Digital, Boulder**

2010 - 2016

- Mentored technical leads and managed complex financial products for Fortune 500 clients.
- Hands-on leadership with full-stack technologies, including .NET and modern JavaScript.

Technologies Used: C#, ASP.NET MVC, JavaScript

## **Education**

### **Bachelor of Science - Web Development | Illinois State University, Normal IL**

Graduated May 2010