

TOWN OF ERIE
BOARD OF TRUSTEES REGULAR MEETING ¹
Tuesday, July 22, 2014
6:30 p.m.
Board Room, Erie Town Hall, 645 Holbrook Street, Erie, CO 80516

STUDY SESSION 5:45 P.M. COMMUNITY ROOM

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

III. APPROVAL OF THE AGENDA

IV. CONSENT AGENDA (The consent agenda is intended to contain items that are prepared to be decided without discussion. Any Board member may request removal of any item they do not want to consider without discussion or wish to vote no on, without jeopardizing the approval of other items on the consent agenda. Items removed will be placed under IX. General Business, a. in the order they appear on the Agenda.) (This should be done prior to the motion to approve.)

- a. Approval of the July 8, 2014 Meeting Minutes

V. PUBLIC COMMENT (This agenda item provides the public an opportunity to discuss items other than ordinances on second reading, public hearings and consent agenda items that are not on the agenda. The Board of Trustees is not prepared to decide on matters brought up at this time, but if warranted, will place them on a future agenda.)

VI. PROCLAMATIONS AND PRESENTATIONS (This agenda item is intended to contain Presentations to the Board that do not require any Board action. Presentations are limited to fifteen (15) minutes)

- a. Star Award: Special Thanks and Recognition
- b. Citizen Certificate of Appreciation – Dominic Gaeta

VII. RESOLUTIONS (This agenda item is for all matters that should be decided by resolutions.)

- a. Resolution 14-82; A Resolution of the Town of Erie Approving the Purchase of Algae Control Equipment.

VIII. ORDINANCES (To adopt an Ordinance of the First Reading, a Motion/Second/Approval is required to suspend Resolution 02-44 and adopt the Ordinance on the First Reading.)

- a. Ordinance 28-2014; An Ordinance of the Town of Erie, Colorado , Repealing Ordinance 08-2014, Series of 2014, Adopted February 11, 2014; and Setting Forth Details in Relation Thereto.
(SECOND READING)

¹ FOR MORE INFORMATION ON THE AGENDA ITEMS LISTED OR FOR INDIVIDUALS WITH DISABILITIES NEEDING AUXILIARY AIDS OR TO REQUEST ASSISTANCE, PLEASE CONTACT THE TOWN CLERK'S OFFICE AT 645 HOLBROOK STREET, P.O. BOX 750, 303-926-2731.

- IX. **GENERAL BUSINESS** (This agenda item is reserved for matters that are ready for Board action, and do not fit into other categories, i.e. resolutions, ordinances...)

NONE SCHEDULED

- X. **STAFF REPORTS** (This agenda item is reserved for specific items from Staff requiring Board direction or just relaying important information.)

Monthly Reports Included in Agenda Packet

- XI. **BOARD OF TRUSTEES REPORTS & APPOINTMENTS** (This agenda item is for all Board of Trustees reports, Board & Commission Appointment, and items of information as well as Board discussion items, not listed on the agenda.)

- a. BOT Reports

- XII. **EXECUTIVE SESSION**

- a. EXECUTIVE SESSION For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e); and, specifically to discuss negotiations regarding the purchase of real estate.

- XIII. **ADJOURNMENT** (The Board's Goal is that all meetings be adjourned by 10:30pm. An agenda check will be conducted at or about 10:00 p.m., and no later than at the end of the first item finished after 10:00 p.m. Items not completed prior to adjournment will generally be taken up at the next regular meeting.)

TOWN OF ERIE
BOARD OF TRUSTEES REGULAR MEETING 1
Tuesday, July 8, 2014
6:30 p.m.
Board Room, Erie Town Hall, 645 Holbrook, Erie, CO 80516

I. CALL MEETING TO ORDER

Mayor Harris called the July 8, 2014 Regular Meeting of the Board of Trustees to order at 6:30 p.m.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Roll Call:	Trustee Kramer	Present
	Trustee Schutt	Present
	Mayor Pro Tem Gruber	Present
	Trustee Moore	Present
	Trustee Charles	Present
	Trustee Woog	Present
	Mayor Harris	Present

III. APPROVAL OF THE AGENDA

Action: Trustee Charles moved to approve the July 8, 2014 Agenda; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all present voting in favor thereof.

IV. CONSENT AGENDA

- a. Approval of the June 24, 2014 Meeting Minutes
- b. Ordinance 25-2014; An Ordinance Of The Town Of Erie, Colorado, Amending Title 6, "Police And Traffic Regulations," Chapter 8, "Offenses Relating To Government," Of The Municipal Code Of The Town Of Erie, Colorado To Add New Code Provisions; And, Setting Forth Details In Relation Thereto. (SECOND READING)
- c. Ordinance 26-2014; An Ordinance Of The Town Of Erie, Colorado, Amending Specific Portions Of Title 6, "Police And Traffic Regulations," Of The Municipal Code Of The Town off Erie, Colorado; And, Setting Forth Details In Relation Thereto. (SECOND READING)
- d. Ordinance 28-2014; An Ordinance of the Town of Erie, Colorado , Repealing Ordinance 08-2014, Series of 2014, Adopted February 11, 2014; and Setting Forth Details in Relation Thereto. (FIRST READING)

CONSENT AGENDA (continued)

- e. Resolution 14-78; A Resolution Authorizing the Town of Erie, to Enter Into an Intergovernmental Agreement with the Colorado Information Sharing Consortium; and Directing the Appropriate Town Officers to sign Said Agreement.
- f. Resolution 14-79; A Resolution of the Town of Erie, Repealing Resolution 14-37, Adopted on February 11, 2014; and Setting Forth Detail in Relation Thereto
- g. Resolution 14-80; A Resolution By The Board Of Trustees Of The Town Of Erie, Colorado Accepting The Vista Ridge Master Final Plat, Amendment 1 With A Condition.
- h. Resolution 14-81; A Resolution Authorizing the Director of Public Works to Execute the FAA's Airport Improvement Program (AIP) "Agreement for Transfer of Entitlements".

Action: Mayor Pro Tem Gruber moved to approve the July 8, 2014 Consent Agenda as amended; the motion was seconded by Trustee Charles. The motion carried with the following roll call vote:

Roll Call:	Mayor Pro Tem Gruber	Yes
	Trustee Schutt	Yes
	Trustee Kramer	Yes
	Trustee Moore	Yes
	Trustee Woog	Yes
	Trustee Charles	Yes
	Mayor Harris	Yes

V. ORDINANCES

- a. Ordinance 27-2014; An Ordinance Authorizing The Town Of Erie, Colorado, To Enter Into An Encroachment License Agreement For The Placement Of Fiber Optic Lines In Town Right-Of-Way; Authorizing And Directing The Appropriate Town Officers To Sign Said Encroachment License Agreement; And, Setting Forth Details In Relation Thereto.

Gary Behlen, Director of Public Works, presented staff recommendations for the approval of Ordinance 27-2014 to be approved on the First Reading. Zayo Group has approached Town Staff requesting the use of Town right-of-way for the installation of a fiber optic line. The line will provide fiber optic for the Boulder Valley School District, in addition to other existing and future users. The Zayo Group proposed fiber optic route will enter the Town of Erie's right-of-way at the 109th Ave. & Erie Parkway, head east along the south side of Erie Parkway to 119th Street, then head south along the west side of 119th St. pass Austin Ave, then, cross 119th Street continuing south along the east side of the roadway until exiting the Town of Erie right-of-way. Zayo Group desired to start construction within Erie as early as early as possible. Applicant is requesting the ordinance pass on first reading in order to meet their deadline for Boulder Valley School District. Staff recommends that the Encroachment License Agreement be approved on first reading in order to allow Zayo Group to begin construction as planned.

ORDINANCES (continued)

- Action:** Trustee Moore cited a conflict of interest and recused herself from voting on this agenda item and left the meeting.
- Action:** Mayor Pro Tem Gruber moved to suspend Resolution 02-44 to allow passage of Ordinance 27-2014 on the first reading. The motion was seconded by Trustee Schutt. The motion carried with all present voting in favor thereof.
- Action:** Trustee Schutt moved to approve Ordinance 27-2014; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.
- Action:** Trustee Moore rejoined the meeting.

VI. BOARD OF TRUSTEES REPORTS & APPOINTMENTS

Trustee Moore noted that there was an opening on the Tree Board and that one application had been received from Marc Cowell.

- Action:** Trustee Moore moved to appoint Marc Cowell to the Tree Board; the motion was seconded by Trustee Schutt. The motion carried with all present voting in favor thereof.

Trustee Kramer has questions on the Economic Development Monthly Report. Staff will respond to her on those questions.

Trustee Schutt reported on a recent Erie Economic Development Council Meeting.

Mayor Pro Tem Gruber asked for a time line on the Coal Creek Trail repairs and asked to staff to address HOA issues regarding a definition of maintenance for open space and also water run off issues. In addition Mayor Pro Tem Gruber inquired on the current number of Building Permits issued and noted his attendance at a recent CML meeting.

Trustee Charles will be attending a State sponsored Historic Preservation Conference on Friday.

Mayor Harris noted the new Town Website was up and that this coming Saturday the Spirit of Flight Museum would be hosting an event that included a "fly-in" and car show.

VII. ADJOURNMENT

- Action:** Trustee Schutt moved to adjourn the July 8, 2014 Regular Meeting of the Town of Erie Board of Trustees; the motion was seconded by Trustee Moore. The motion carried with all present voting in favor thereof.
- Action:** Mayor Harris adjourned the July 8, 2014 Regular Meeting of the Town of Erie Board of Trustees at 6:50 p.m.

Respectfully Submitted,

Nancy J. Parker, CMC, Town Clerk

Tina Harris, Mayor

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: July 22, 2014

SUBJECT: PRESENTATION: Star Award: Special Thanks and Recognition

DEPARTMENT: Administration/Human Resources

PRESENTER: Jan Sloat, Human Resources Manager

FISCAL INFORMATION:	Cost as Recommended:	NA
	Balance Available:	NA
	Budget Line Item Number:	NA
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

STAFF RECOMMENDATION: NA

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Summary: This evening, seven Town of Erie employees will be recognized as recipients of the Town of Erie STAR Award. Six are being recognized for demonstrating exceptional service and performance in the category of Safety and one recipient will receive the award for Outstanding Achievement for work completed outside the scope of her position. Each of the recipients this evening demonstrated exceptional service or care on behalf of the Town.

Raelynn Ferrera: After the 2013 floods the Town's resources were stretched thin and it was necessary for our employees to assist in many areas; often well outside their normal responsibilities. The Fall of 2014 and Winter of 2014 were particularly busy periods for the Public Works Department as they were most often tasked with managing several repair and/or reconstruction projects. What made these projects more important, and a good degree more difficult, was the need to work closely with FEMA; in addition to our normal efforts to coordinate the selection, contracting, and oversight of numerous contractors and vendors.

Early on Raelynn was tasked by the Town Administrator with assembling and formatting the reams of required FEMA documentation. Within hours she had established a spreadsheet that was distributed to departments and began the arduous process of making sure that, when the time came for us to seek reimbursement, we would have the necessary documentation in the FEMA required format.

For several months Raelynn acted as the Town's point person with FEMA, the State of Colorado, and other Federal agencies and managed the process of submitting and seeking reimbursement for nearly 40 projects totaling more than \$1.3 million. Many times throughout the process our FEMA contact praised the organization and presentation of the Town's documentation and indicated he wished other agencies did it so well. Truly Raelynn's efforts were outstanding and benefitted the Town at a time when we needed it most.

Erika Holton, Ashley Haran, Courtney Carter, Monica Kash and Erin Black are each being recognized for the manner in which they administered first aid care to a guest in distress at the Erie Community Center. All staff employed at the Erie Community Center must be CPR, First Aid and AED certified. The collaborative efforts provided by this team of individuals ensured the guest privacy and immediate emergent care. We are very proud of each of these individuals for their role in keeping the guest calm and assured while waiting for paramedics to arrive to transport her to the hospital.

Kyle Talbert came to the aid of a student who was choking, and performed the Heimlich maneuver. After several attempts, the student was still struggling to return to normal breathing. Officer Talbert changed his hand position at which time the student began breathing and coughing. Officer Talbert's calm demeanor and immediate action ultimately saved this young high school student's life.

Background: The STAR Award was recently created to recognize and express appreciation for services rendered by Town employees who demonstrate exceptional service and/or performance in one or more of the following categories:

- Customer Service: Exceeds customer service standards when serving the citizens and guests of the Town of Erie.
- Safety: Recognizing employees for providing exceptional care and service while administering first aid and/or support until professional services arrive.
- Creativity: One-time innovation or creation that results in time/dollar savings, revenue enhancement, and productivity

improvement; and/or ongoing innovative activities that benefits the Town of Erie.

- **Teamwork:** Acting as an exceptionally effective and cooperative team member or team leader for a group that has significantly exceeded the goals and objectives of the department or unit.
- **Outstanding Achievement:** Awarded to the team member(s) who go above and beyond the realistic requirements or goals of their position.

Selected recipients of this award will be recognized at a regularly scheduled Town Board meeting by the Mayor and Board of Trustees and be presented with the STAR Award and a limited edition Town inspired t-shirt. These employees will also have their name added to the STAR Award Recipients plaque that will be located in the Board Room at Town Hall.

Board of Trustees Goal: *"Develop & Promote Proactive, Fluid Communication Between Government & the Citizens of Erie."*

Staff Review:



Assistant to the Town Administrator
Town Clerk
Community Development Director
Finance Director
Police Chief
Public Works Director

Approved by:

A.J. Krieger
Town Administrator



ATTACHMENTS:

- a. Town of Erie Special Thanks and Recognition - STAR Award



Town of Erie | Special Thanks And Recognition (STAR) Award

The STAR Award is being created to recognize and express appreciation for services rendered by Town employees who demonstrate exceptional service and/or performance in one or more of the following categories:

- **Customer Service:** Exceeds customer service standards when serving the citizens and guests of the Town of Erie.
- **Safety:** Recognizing employees for providing exceptional care and service while administering first aid and/or support until professional services arrive.
- **Creativity:** One-time innovation or creation that results in time/dollar savings, revenue enhancement, and productivity improvement; and/or ongoing innovative activities that benefits the Town of Erie.
- **Teamwork:** Acting as an exceptionally effective and cooperative team member or team leader for a group that has significantly exceeded the goals and objectives of the department or unit.
- **Outstanding Achievement:** Awarded to the team member(s) who go above and beyond the realistic requirements or goals of their position.

To nominate an employee for consideration of the STAR Award you must submit your request in writing identifying the circumstance for the recommendation. Recipients of this award should demonstrate exceptional service and/or performance in one of the aforementioned categories.

Selected recipients of this award will be recognized at a regularly scheduled Town Board meeting by the Mayor and Board of Trustees and be presented with the STAR Award and a limited edition Town inspired t-shirt. Employees awarded the STAR Award will also have their name added to the STAR Award Recipients plaque that will be located in the Board Room at Town Hall.

Recipients will be informed of their selection by means of a congratulatory email and letter inviting them to the next practicable Board meeting for this honor. We encourage recipients to invite family and friends as we recognize their achievement.

CITIZEN CERTIFICATE OF APPRECIATION

Dominic Gaeta

During the early morning of June 18, 2014, Boulder County Dispatch received numerous 911 calls reporting a fire on the playground at Black Rock Elementary School, 2000 Mountain View Boulevard, Erie, Colorado. Upon investigation by the Erie Police Department and Mountain View Fire Rescue, the fire was deemed to be an arson.

Many community members expressed their disappointment and wanted to help resolve the situation. Black Rock Elementary Student Dominic Gaeta thought long and hard about what he could do to make the situation better. This second grader decided to empty his piggy bank and offer his money to the school to help rebuild his playground.

Word of Dominic's valiant efforts spread. As of July 7, 2014, over \$2,700.00 has been raised due to Dominic's selflessness. This second grader is a community member who has really made a difference. Dominic's efforts are to be highly commended by the Erie Police Department and the Town of Erie.

Kimberly A Stewart 13-02

Kimberly A. Stewart, Operations Commander

Marco Vasquez

Marco Vasquez, Chief of Police



TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: July 22, 2014

SUBJECT: **RESOLUTION AGENDA**
 Consideration of Resolution 14-82: A Resolution Authorizing The Purchase of Ultrasonic Algae Control Equipment for Erie Lake from Sonic Solutions LLC ; And, Setting Forth Details In Relation Thereto.

DEPARTMENT: **Public Works**
PREPARERS: **Gary Behlen, Director of Public Works**
Jon Mays Water/Wastewater Division Manager

FISCAL INFORMATION: Cost as Recommended: **\$ 28,000.00**
 Balance Available: \$ 43,200.00
 Budget Line Item Number: 500 . 70 . 740 . 524400 . 000000
 New Appropriation Required: Yes No

STAFF RECOMMENDATION: **Approving Resolution 14-82 authorizing said purchase, authorizing the Town Administrator to execute all documentation necessary for said purchase, authorizing Staff to expend contracted funds.**

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2014 Water Operating Budget includes funds for Reservoir Improvements to help manage algae that causes taste and odor issues. Staff is requesting purchase of ultrasonic algae control equipment from Sonic Solutions LLC with these funds. Sonic Solutions LLC is the only company that manufactures this type of equipment.

In 2013 the Town purchased two ultrasonic units for a pilot project to evaluate the effectiveness of this treatment technique for algae control. This treatment technique targets only the types of algae that could cause taste and odor issues in potable water. It is not harmful to wildlife. The pilot study has shown that the ultrasonic equipment has been successful in destroying the algae that cause taste and odor incidents. Staff has measured approximately a 70% decline in the algae that causes taste and odor from 2013. Other algae control techniques have been evaluated however they are more expensive techniques.

This purchase would increase the pilot project to permanent equipment mounts that would be anchored in two locations in the center of Erie Lake. The number of Ultrasonic transducers would double. The permanent mounts would include Solar Power to power the equipment.

The ultrasonic equipment has been used successfully by many water treatment facilities. Northern Colorado Water Conservancy District and Denver Water is currently evaluating the equipment for use in Marston Reservoir.

Staff recommends the purchase and installation of the Sonic Solutions LLC ultrasonic equipment. The equipment would consist of two floating docks, two additional ultrasonic transducers with controllers, and two solar power systems to power the units. Staff will install the units on Erie Lake.

Project Budget Summary

Purchase Price	\$23,450.00
Freight	3,000.00
Balance	\$26,450.00
<u>Contingency</u>	<u>\$1,550.00</u>
Total	\$28,000.00

Project Schedule

Notice of Award
Installation

July 22, 2014
Summer 2014

Board Goal

This serves the Board's goal for Infrastructure – Fund and provide essential infrastructure that corresponds with the planned rate of growth

Staff Review:

_____ Town Attorney
_____ Town Clerk
_____ Community Development Director
_____ Finance Director
_____ Police Chief
 Public Works Director

Approved by:



A.J. Krieger
Town Administrator

ATTACHMENTS:

A. Resolution 14-82

RESOLUTION NO. 14-82

A RESOLUTION AUTHORIZING THE PURCHASE OF ULTRASONIC ALGAE CONTROL EQUIPMENT FOR ERIE LAKE FROM SONIC SOLUTIONS LLC; AND SETTING FORTH DETAILS IN RELATION THERETO.

WHEREAS, the Town of Erie, Colorado wishes to enter a purchase agreement with Sonic Solutions LLC in the amount of \$28,000.00; and

WHEREAS, the 2014 Water Operating Budget includes funds for Reservoir Improvements; and

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to make this purchase.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO, AS FOLLOWS:

Section 1. That the purchase by the Town of Erie for Ultrasonic Algae Control Equipment for Erie Lake from Sonic Solutions LLC is found to be a reasonable and acceptable purchase.

Section 2. That the Town of Erie be and is hereby authorized and directed to purchase the Ultrasonic Algae Control Equipment for Erie Lake from Sonic Solutions LLC and the Appropriate Town Officers are hereby authorized and directed to sign and bind the Town of Erie to said purchase.

Section 3. That this purchase is found to be in the best interest of the Town of Erie, and necessary for the preservation of the public health and safety.

ADOPTED AND APPROVED THIS 22ND DAY OF JULY, 2014, BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO.

TOWN OF ERIE,
a Colorado municipal corporation

By: _____
Tina Harris, Mayor

ATTEST:
By: _____
Melinda Helmer, Deputy Town Clerk

ORDINANCE NO. 28- 2014
Series of 2014

**AN ORDINANCE OF THE TOWN OF ERIE, COLORADO, REPEALING
ORDINANCE NO. 08-2014, SERIES OF 2014, ADOPTED FEBRUARY 11, 2014;
AND, SETTING FORTH DETAILS IN RELATION THERETO.**

WHEREAS, The Board of Trustees of the Town of Erie adopted Ordinance No. 08-2014, Series of 2014, on February 11, 2014, amending Title 2, "Revenue and Finance," Chapter 10, "Fees," Section 6, "Building Inspection Fees," and Chapter 11, "Sales and Use Tax," Section 2, "Use Tax," of the Municipal Code of the Town of Erie to limit the fees on solar energy devices and systems and to exempt the Town use tax on such devices and systems; and,

WHEREAS, The Board of Trustees of the Town of Erie now wishes to repeal Ordinance No. 08-2014, Series of 2014, thereby undoing the limit previously put on the fees on solar energy devices and systems and reversing the exemption from the Town use tax on such devices and systems; and,

WHEREAS, it is deemed to be in the best interest of the public health, safety and welfare of the residents of the Town of Erie for the Town of Erie to repeal said Ordinance No. 08 - 2014.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE
TOWN OF ERIE, COLORADO, AS FOLLOWS:**

Section 1. Ordinance No. 08-2014, Series of 2014, is hereby repealed in its entirety, and the Code provisions amended therein shall return to the language in place prior to the adoption of said Ordinance.

Section 3. Severance Clause. If any article, section, paragraph, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees of the Town of Erie, Colorado hereby declares that it would have passed this Ordinance and each part or parts thereof, irrespective of the fact that any one part or parts may be declared invalid or unconstitutional.

Section 4. Repeal. All other ordinances, or parts of any ordinances or other Code provisions in conflict herewith are hereby repealed. The repeal established herein shall not be construed to revive any ordinance Code provision or part thereof that had been previously repealed by any ordinance which is repealed by this Ordinance.

Section 5. Effective Date. This ordinance shall take effect thirty (30) days after publication following final passage.

INTRODUCED, PASSED, ADOPTED AND ORDER PUBLISHED IN FULL BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE THIS 8TH DAY OF JULY, 2014.

PUBLISHED IN FULL ON THE ____ DAY OF _____, 2014.

TOWN OF ERIE, COLORADO,
a Colorado municipal corporation

By: _____
Tina Harris, Mayor

ATTEST:

By: _____
Nancy Parker, Town Clerk

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: July 22, 2014

SUBJECT: STAFF REPORT: Monthly Communications Report – June 2014

DEPARTMENT: Administration

PRESENTER: Fred Diehl, Assistant to the Town Administrator

FISCAL INFORMATION:	Cost as Recommended:	NA
	Balance Available:	NA
	Budget Line Item Number:	NA
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

STAFF RECOMMENDATION: NA

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

COMMUNICATIONS CALENDAR: Attached is the monthly Communications Calendar for June which provides statistical information on the release and reach of Town of Erie News & Announcements, including the following details:

- 25 Unique Announcements Released via “Notify Me”
- 4,118 “Notify Me” Subscribers

FACEBOOK INSIGHTS:

- 16 Unique posts
- Reach of Facebook posts ranged from 246 on the low end (Concert in the Park) to over 8,700 on the high end (Arson Investigation at Black Rock Elementary Playground).

WEBSITE: The attached monthly Website Overview Report includes visitor statistics for www.erieco.gov including the following information:

- Total Page Visits: 101,221
- Total Unique Visits: 25,465
- Erie Government Television Streaming Video:
 - Total Visits: 148
 - Total Unique Visits: 130

Board of Trustees Goal: *“Develop & Promote Proactive, Fluid Communication Between Government & the Citizens of Erie.”*

Staff Review:

 _____ Assistant to the Town Administrator
_____ Town Clerk
_____ Community Development Director
_____ Finance Director
_____ Police Chief
_____ Public Works Director

Approved by:

A.J. Krieger
Town Administrator



ATTACHMENTS:

- Communications Calendar
- Facebook Insights
- Website Overview Report

Communication Calendar - June 2014

NEWS & ANNOUNCEMENTS		Notify Me Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:		1,091		1,375	786
6/2: Mosquito Control Update - Issued June, 2014		X	X	X	X
6/2: County Line Road Closure is Now in Effect		X	X	X	X
6/6: Relay for Life at Erie Community Park				X	
6/11: Erie Board of Trustees Action Items – June 10, 2014		X	X	X	X
6/13: Movie in the Park Tomorrow Night - Frozen				X	
6/17: Mosquito Control Update – Issued June 17, 2014		X	X	X	X
6/18: Town of Erie Mosquito Control		X	X		X
6/18: Playground Fire at Black Rock Elementary School		X	X	X	X
6/23: Mosquito Control Update – Issued June 23, 2014		X	X	X	X
6/24: County Line Road Reopened to Traffic		X	X	X	X
6/24: Bike to Work Day Tomorrow				X	
6/25: Erie Board of Trustees Action Items – June 24, 2014		X	X	X	X
6/27: Don't Miss the 6 Million Dollar Band Tomorrow at the Concert in the Park!		X	X	X	X
6/27: Fireworks Safety Reminders		X	X	X	X
6/30: Town of Erie Offers Preview of New Website		X	X	X	X
6/30: Mosquito Control Update – Issued June 30, 2014		X	X	X	X
ECONOMIC DEVELOPMENT ANNOUNCEMENT		Notify Me Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:		665		1,375	786
6/6: Free Colorado Energy Expo		X	X		
PUBLIC WORKS ANNOUNCEMENT		Notify Me Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:		508		1,375	786
6/2: County Line Road Closure is Now in Effect		X	X	X	X
6/5: Tree Removal on 119th Street		X	X		
6/17: Concrete Pour at New Treated Water Storage Tank		X	X		
6/24: County Line Road Reopened to Traffic		X	X	X	X
6/30: Department of Public Works Notice: 111th Street Closure - Sewer Line Installation		X	X		
POLICE ANNOUNCEMENT		Notify Me Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:		835		1,375	786
6/3: Warm Weather Crime Prevention Tips		X	X	X	X
6/18: Playground Fire at Black Rock Elementary School		X	X	X	X
6/27: Fireworks Safety Reminders		X	X	X	X
PARKS & RECREATION ANNOUNCEMENT		Notify Me Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:		1,019		1,375	786
ENGAGE ERIE TOPICS		Engage Erie Message	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Participants & Visitors:				1,375	786
YOUTUBE CHANNEL		Views Via YouTube	Newsflash Posted on Website	Facebook Post	Twitter Post
Reach via Subscribers & Visitors:				1,375	786
UTILITY BILL INSERTS		Mailed Bills	Emailed Bills		
Total:		6,800	875		
Department of Public Works - 2014 Town of Erie Water Quality Report (Consumer Confidence Report)		X	X		
Parks & Recreation - Annual Pass Promotion/Summer Events Flyer		X	X		

June 2014 – Facebook Insights

		Reach Organic/Paid		Post Clicks		Likes, Comments & Shares			
Published	Post	Type	Targeting	Reach		Engagement		Promote	
06/30/2014 9:10 am	In response to high mosquito activity in some areas within the Town of Erie, contractors plan on			406		58 5		Boost Post	
06/30/2014 11:08 am	Town of Erie Offers Preview of New Website -- You've been asking us to change for years. Now,			714		294 37		Boost Post	
06/27/2014 3:17 pm	The Town of Erie, Erie Police Department and Mountain View Fire Rescue - OFFICIAL PAGE want			282		26 15		Boost Post	
06/27/2014 8:40 am	Don't Miss the 6 Million Dollar Band Tomorrow at the Concert in the Park! All concerts this summer			246		20 6		Boost Post	
06/25/2014 2:35 am	Erie Board of Trustees Action Items – June 24, 2014 In This Issue, Board Approves Owner's			299		63 0		Boost Post	
06/24/2014 1:50 pm	Who is participating in Bike to Work Day tomorrow? If so, stop by the Garfield Shelter at Erie Community,			553		8 20		Boost Post	
06/24/2014 8:52 am	Construction on County Line Road was completed on time, and is now reopened to traffic between			1.6K		906 49		Boost Post	
06/23/2014 3:42 pm	In response to high mosquito activity in some areas, contractors plan on conducting limited			486		46 2		Boost Post	
06/18/2014 12:23 am	This morning, at 4:53 am multiple Erie citizens that live in the Vista Ridge community called 911 to			8.7K		5.7K 231		Boost Post	
06/17/2014 9:37 am	In response to high mosquito activity in some areas, contractors plan on conducting limited			463		58 8		Boost Post	
06/13/2014 4:18 pm	Don't miss FROZEN tomorrow at the first Movie in the Park this summer! Who's excited for one giant			1.1K		86 59		Boost Post	
06/11/2014 1:37 pm	Erie Board of Trustees Action Items – June 10, 2014 In This Issue, Board of Trustees Amend Golden			554		45 3		Boost Post	
06/06/2014 2:29 pm	Starting tomorrow afternoon, Relay For Life of Erie will be hosting an overnight camp-out at Erie			711		32 21		Boost Post	
06/03/2014 10:58 am	The Erie Police Department would like to remind Erie residents that the warmer weather brings			1.9K		217 38		Boost Post	
05/02/2014 4:44 pm	Attention County Line Road drivers! The County Line Road closure between Arapahoe Road and Vista			843		128 16		Boost Post	
06/02/2014 4:14 pm	It's that time of year again! Town of Erie contractors will be conducting limited localized spraying			1K		87 15		Boost Post	

Website Overview Report for www.erieco.gov - June 2014

Total Unique Visits	For the Month:	25,465	Year to Date:	156,805
Total Page Visits	For the Month:	101,221	Year to Date:	634,566

Top 25 Web Pages Visited	# of Visits	Rank
Home Page	66,108	#1
Erie Community Center	3,713	#2
Utility Billing	1,696	#3
Special Events	1,292	#4
News Flash	1,291	#5
Parks & Recreation	1,092	#6
Departments	907	#7
Police Department	891	#8
Classes & Programs	630	#9
Recreation Activities	610	#10
Youth Sports	591	#11
Online Utility Bill Payment	531	#12
Community	525	#13
Aquatics	520	#14
Firecracker 4k/4 Mile Race	473	#15
Building Information and Applications	463	#16
Fitness & Wellness	438	#17
Building Division	430	#18
Concerts in the Park	415	#19
Facilities	398	#20
Fees & Memberships	387	#21
Camp Erie	374	#22
Economic Development	367	#23
Trails Map	349	#24
Services	345	#25

Erie Government Television Streaming Video via Website - OVERVIEW



WHAT MEDIA YOUR CITIZENS ARE VIEWING

All Media Live Events Encoder Streams On Demand Media

ALL MEDIA

Filter by title

Media Title	Type	Total Views
Erie Channel 8 Live Feed	Encoder	58
Erie Channel 8 Live Feed	Encoder	58
Board of Trustees - Jun 24th, 2014	Live event	27
Board of Trustees - Jun 24th, 2014	Live event	27
Board of Trustees - Jun 10th, 2014	Archive	24
Board of Trustees - Jun 10th, 2014	Archive	24
Board of Trustees - Jun 24th, 2014	Archive	13
Board of Trustees - Jun 24th, 2014	Archive	13
Board of Trustees - May 27th, 2014	Archive	10
Board of Trustees - May 27th, 2014	Archive	10



<< < 1 to 10 > >> Show 10 per page



June 2014 Erie Police Department Monthly Report



Crimes of Interest

June Crimes	
Theft	5
Simple Assaults	8
Criminal Mischief	11
DUI	3
Domestic Violence	4
Burglary	1

Directed Activities

Month	Calls for Service	Case Reports Completed	Assigned Cases
January	503	268	18
February	493	254	26
March	573	277	41
April	585	299	65
May	601	385	64
June	730	361	35
July			
August			
September			
October			
November			
December			
Total	3485	1844	249

Officer Initiated Activities

June Activities	
Foot Patrols	240
Open Doors	33
Citizen Assists	61
Felony Arrests	2
Misdemeanor Arrests	15

June Traffic Accidents	
Property Damage	8
Injury	3
Total	11

- Chief Vasquez attended the Colorado Association of Chiefs of Police Conference June 9th – June 12th 2014.
- Department investigated and solved the playground Arson at Black Rock Elementary. Three juveniles and one adult were eventually charged with setting the fire that destroyed the playground equipment at the school.
- Planning for the July 3rd fireworks show took place during meetings in June involving Broomfield Police, Mountain View Fire, Town of Erie Public Works and officials from the Golf Course.
- Administration members attended the Boulder County All Hazards Mitigation planning meeting in Boulder on June 25th, 2014.

Monthly Traffic Enforcement

Month	Warnings	Citations
January	269	85
February	300	118
March	257	114
April	245	136
May	221	106
June	288	89
July		
August		
September		
October		
November		
December		
Total	1580	648