

TOWN OF ERIE
BOARD OF TRUSTEES REGULAR MEETING ¹
Tuesday, September 9, 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 August 26, 2014 Meeting Minutes
- b. Resolution 14-102; A Resolution for the Purchase of a Mag Tank from KBK Industries, LLC
- c. Resolution 14-103; A Resolution Authorizing the payment for Dispatch Services provided by Boulder County to the Erie Police Department for the year of 2014.

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. Open Space and Trails Advisory Board Recommendations for Boulder County Open Space Preservation and Trail Projects
- b. Proclamation – Constitution Week
- c. Presentation – 2014 SAVVY Award “Keep Erie Safe Animated Video- Best Promotional Video (Population 0-75,000)

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.

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

- a. Resolution 14-104; A Resolution Awarding a Construction for Grandview Tract T Drainage Repair
- b. Resolution 14-105; A Resolution Accepting Federal Aviation Administration Grant for Drainage Improvements Along the Eastside of Runway 15-33

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 31-2014; An Ordinance Authorizing the Town Of Erie, Colorado, to Sell Tract D, Orchard Glen Filing No. 2 at Meadow Sweet Farm to the Orchard Glen Homeowners Association, Inc. as Authorized by the Voters of the Town Of Erie; And, Setting Forth Details in Relation Thereto (**FIRST READING**)
- b. Ordinance 32-2014; An Ordinance of the Town Of Erie, Colorado, Amending Title 3, "Boards And Commissions," Chapter 3, "Historic Preservation Advisory Board," Section 5, " Meetings; Organization And Rules," of the Erie Municipal Code in Order to Change The Regular Start Time of Historic Preservation Advisory Board Meetings; Setting Forth Details in Relation Thereto: And, Declaring An Emergency Therefore. (**PASS ON AS AN EMERGENCY/FIRST READING**)

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.)

Staff 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. **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.)

ADJOURN TO STUDY SESSION-GENERAL BUDGET OVERVIEW-GENERAL FUND/PUBLIC WORKS/POLICE/COMMUNITY DEVELOPMENT AND FINANCE.

TOWN OF ERIE
BOARD OF TRUSTEES REGULAR MEETING 1
Tuesday, August 26, 2014
6:30 p.m.
Board Room, Erie Town Hall, 645 Holbrook, Erie, CO 80516

I. CALL MEETING TO ORDER

Mayor Harris called the August 26, 2014 Regular Meeting of the Board of Trustees to order at 6:32 p.m.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Roll Call: Trustee Carroll –absent/excused
 Mayor Pro Tem Gruber – present
 Trustee Charles – present
 Trustee Moore – present
 Trustee Woog – present
 Trustee Schutt - present
 Mayor Harris – present

III. APPROVAL OF THE AGENDA

Action: Trustee Schutt moved to amend the Consent Agenda by moving Item h. Resolution 14-98 to Resolutions; the motion was seconded by Trustee Moore. The motion carried with all voting in favor thereof.

IV. CONSENT AGENDA

Action: Mayor Pro Tem Gruber moved to approve the August 26, 2014 Consent Agenda; the motion was seconded by Trustee Schutt. The motion carried with the following Roll Call vote:

Mayor Pro Tem Gruber – Yes
Trustee Charles – Yes
Trustee Moore – Yes
Trustee Woog – Yes
Trustee Schutt - Yes
Mayor Harris – Yes

V. PUBLIC COMMENT

James Briars, 635 Moffat Street, spoke in regards to Eminent Domain.

VI. PROCLAMATIONS AND PRESENTATIONS

- a. **Certificate of Appreciation to Kailer Johns for Serenity Garden Eagle Scout Project at Mount Pleasant Cemetery.**

Mayor Tina Harris, read a Proclamation in honor of Kailer Johns for the recent completion of his Eagle Scout project of designing and installing a serenity garden at Mount Pleasant Cemetery. This attractive and sustainable garden is a valuable addition and will be enjoyed by all who visit the Cemetery.

VII. RESOLUTIONS

- a. **Resolution 14-85; A Resolution of the Town of Erie, Colorado Awarding a Contract to GMP Construction for the Public Safety Facility.**

Gary Behlen, Director of Public Works, presented staff recommendations for the approval of Resolution 14-85. Staff has been working with the owner's representative, architects, and Fransen-Pittman. There is a Guaranteed Maximum Price of \$1.525 million with regards to the site work. Joni Fournier, Consillium Partners and John Pittman, Fransen-Pittman also spoke in regards to moving forward with the project.

Action: Mayor Pro Tem Gruber moved to approve Resolution 14-85; the motion was seconded by

Trustee Charles. The motion carried with the following Roll Call vote:

Mayor Pro Tem Gruber – yes
Trustee Charles – yes
Trustee Moore – yes
Trustee Woog – yes
Trustee Schutt - yes
Mayor Harris – yes

- b. **Resolution 14-100; A Resolution Authorizing the Town of Erie, Colorado, to Enter into a Purchase and Sale Agreement for the Purchase of Real Property from the Mary Jane Strieby Revocable Trust.**

A.J. Krieger, Town Administrator, presented staff recommendations for the approval of Resolution 14-100. This is a contract to purchase 8.8 acres of property known as the Strieby property immediately north of Erie Lake to be used as a combination of both open space and future water storage. The contract amount is \$800,000.

Action: Mayor Pro Tem Gruber moved to approve Resolution 14-100; the motion was seconded by Trustee Charles.

Action: Mayor Pro Tem Gruber moved to make the following amendment to the Resolution; which was seconded by Trustee Charles. "The Town's water fund shall reimburse the Trails & Natural Area fund for the Schofield & Strieby properties acreage used for reservoir purposes at a date no later than the conclusion of reservoir expansion construction. If these Trails and Natural funds are

required for additional acquisition prior to this time, and the water fund cannot make a timely reimbursement, then the general fund shall make the appropriate loan."

Action: Mayor Harris called for a verbal vote of the Board regarding the amendment to Resolution 14-100 proposed by Mayor Pro Tem Gruber. All members of the Board were in favor with the exception of Trustee Moore, who voted no.

Action: Mayor Harris called for a Roll Call Vote on Resolution 14-100 which carried with the following vote:

Mayor Pro Tem Gruber – yes
Trustee Charles – yes
Trustee Moore – no
Trustee Woog – yes
Trustee Schutt - yes
Mayor Harris – yes

c. Resolution 14-98; A Resolution of the Town of Erie, Colorado, Consenting to Erie Farm Metropolitan District's Use of the Power of Eminent Domain in Accordance with the Terms of the Erie Farm Metropolitan District Amended and Restated Service Plan.

A.J. Krieger, Town Administrator, stated that the Erie Farm Metropolitan District is seeking the Town's consent which is required by the Model Service Plan to pursue the purchase of property that will be used for Vista Parkway extension right-of-way through eminent domain. Staff recommends approval of this Resolution.

Action: Trustee Woog moved to table Resolution 14-98 for 2 weeks and direct staff to set up a meeting between the parties involved. The motion was seconded by Trustee Moore.

Action: Trustee Woog withdrew his original motion and moved to continue Resolution 14-98 to the next meeting. The motion was seconded by Trustee Moore.

Because the motion was made to continue before the introduction of the original motion, Attorney Mark Shapiro made a recommendation that the motion on the floor be reversed.

Action: Trustee Charles made a motion to approve Resolution 14-98. The motion was seconded by Mayor Pro Tem Gruber.

Action: Mayor Harris recognized that Trustee Woog made a motion to continue Resolution 14-98 and that the motion was seconded. Discussions may continue.

Action: Mayor Harris called for a verbal vote of those in favor of continuing Resolution 14-98 for 2 more weeks. The motion failed with a 4 – 2 vote; Trustees Woog and Moore were in favor of continuing.

Action: Mayor Pro Tem Gruber moved to approve Resolution 14-98. The motion was seconded by Trustee Charles. The motion carried with a 5 – 1 vote; with Trustee Woog voting no.

VIII. ORDINANCES

- a. **Ordinance 30-2014; An Ordinance of the Town of Erie, Colorado, Approving the Transfer of Certain Real Property to the Erie Housing Authority; And Declaring An Emergency.**

Steve Felten, Director of Finance, presented the second reading of Ordinance 30-2014 regarding the transfer of the underlying property and surrounding property at Erie Housing Authority, from the Town to the Erie Housing Authority which will facilitate the refinancing of the mortgage currently with Great Western Bank. Staff recommends the passing and approval of this Ordinance.

Action: Trustee Schutt moved to approve Ordinance 30-2014; the motion was seconded by Trustee Charles. The motion carried with all voting in favor thereof.

IX. STAFF REPORTS

Nothing to report.

Action: The Board would like staff to prepare an amendment to the Model Service Plan stating from Board "Consent" to Board "Notice" as mentioned during the discussion regarding Resolution 14-98.

X. BOARD OF TRUSTEES REPORTS & APPOINTMENTS

Mayor Pro Tem Gruber – Had a question for staff regarding the historic gate at the cemetery and its possible reinstallation. Was in attendance at the EEDC's Broker Open and it wasn't well attended. He is concerned about the focus that's being taken given the direction that at budget time was given to the organization. He doesn't believe spending money on broker information sessions is as valuable as getting out into the United States either at trade meetings or trade organization gatherings and talking to primary employers. At budget time, he would like to have a serious discussion the representatives of EEDC about how our investment is being spent.

Action: Mayor Pro Tem Gruber made a motion to direct staff to bring forth a Resolution changing the Town setback for new oil and gas wells to residential lots and non-residential buildings to 500 feet to comply with State rules governing the same. The motion was seconded by Trustee Moore.

Action: Mayor Pro Tem Gruber withdrew his motion as did Trustee Moore as suggested.

Trustee Woog – Commended Farrell Buller for the excellent job on the ECC as he's received a lot of positive feedback. He also wanted to state to the citizens that he has not been a "slow or no growther." As a Trustee, he has voted for all growth so far and he doesn't feel that voting no, on what he did tonight, will slow things down for us. He thinks we're doing fine in the residential department. There are times when he will be watching for the growth of government when he feels it's unnecessary so there have been some "no" votes at times; that is him looking out for the citizens and representing them to the best of his ability; he will continue to do that and has a very good understanding that we need the incoming money from homes and sales tax.

Trustee Schutt – Nothing to report.

Trustee Moore – Nothing to report.

Trustee Charles – Updates on Historic Preservation Advisory Board – they had guest presenters from History Colorado. They gained some great knowledge on the capabilities and possibilities of the Historic Preservation Advisory Board. There is an opening on the Historic Preservation Advisory Board and 1 application has been received. Ad Hoc Committee for the Downtown Art Project is looking to have a representative from the Board, which will also consist of members from the Historic Preservation Advisory Board, Chamber of Commerce, and A.C.E. As Trustee Charles is interested, the members of the Board agreed that he would be a great representative for this project. Reminder, Erie Biscuit Days event is coming soon. Please check the Town's website for more information.

Mayor Harris – Congratulations to Trustee Carroll (formerly Trustee Kramer) who is on her honeymoon. Mayor Harris stated that all the Boulder County Mayors are participating in the ALS Ice Bucket Challenge tomorrow and Trustee Woog had challenged all the members of the Board of Trustees. The Boulder County Commissioners have invited the Board to attend and it will take place in Lafayette.

XI. ADJOURNMENT

Action: Trustee Moore moved to adjourn the August 26, 2014 Regular Meeting of the Board of Trustees; the motion was seconded by Mayor Pro Tem Gruber. The motion carried with all voting in favor thereof.

Action: Mayor Harris adjourned the August 26, 2014 Regular Meeting of the Town of Erie Board of Trustees at 8:33 p.m.

Respectfully Submitted,

Melinda Helmer, Deputy Town Clerk

Tina Harris, Mayor

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: **CONSENT AGENDA**
 Consideration of Resolution 14-102: A Resolution Authorizing The Purchase Of Equipment And Award Services For Purchase Mag Tank Project From Various Vendors In The Amount Not To Exceed \$67,000; And, Setting Forth Details In Relation Thereto.

DEPARTMENT: **Public Works**

PREPARERS: **Gary Behlen, Director of Public Works**
Frank McIlwain, Operations and Maintenance Crew Leader

FISCAL INFORMATION: Cost as Recommended: **\$ 67,000**
 Balance Available: **\$ 128,700**
 Budget Line Item Number: 100 . 70 . 710 . 605000 . 100086
 New Appropriation Required: Yes No

STAFF RECOMMENDATION: **Approving Resolution 14-102 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 Streets Capital Budget includes the purchase of a new magnesium chloride tank (see attachment B for example of tank and pump). This chemical is used as a deicing agent on the streets during colder temperatures. There are three parts to this project which include purchase and installation of the tank, purchase and installation of the pump to the tank, and electrical upgrade to accommodate the larger pump. When budgeting for this project originally, Staff was looking at a double wall steel tank. After consulting with the Colorado Department of Transportation, they recommend the purchase of a single wall plastic tank because they are non-corrosive. The Town saved approximately \$60,000 compared to a double walled steel tank.

Part one includes purchase and installation of a 21,000 gallons single wall 12 foot by 24 foot tank. This tank will replace the existing 6,000 gallon tank located at the Leon A. Wurl Service Center. Staff received a State Bid from KBK Industries for the purchase and shipping of the tank in the amount of \$14,119.00.

Part two includes the purchase and installation of a 10 horsepower This pump is used to unload the material from inside the storage tank to the snow removal truck. Staff received a bid from Envirotech Services in the amount of \$7,122.78. Envirotech Services is the vendor used for purchase of mag chloride and have all supplies needed for this process. Staff contacted various other pump companies but they were unable to provide a bid.

Part three includes upgrading the existing electrical supply from a 110 amp to a 3 phase, 40 amp, 208 volt system. This upgrade is needed to supply power to the pump operations. Staff received three bids for this work from Rakes Electric in the amount of \$1,594.97, South Paw Electric in the amount of \$2,610.40; and Couper Electric, LLC in the amount of \$2,880.00.

Part four includes completely filling the tank twice with magnesium chloride. Each complete fill is approximately \$19,000.

Staff recommends awarding contracts to the following:

Vendor	Amount
KBK Industries (tank)	\$14,119.00
Envirotech Services (pump)	\$7,122.78
Rakes Electric (electric)	\$1,594.97
Envirotech Services (magnesium chloride)	\$38,000.00
Total	\$60,836.75

Project Cost

Project Cost	\$60,836.75
Contingency	\$6,163.25
Total	\$67,000.00

Project Schedule

Notice of Award	September, 2014
Installation Complete	December, 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 14-102
- B. Example Photos of Tank and Pump

RESOLUTION NO. 14-102

A RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF EQUIPMENT FOR THE MAG TANK PROJECT IN THE AMOUNT OF \$60,836.75 AND SETTING FORTH DETAILS IN RELATION THERETO

WHEREAS, the Town of Erie, Colorado wishes enter a purchase and installation agreements with KBK Industries, Envirotech Services and Rakes Electric in the amount of \$60,836.75 for the purchase and installation of equipment for the Mag Tank Project; and

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to enter into such an agreement.

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

Section 1. That the agreement between the Town of Erie and KBK Industries, Envirotech Services and Rakes Electric are found to be a reasonable and acceptable agreement for the purpose of the purchase and installation for the Mag Tank Project.

Section 2. That the Town of Erie be and is hereby authorized and directed to enter into the agreement with KBK Industries, Envirotech Services and Rakes Electric, and the Town Administrator is hereby authorized and directed to sign and bind the Town of Erie to said agreements for the purpose of the purchase and installation for the Mag Tank Project in the amount of \$60,836.00 with a contingency not to exceed \$6,163.25.

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

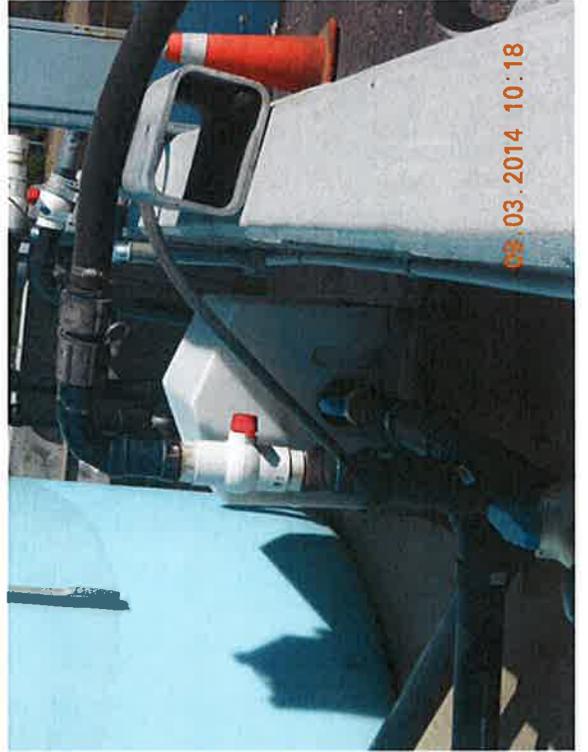
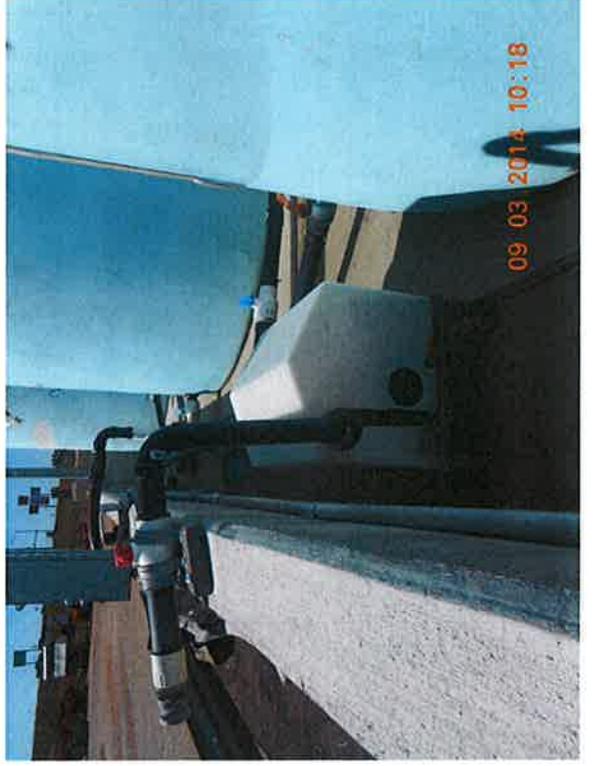
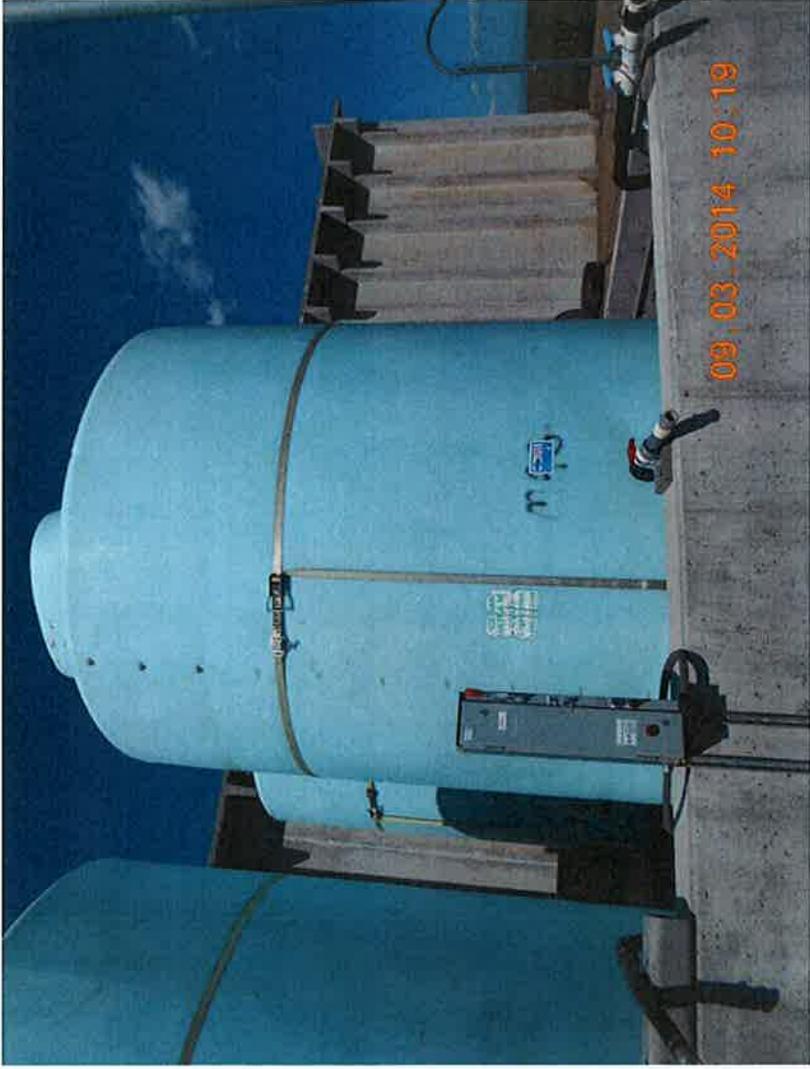
ADOPTED AND APPROVED THIS 9TH DAY OF SEPTEMBER, 2014, BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO.

TOWN OF ERIE,
a Colorado municipal corporation

By: _____
Tina Harris, Mayor

ATTEST:

By: _____
Nancy J. Parker, C.M.C., Town Clerk



TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 09, 2014

SUBJECT: **CONSENT AGENDA**
Consideration of Resolution 14-103: A resolution authorizing the payment to Boulder County for emergency dispatch services provided to the Erie Police Department from January through December 2014 in the amount of \$213,783.00

DEPARTMENT: Police Department

PRESENTER: **Marco Vasquez, Chief of Police**

FISCAL	Cost as Recommended:	\$213,783.00
INFORMATION:	Balance Available:	215,000.00
	Budget Line Item Number:	100 . 60 . 110 . 564000 . 000000
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

STAFF RECOMMENDATION: **Approve Resolution 14-103 Authorizing the payment for Dispatch Services provided by Boulder County to the Erie Police Department for the year of 2014.**

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Town of Erie has an agreement with the Boulder County Sheriff's Communications Department to provide emergency dispatching services to the Erie Police Department. The Erie Police Department budgets for this each year and Boulder County bills the Town twice a year for this service. The cost of providing the service for the year of 2014 is \$213,783.00.

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 14-103
b. Copy of Invoice

RESOLUTION NO. 14-103

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO AUTHORIZING PAYMENT TO BOULDER COUNTY FOR EMERGENCY DISPATCH SERVICES PROVIDED TO THE ERIE POLICE DEPARTMENT FOR THE PERIOD JANUARY 2014 TO DECEMBER OF 2014 IN THE AMOUNT OF \$213,783.00; AND, SETTING FORTH DETAILS IN RELATION THERETO

WHEREAS, the Town of Erie has an agreement with the Boulder County Sheriff's Communications Department to provide emergency dispatching services to the Erie police Department; and

WHEREAS, the Erie Police Department budgets each year for this service and is billed twice a year and cost of providing this service for 2014 is \$213,783.00; and

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to make said payment to Boulder County to provide emergency dispatch services.

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

Section 1. That the fees for providing emergency dispatch services for the calendar year of 2014 is found to be reasonable and acceptable.

Section 2. That the Town of Erie be and is hereby authorized and directed to make payment to Boulder County in the amount of \$213,783.00.

Section 2. That authorizing payment for emergency dispatch services for the Erie Police Department 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 9TH DAY OF SEPTEMBER, 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: _____
Nancy J. Parker, CMC, Town Clerk



Boulder County

Financial Services
PO Box 471
Boulder, CO 80306

INVOICE

Customer Number: C00050
Invoice Number: 08888
Invoice Date: 08/18/14
Terms: DUE UPON RECEIPT

To: Town of Erie
PO Box 750
ERIE, CO 80516-0750

This invoice is printed on watermarked paper. Invoices not printed on watermarked paper are not valid Boulder County invoices. If you receive an invoice on unmarked paper, please contact Dawn Page at 303-441-1749

Transaction Date	Description	Account	Amount
08/18/14	Dispatch Services/Jan-Jun 2014	2901000 53700	106,891.50

**Town of Erie
Finance Department A/P**

Vendor: _____

Account #: _____

Approval By: _____

Total Due 106,891.50

Please call Linda in our Sheriff's Comm Ctr @ 303-441-4823 with questions regarding this invoice

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Please make checks payable to

Boulder County

Attn: Financial Services
PO Box 471
Boulder, CO 80306

Customer Number: C00050
Invoice Number: 08888
Invoice Date: 08/18/14
Total Amount Due \$ 106,891.50

Total Payment \$ _____

CONSTITUTION WEEK 2014

WHEREAS: September 17, 2014, marks the two hundred twenty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and the anniversary of its creation; and

WHEREAS: it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Tina Harris, by virtue of the authority vested in me as Mayor of the Town of Erie in the state of Colorado do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Erie to be affixed this seventeenth day of September in the year of our Lord two thousand fourteen.

Signed _____ SEAL Attest _____

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: RESOLUTION AGENDA

Consideration of Resolution 14-104: A Resolution Authorizing Oakwood Homes to Fulfill Their Duties in Regards to Grandview Tract T Drainage Improvements With an Amount Not to Exceed Amount of \$57,500.

DEPARTMENT: Public Works

PREPARERS: Gary Behlen, Director of Public Works

Matt Wiederspahn, Public Works Development Engineer

FISCAL INFORMATION: Cost as Recommended: **\$ 57,500**
Balance Available: **\$ 25,000**
Budget Line Item Number: 520 . 70 . 110 . 605000 . 100076
New Appropriation Required: Yes No

STAFF RECOMMENDATION: **Approving Resolution 14-104 authorizing the Town Administrator to execute all documentation necessary for authorizing Oakwood Homes to perform Tract T Drainage Improvement construction not to exceed \$57,500.**

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

After the August 2013 storm in the Grandview Subdivision, staff worked with a drainage consultant to design drainage improvements to help reduce future flooding hazards. Three Tracts were determined to have potential drainage improvements completed on them. The following table shows that tracts, uses, ownership, and maintenance responsibility:

Tract	Use	Ownership	Maintenance
Tract T	Open Space	Town	Town
Tract Q	Open Space	Town	HOA
Tract R	Pocket Park	Town	HOA

Around the same time, Oakwood Homes was finalizing their Erie Highlands development plans that also included drainage improvements immediately upstream of Grandview on their property. Due to their proximity to Grandview and the possible cost savings of using a contractor already mobilized on-site, a condition was added to the Erie Highlands development agreement that Oakwood would provide the Town a bid to have their contractor complete the Grandview drainage improvements. If the Town accepts the bid, Oakwood would be responsible to complete the improvements and be reimbursed the cost by the Town.

In June 2014, Oakwood provided a rough estimate for their contractor to complete the drainage improvements on all three tracts. The estimate was also provided to the Grandview HOA as two of the tracts are under their responsibility. No response has been received from the HOA on whether they are willing to pay for the improvements on their tracts. Due to receiving no response from the HOA, Town staff is currently working with Oakwood to receive a firm bid to complete just the Tract T drainage improvements that the Town is responsible for.

Oakwood has provided a preliminary bid for the Tract T improvements of \$50,000 that staff is still negotiating. The estimate has increased from their original opinion of cost because of greater detail and understanding of the scope of work involved. Staff recommends authorizing the resolution with a not to exceed amount of \$57,500 that includes a 15% contingency. The cost of the HOA Tract improvements will likely also increase.

Staff recommends authorizing Oakwood to perform the Tract T Drainage improvements not to exceed the following.

Project Cost

Project Cost	\$50,000
Contingency	\$7,500
Total	\$57,500

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 14-104
- B. Vicinity Map

RESOLUTION NO. 14-104

A RESOLUTION OF THE TOWN OF ERIE, AUTHORIZING OAKWOOD HOMES TO FULLY FULFILL THEIR DUTIES IN REGARDS TO GRANDVIEW TRACT T DRAINAGE IMPROVEMENTS WITH AN AMOUNT NOT TO EXCEED \$57,500.00; AND, SETTING FORTH DETAILS IN RELATION THERETO.

WHEREAS, the Town of Erie, Colorado wishes to authorize Oakwood Homes to complete drainage improvement for Tract T of Grandview Subdivision; and

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to authorize such an agreement.

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

Section 1. That the agreement between the Town of Erie and Oakwood Homes is found to be a reasonable and acceptable agreement for the Grandview Subdivision Tract T Drainage Improvements

Section 2. That the Town of Erie be and is hereby authorized and directed to enter into the Agreement with Oakwood Homes and the appropriate Town Officers are hereby authorized and directed to sign and bind the Town of Erie to said agreement in an amount not to exceed \$57,000.00.

Section 3. That entering into the agreement 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 9TH DAY OF SEPTEMBER, 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: _____
Nancy J. Parker, CMC, Town Clerk

Ernie Parkway

Tract Q

Work Area
Tract T

Tract R

Tract T



TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: **CONSENT AGENDA**
Consideration Of Resolution 14-105: A Resolution Of The Town Of Erie, Colorado Accepting Federal Aviation Administration Grant for AIP Project No. 3-08-0090-10 Drainage Improvement Along The Eastside of Runway 15-33 at The East Connector In The Amount Of \$30,000.00; And Setting Forth Details In Relation Thereto

DEPARTMENT: Public Works
Gary Behlen, Director of Public Works
PRESENTER: **Russell Pennington, Deputy Director of Public Works**
Jason Hurd, Vector Air Management

FISCAL	Cost as Recommended:	\$ 0
INFORMATION:	Balance Available:	\$ 0
	Budget Line Item Number:	000 . 00 . 000 . 000000 . 000000
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

STAFF RECOMMENDATION: **Approve Resolution 14-105, accepting said grant, authorizing the Director of Public Works to sign the said agreement and authorize Staff to expend grant money**

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

As part of the A3 Connector and the East Connector construction projects at the Erie Municipal Airport in 2009, drainage improvements were constructed as part of the overall project. One of the drainage improvements was constructed off of airport property on Lot 9, Block 4. In discussion with the property owner, the improvements have made mowing and maintaining this portion of his property difficult.

As part of the 2013 Taxiway Lighting Project, the contractor has been asked to make modifications to this property to enable the property owner to maintain his property as well as to still meet the drainage requirements.

The project will re-grade a small portion of ground on the southeast side of the east connector, remove a portion of storm pipe, and install an inlet. This project is intended to improve the drainage in this area, locate all storm facilities on the airport property and reduce and potentially eliminate erosion on the adjacent property.

Aviation, the Town's FAA approved airport consultant for the Taxiway Lighting Project, along with Jason Hurd and Town Staff has coordinated the work with the contractor and the FAA. The FAA has approved the project and will provide the Town a grant to perform the work. The work will be funded using a combination of a grant from the FAA (90%), Colorado Division of Aeronautics (CDOA) (5%), and the Town of Erie (5%). The grant amounts are listed below.

Staff has obtained a Temporary Construction Easement from the adjacent property owner in order to be able to work on his property. This easement was approved by the BOT in December of 2013.

The FAA is currently programing this grant into their system. The attached Draft FAA Grant Agreement is for review purpose only and a formal grant agreement will be sent to the Town soon. The Grant has to be executed by the Town and the FAA by September 18, 2014 in order to be eligible for the grant.

Staff is recommending acceptance of the FAA Grant based on the attached draft Grant Agreement and authorizing the Director of Public Works to execute said agreement.

The funding for the project will be as follows:

<i>Project</i>	<i>FAA</i>	<i>CDOA</i>	<i>Town</i>	<i>Total</i>
Drainage Improvement Along East Side of Runway 15-33	\$ 30,000.00	\$ 1,666.67	\$ 1,666.67	\$ 33,333.34
Total	\$ 30,000.00	\$ 1,666.67	\$ 1,666.67	\$ 33,333.34

Construction is anticipated to begin at the end of September and be complete by the end of October.

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:



AJ Krieger
Town Administrator

ATTACHMENTS:

- a. Resolution 14-105
- b. Vicinity Map
- c. Draft FAA Grant Agreement

RESOLUTION 14-105

A RESOLUTION OF THE TOWN OF ERIE ACCEPTING A GRANT FROM THE FEDERAL AVIATION ADMINISTRATION FOR AIP PROJECT NO. 3-08-0090-10 DRAINAGE IMPROVEMENT ALONG THE EASTSIDE OF RUNWAY 15-33 AT THE EAST CONNECTOR IN THE AMOUNT OF \$30,000.00; AND SETTING FOR THE DETAILS IN RELATION THERETO.

WHEREAS, the Town of Erie is a municipal corporation duly organized and existing under laws of the State of Colorado; and

WHEREAS, The Town of Erie applied for and received a Federal Aviation Administration Grant for the Town of Erie Municipal Airport; and

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to enter into such a Grant Agreement with the Federal Aviation Administration.

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

Section 1. That the Grant Agreement between the Town of Erie and the Federal Aviation Administration, (FAA) is found to be a reasonable and acceptable agreement for the purpose of accepting \$30,000,00.00 from the FAA for AIP Project No. 3-08-0090-10 Drainage Improvement Along the Eastside of Runway 15-33 at the East Connector Project.

Section 2. That the Town of Erie be and is hereby authorized and directed to enter into the Grant Agreement with the FAA, and the appropriate Town officers are hereby authorized and directed to sign and bind the Town of Erie to said Agreement.

Section 3. That entering into the Grant Agreement 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 9th DAY OF SEPTEMBER, 2014, BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO.

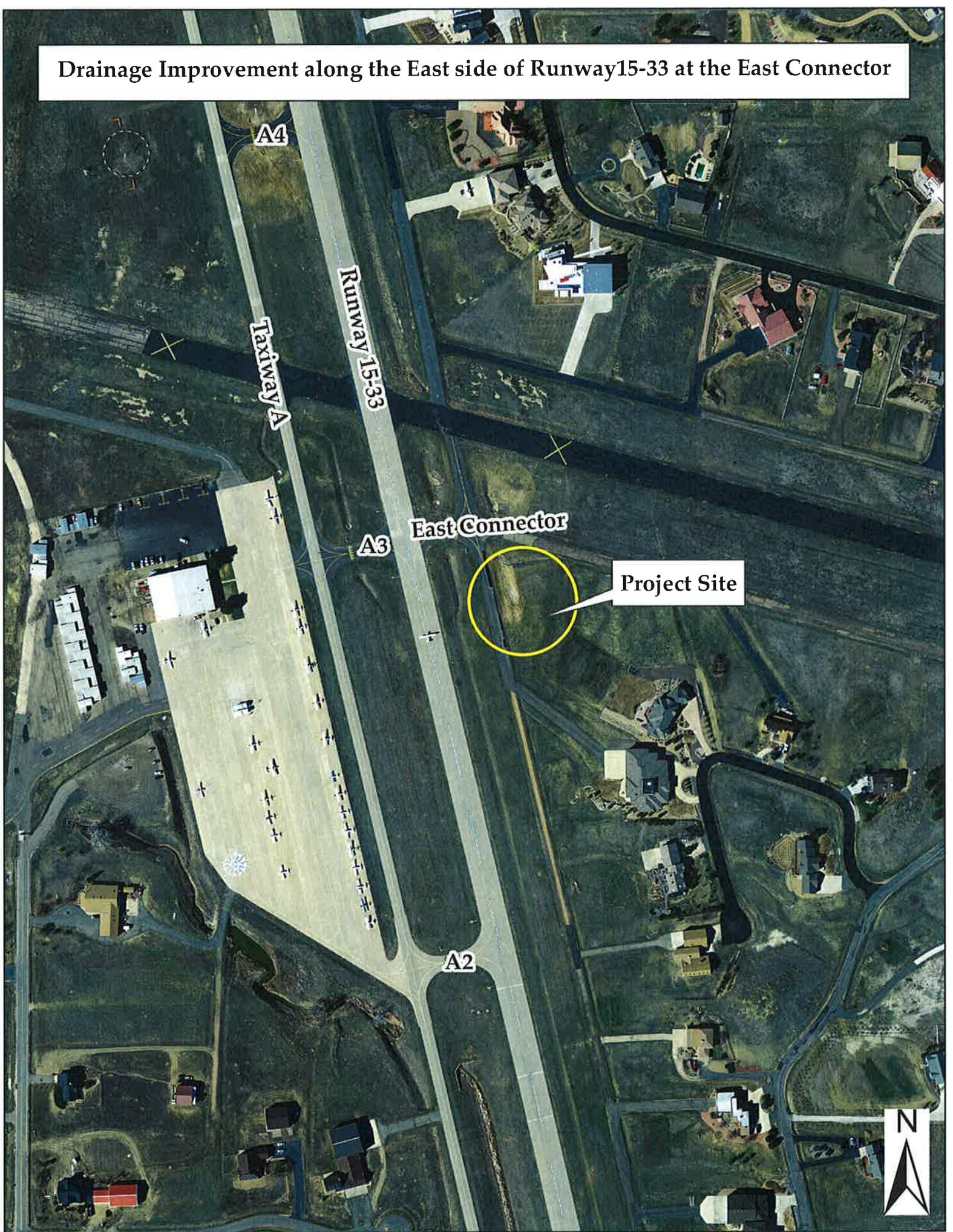
TOWN OF ERIE,
a Colorado municipal corporation

By: _____
Tina Harris, Mayor

ATTEST:

By: _____
Nancy J. Parker, CMC., Town Clerk

Drainage Improvement along the East side of Runway 15-33 at the East Connector



A4

Taxiway A

Runway 15-33

East Connector

A3

Project Site

A2





U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I – OFFER

Date of Offer	_____
Airport/Planning Area	Erie Municipal Airport
AIP Grant Number	3-08-0090-015-2014 (Contract No. DOT-FA14NM-1074)
DUNS Number	040049178

TO: Town of Eire, Colorado
(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated June 23, 2014, for a grant of Federal funds for a project at or associated with the Erie Municipal Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Erie Municipal Airport (herein called the "Project") consisting of the following:

Improve Airfield Drainage (between Runway 15/33 and Taxiway 'B')

which is more fully described in the Project Application.

NOW THEREFORE, according to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014 and revised on April 3, 2014, and the Sponsor's acceptance of this Offer, and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 90.00 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$30,000. For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b), the following amounts are being specified for this purpose:

 \$30,000 for airport development or noise program implementation
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
4. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
5. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before September 17, 2014, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
8. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
9. **System for Award Management (SAM) Registration And Universal Identifier.**
 - A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the

SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

B. Requirement for Data Universal Numbering System (DUNS) Numbers

1. The Sponsor must notify potential subrecipient that it cannot receive a contract unless it has provided its DUNS number to the Sponsor. A subrecipient means a consultant, contractor, or other entity that enters into an agreement with the Sponsor to provide services or other work to further this project, and is accountable to the Sponsor for the use of the Federal funds provided by the agreement, which may be provided through any legal agreement, including a contract.
2. The Sponsor may not make an award to a subrecipient unless the subrecipient has provided its DUNS number to the Sponsor.
3. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-492-0280) or the Internet (currently at <http://fedgov.dnb.com/webform>).

10. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

11. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter to the Sponsor unilaterally reducing the maximum obligation. The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. If the FAA determines that a change in the grant description is advantageous and in the best interests of the United States, the FAA can issue a letter to the Sponsor amending the grant description.

By issuing an Informal Letter Amendment, the FAA has changed the grant amount or grant description to the amount or description in the letter.

12. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this grant.

13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

15. **Maximum Obligation Increase for Nonprimary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:

- A. may not be increased for a planning project;
- B. may be increased by not more than 15 percent for development projects;
- C. may be increased by not more than 15 percent or by an amount not to exceed 25 percent of the total increase in allowable costs attributable to the acquisition of land or interests in land, whichever is

greater, based on current credible appraisals or a court award in a condemnation proceeding.

16. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit in accordance with 2 CFR Part 200. The Sponsor must submit the Single Audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. The Sponsor must also provide one copy of the completed 2 CFR Part 200 audit to the Airports District Office.
17. **Suspension or Debarment.** The Sponsor must inform the FAA when the Sponsor suspends or debar a contractor, person, or entity.
18. **Ban on Texting When Driving.**
 - A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
 - B. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts
19. **Trafficking in Persons.**
 - A. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
 1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
 2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
 3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
 - B. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA to unilaterally terminate this agreement, without penalty, if a private entity –
 1. Is determined to have violated the Prohibitions; or
 2. Has an employee who the FAA determines has violated the Prohibitions through conduct that is either—
 - a. Associated with performance under this agreement; or
 - b. Imputed to the Sponsor or subrecipient using 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 49 CFR Part 29.
20. **Exhibit A Incorporated by Reference.** The Exhibit "A" updated June 18, 2003, filed with AIP Project 3-08-0090-04, is incorporated herein by reference.

SPECIAL CONDITIONS

21. **Current FAA Advisory Circulars for AIP Projects:** The sponsor will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the Current FAA Advisory Circulars Required For Use In AIP Funded and PFC Approved Projects, dated March 20, 2014, and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.
22. **Assurances:** The Sponsor agrees to comply with the Assurances attached to this offer, which replaces the assurances that accompanied the Application for Federal Assistance.
23. **Final Project Documentation:** The Sponsor understands and agrees that in accordance with 49 USC 47111, and the Airport District Office's concurrence, that no payments totaling more than 97.5 percent of United States Government's share of the project's estimated allowable cost may be made before the project is determined to be satisfactorily completed. Satisfactorily complete means the following: (1) The project results in a complete, usable unit of work as defined in the grant agreement; and (2) The sponsor submits necessary documents showing that the project is substantially complete per the contract requirements, or has a plan (that FAA agrees with) that addresses all elements contained on the punch list.

#

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

(Signature)
John P. Bauer

(Typed Name)
Manager, Denver Airports District Office

(Title)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this _____ day of September, 2014.

TOWN OF ERIE, COLORADO

(Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)
By: _____
(Printed Name of Sponsor's Designated Official Representative)
Title: _____
(Title of Sponsor's Designated Official Representative)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ this _____ day of September, 2014.

By _____
(Signature of Sponsor's Attorney)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

TOWN OF ERIE
BOARD OF TRUSTEES AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: **ORDINANCES**
Ordinance 31-2014; An Ordinance Authorizing the Town of Erie, Colorado to Sell Tract D, Orchard Glen Filing No. 2 at Meadow Sweet Farm to the Orchard Glen Homeowners Association, Inc. as Authorized by the Voters of the Town of Erie; and Setting Forth Details in Relation Thereto

DEPARTMENT: Administration

PRESENTER: A.J. Krieger, Town Administrator

FISCAL INFORMATION: Cost as Recommended: 0
Balance Available:
Budget Line Item Number:
New Appropriation Required: Yes No

STAFF RECOMMENDATION: Staff recommends approval Ordinance 31-2014

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

On November 3, 2009 the voters of Erie passed ballot question 2D which authorized the sale of Orchard Glen Filing No. 2 Tract D to the Orchard Glen Homeowners Association.

Orchard Glen HOA has agreed to the terms of the sale, Ordinance 31-2014 approve the issuance of a quitclaim deed to transfer the property to the Homeowners Association.

Staff Review:

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

Approved by:



A.J. Krieger
Town Administrator

ATTACHMENTS: Ordinance 31-2014
Quit Claim Deed
Ballot Question 2B
Letter from HOA
Site Map

ORDINANCE NO. 31-2014
Series of 2014

**AN ORDINANCE AUTHORIZING THE TOWN OF ERIE, COLORADO,
TO SELL TRACT D, ORCHARD GLEN FILING NO. 2 AT MEADOW
SWEET FARM TO THE ORCHARD GLEN HOMEOWNERS
ASSOCIATION, INC. AS AUTHORIZED BY THE VOTERS OF THE
TOWN OF ERIE; AND, SETTING FORTH DETAILS IN RELATION
THERETO**

WHEREAS, the Town owns Tract D, Orchard Glen Filing No. 2 At Meadow Sweet Farm, which parcel is excess property and no longer needed for any governmental purpose by the Town of Erie (the "Property"); and,

WHEREAS, the Town of Erie, Colorado desires to sell the Property to the Orchard Glen Homeowners Association, Inc. on the terms as contained in the ballot presented to and approved by the voters of the Town of Erie, Colorado at an election held on November 3, 2009; and,

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to sell the Property to the Orchard Glen Homeowners Association, Inc.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF ERIE, COLORADO, AS FOLLOWS:

Section 1. That the Town is hereby authorized to sell the Property to the Orchard Glen Homeowners Association, Inc. on the terms as contained in the ballot presented to and approved by the voters of the Town of Erie, Colorado at an election held on November 3, 2009.

Section 2. That the appropriate Town officers are hereby authorized and directed to sign and bind the Town of Erie to the quitclaim deed and all necessary sales and transfer documents, a copy of which quitclaim deed is marked as Exhibit "A," and attached hereto and incorporated herein by this reference.

Section 3. Severance Clause. If an 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.

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

**INTRODUCED, PASSED, ADOPTED AND ORDERED PUBLISHED IN FULL
BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE THIS ____ DAY OF
_____, 2014.**

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

TOWN OF ERIE, a Colorado municipal
corporation

By: _____
Tina Harris, Mayor

ATTEST:

By: _____
Nancy Parker, Town Clerk

QUITCLAIM DEED

THIS QUITCLAIM DEED, Made this _____ day of _____, 2014, between the TOWN OF ERIE, COLORADO, a Colorado municipal corporation of the Counties of Weld and Boulder, and State of Colorado, Grantor, and ORCHARD GLEN HOMEOWNERS ASSOCIATION, INC., a Colorado nonprofit corporation, whose legal address is 1499 W 121st Ave 100, Westminster, CO 80234 of the County of Weld, and State of Colorado, Grantee,

WITNESSETH, that the Grantor, for and in consideration of the sum of ONE DOLLAR (\$1.00), the receipt and sufficiency of which is hereby acknowledged, has remised, released, sold and Quitclaimed, and by these presents does remise, release, sell and Quitclaim, unto the Grantee, its successors and assigns forever, all the right, title, interest, claim and demand which the Grantor has in and to the real property, together with improvements, if any, situate, lying and being in the County of Boulder, and State of Colorado, described as follows (hereinafter referred to as the "Property"):

Tract D, Orchard Glen Filing No. 2 At Meadow Sweet Farm, a part of the south half of Section 23, Township 1 North, Range 69 West of the 6th Principle Meridian, Town of Erie, County Of Boulder, State of Colorado,

Excepting therefrom, reserving and subject to: easements, restrictions, responsibilities, rights of reverter, and rights-of-way as set forth Exhibit A, attached hereto and incorporated herein by this reference,

also known by street and number as: unimproved land
assessor's schedule or parcel number: 146523409034

TO HAVE AND TO HOLD the same, together with all and singular the appurtenances and privileges thereunto belonging, or in anywise thereunto appertaining, and all the estate, right, title, interest, and claim whatsoever of the Grantor, either in law or equity, to the only proper use, benefit and behoof of the Grantee its heirs and assigns forever.

IN WITNESS WHEREOF, the Grantor and the Grantee have executed this deed on the date set forth above.

GRANTOR:
TOWN OF ERIE, COLORADO,
a Colorado municipal corporation

By: _____
Tina Harris, Mayor

The foregoing instrument was acknowledged before me this ___ day _____, 2014,
by Chris Kelly, President, and _____, Secretary, of the Orchard Glen
Homeowners Association, Inc.

My commission expires:
WITNESS my hand and official seal.

Notary Public

8/19/14

EXHIBIT A

PERPETUAL MAINTENANCE RESPONSIBILITIES OF GRANTEE

Grantee shall have perpetual maintenance responsibilities within the Orchard Glen Filing No. 2 At Meadow Sweet Farm Subdivision as per direction of the Grantor.

DEED RESTRICTION AND RIGHT OF REVERTER

The Property, as described herein, is restricted to use solely for use as a Town of Erie Pocket Park/Tot Lot, in perpetuity, in accordance with the Town of Erie, Colorado rules, regulations, requirements and Erie Municipal Code and is prohibited from use for any other purpose. Use of the Property for any purpose other than as a Town of Erie Pocket Park/TotLot shall cause the ownership of the Property to revert to the Grantor. The Grantor reserves the right to enter and terminate the estate hereby conveyed if this deed restriction is breached.

RESERVATION TO GRANTOR OF EASEMENT AND RIGHT-OF-WAY

The Grantor excepts and reserves to itself, its agents and assigns an easement and right-of-way on, over, across, under and through the entirety of the Property, as described herein, to service, access, maintain, protect, locate, place, repair, and replace all existing and future services and utilities, including but not limited to, water, sewer, electric, gas, telephone, telephone cable, cable television line, fiber optic cable, and telecommunications lines. Grantor further reserves to itself, its agents and assigns all utility, road and right-of-way easements currently existing on the Property.

QUESTION 2B.

SHALL THE TOWN OF ERIE BE AUTHORIZED TO SELL THE FOLLOWING REAL PROPERTY USED FOR NEIGHBORHOOD POCKET PARKS AND TENNIS COURTS:

Arapahoe Ridge, Filing 4, Tract E (Pocket Park/Tot Lot)	Arapahoe Ridge Homeowners Association Inc
Arapahoe Ridge, Tennis Courts (Tennis Court)	Arapahoe Ridge Homeowners Association Inc
Canyon Creek, Filing 1, Tract D (Pocket Park/Tot Lot)	Country Fields Homeowners Association Inc
Canyon Creek, Filing 2, Tract D (Pocket Park/Tot Lot)	Canyon Creek South Homeowners Association Inc
Canyon Creek, Filing 2, Tract C (Pocket Park/Tot Lot)	Canyon Creek South Homeowners Association Inc
Canyon Creek, Filing 3, Tract C (Pocket Park/Tot Lot)	Canyon Creek South Homeowners Association Inc
Canyon Creek, Filing 4, Tract C (Pocket Park/Tot Lot)	Canyon Creek South II Homeowners Association Inc
Canyon Creek, Filing 5, Tract F (Pocket Park/Tot Lot)	Canyon Creek South II Homeowners Association Inc
Canyon Creek, Filing 6, Tract C (Pocket Park/Tot Lot)	Canyon Creek South II Homeowners Association Inc
Canyon Creek, Filing 9, Tract C (Pocket Park/Tot Lot)	Cottonwood Vista Homeowners Association
Creekside, Filing 1, Tracts G & K (Pocket Park/Tot Lot)	Creekside Homeowners Association Inc
Erie Village, Filing 1, Outlots A and K (Pocket Park/Tot Lot)	Erie Village Homeowners Association Inc.
Erie Village, Filing 2, Outlot I (Pocket Park/Tot Lot)	Erie Village Homeowners Association Inc.
Erie Village, Filing 3, Outlot M (Pocket Park/Tot Lot)	Erie Village Homeowners Association Inc.
Grandview Subdivision, Tracts J, L, P, R (Pocket Park/Tot Lot)	Grandview Homeowners Association Inc
Northridge, Filing 3, Tract C (Pocket Park/Tot Lot)	Northridge Homeowners Association Inc

Orchard Glen, Filing 2, Tract D
(Pocket Park/Tot Lot)

Orchard Glen Homeowners Association Inc

Vista Pointe, Tracts J and H
(Pocket Park/Tot Lot)

Vista Pointe Homeowners Association Inc

Vista Ridge, Filing 1C, Tract B
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1F, Tract A
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1H, Tract B
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1J, Tract E
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1N, Tract A
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1O, Tract B
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 1T, Tract E
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 3, Tract A
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

Vista Ridge, Filing 5, Tract B
(Pocket Park/Tot Lot)

Vista Ridge Homeowners Association Inc

on the following terms and consideration: 1) Such sale only to the designated homeowners association listed; 2) \$1 cash payment; 3) real property to be used only as a public pocket park or tennis courts, as applicable, per the current use; 4) real property to revert back to Town ownership in the event of use for other than a public pocket park or tennis courts; 5) perpetual maintenance responsibilities within the designated subdivision as per the direction of the Town; 6) Town to retain a public access easement on the real property; and, 7) Town to retain utility, road and right-of-way easements?

YES _____ NO _____

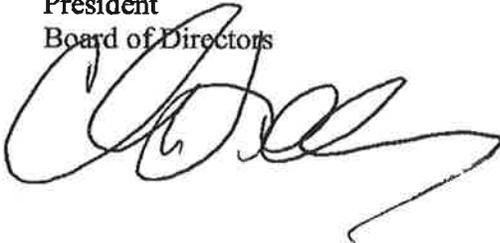
ORCHARD GLEN HOMEOWNERS ASSOCIATION
1499 W. 121st Ave., #100
Westminster, Co 80234

August 19, 2014

To: The Town of Erie

The Board of Directors requests that the property listed in Filing 2, Tract D, be transferred to the Orchard Glen Homeowners Association.

Chris Kelly
President
Board of Directors

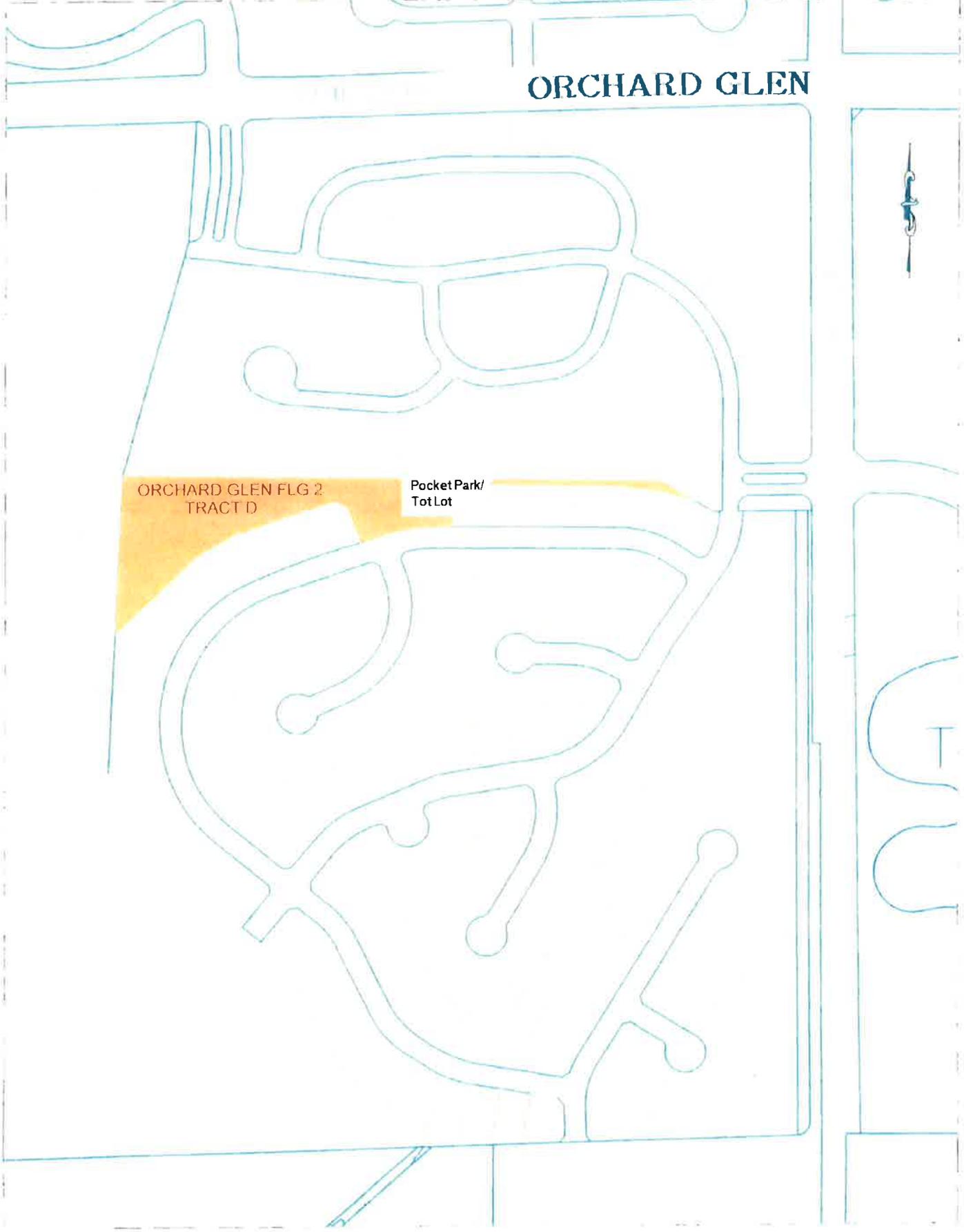
A handwritten signature in black ink, appearing to read "Chris Kelly", is written over the typed name and title. The signature is fluid and cursive, with a long horizontal stroke at the end.

ORCHARD GLEN

ORCHARD GLEN FLG 2
TRACT D

Pocket Park/
Tot Lot

U
G
S



ORDINANCE NO. 32 - 2014

Series of 2014

AN ORDINANCE OF THE TOWN OF ERIE, COLORADO, AMENDING TITLE 3, "BOARDS AND COMMISSIONS," CHAPTER 3, "HISTORIC PRESERVATION ADVISORY BOARD," SECTION 5, "MEETINGS; ORGANIZATION AND RULES," OF THE ERIE MUNICIPAL CODE IN ORDER TO CHANGE THE REGULAR START TIME OF HISTORIC PRESERVATION ADVISORY BOARD MEETINGS; SETTING FORTH DETAILS IN RELATION THERETO: AND, DECLARING AN EMERGENCY THEREFORE.

WHEREAS, Title 3, "Boards and Commissions," Chapter 3, "Historic Preservation Advisory Board," Section 5, "Meetings; Organization and Rules," subpart A.1, "Regular Meetings," requires the Historic Preservation Advisory Board meetings to begin at 7:00 p.m.; and,

WHEREAS, The Historic Preservation Advisory Board would like to have the flexibility to start the meetings at a time convenient to the Historic Preservation Advisory Board members; and,

WHEREAS, due to schedules of the Historic Preservation Advisory Board members and length of the meetings there is an immediate need to change the starting time of the Historic Preservation Advisory Board meetings; and,

WHEREAS, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to amend the Erie Municipal Code to allow the Historic Preservation Advisory Board to start the meetings at a time convenient to the Historic Preservation Advisory Board members, and that such an amendment is necessary to the immediate preservation of the public property, health, safety, and welfare of the Town and for the financial well being of the Town.

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

Section 1. That Title 3, "Boards and Commissions," Chapter 3, "Historic Preservation Advisory Board," Section 5, "Meetings; Organization and Rules," subpart A.1, "Regular Meetings," of the Erie Municipal Code is hereby amended to delete the words "seven o'clock (7:00) P.M." and to replace those words with the following new words: "a time to be determined by the Historic Preservation Advisory Board," so that subpart A.1. shall read as follows:

A. Meetings:

1. Regular Meetings: The Historic Preservation Advisory Board shall hold regularly scheduled monthly meetings on the fourth Monday of each month at a time to be determined by the Historic Preservation Advisory Board in the town hall, unless alternative dates, times, or places are approved by the

advisory board. The advisory board shall hold a minimum of six (6) meetings per year. The advisory board shall determine the yearly schedule of meetings and provide such schedule to the town clerk for publication.

Section 2. 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 3. 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. Reason for Emergency. The length of the Historic Preservation Advisory Board meetings and the schedules of the Historic Preservation Advisory Board members is such that the 7:00 starting time is a burden on the holding of the Historic Preservation Advisory Board meetings and there is an immediate need to change the starting time of the Board of Trustees meetings.

Section 6. Emergency Declared. For the reasons stated herein, the Board of Trustees for the Town of Erie, Colorado hereby declares an emergency to exist concerning the subject matter of this Ordinance and its immediate effect is necessary in order to preserve and protect the public property, health, safety, and welfare of the Town and for the financial well being of the Town.

Section 7. The within emergency ordinance shall take effect upon final adoption.

INTRODUCED, PASSED, ADOPTED AND APPROVED AS AN EMERGENCY ORDINANCE, AND ORDERED PUBLISHED IN FULL BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE THIS 9TH DAY OF SEPTEMBER, 2014.

PUBLISHED IN FULL on the ____ day of _____, 2014.

TOWN OF ERIE, COLORADO, a Colorado municipal corporation

By: _____
Tina Harris, Mayor

ATTEST:

By: _____
Nancy J. Parker, CMC, Town Clerk

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: **STAFF REPORT**

 Community Development Monthly Reports

DEPARTMENT: Community Development

PRESENTER: R. Martin Ostholthoff, Director

FISCAL	Cost as Recommended:	n/a								
INFORMATION:	Balance Available:	n/a								
	Budget Line Item Number:	000	.	00	.	000	.	000000	.	000000
	New Appropriation Required:	<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No						

STAFF
RECOMMENDATION: n/a

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Building Permit Monthly Report

The attached Building Permit Report indicates the number of new residential building permits issued to date (through August 2014) versus the building permit projections utilized in determining the 2014 budget. The Town issued 27 new residential building permits in August.

For 2014 the Town has issued 213 building permits or 71 percent of the yearly projected total of 300 building permits.

The Building Permit Reports for 2013 and 2012 are attached hereto for comparison.

Historic Erie Neighborhood Building Permit Fee Waiver

The effective date of the Historic Erie Neighborhood waiver was October 6, 2012.

A total of 8 permits valued at \$360.15 in fees were waived for the month of August 2014. The cumulative value of fees waived since the inception of the program is \$19,137.37. A breakdown of the fees waived is attached hereto.

Staff Review:

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

Approved by:



A.J. Krieger
Town Administrator

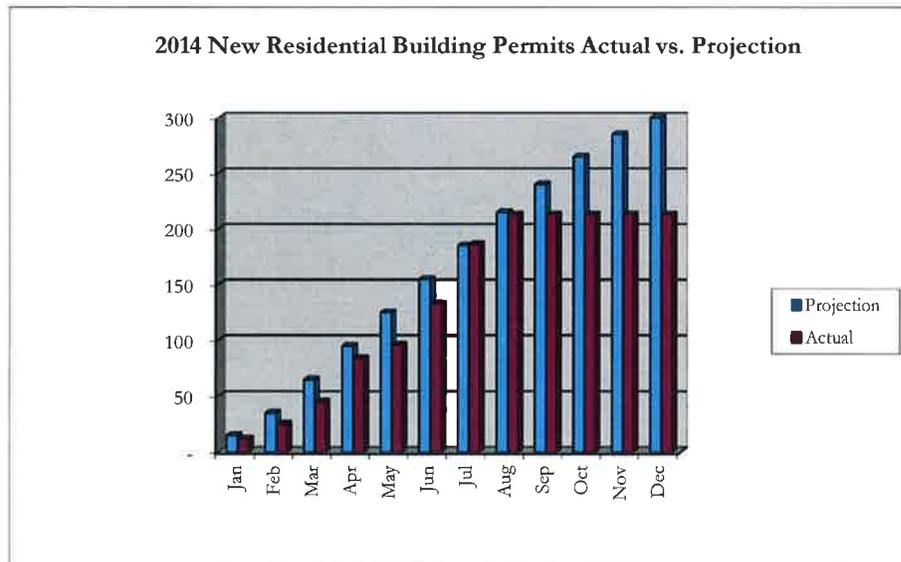
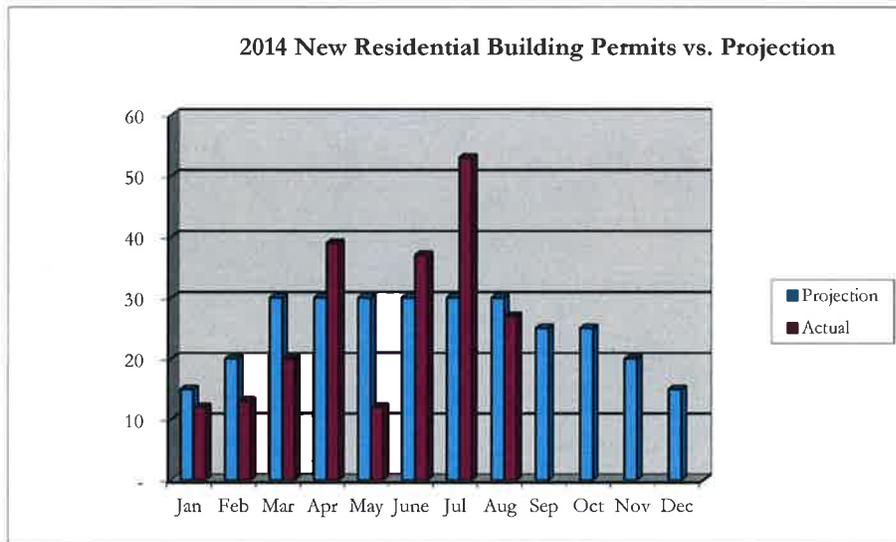
ATTACHMENTS:

- A. 2014/2013/2012 Building Permits to Projection Comparison
- B. Historic Erie Neighborhood Fees Waived

ATTACHMENT A

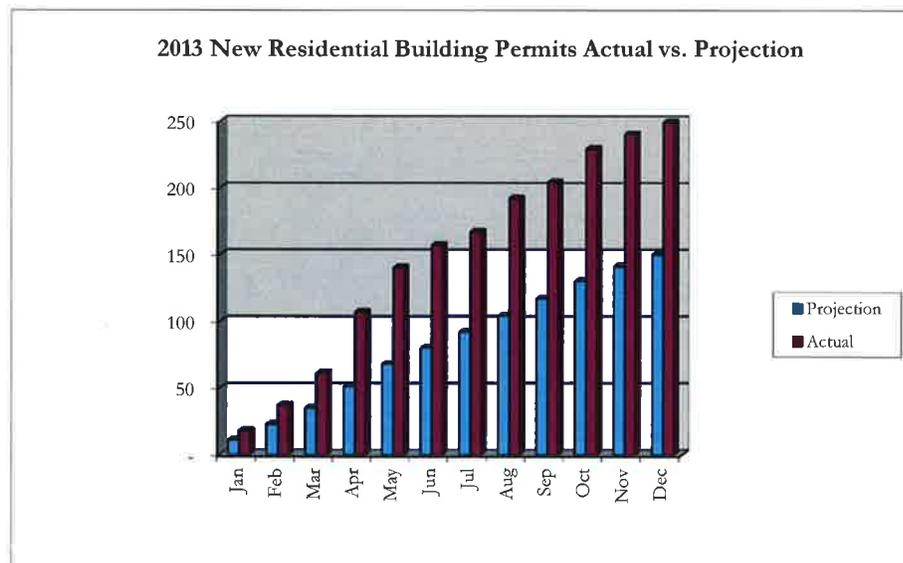
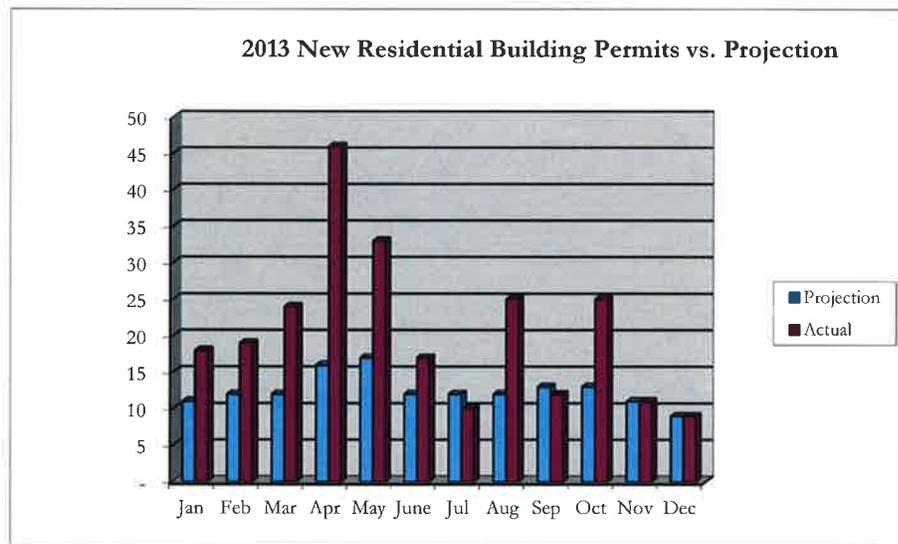
2014 Building Permits to Projection Comparison

2014	Month by Month		Seasonal Projection	Accumulation		
	Projection	Actual		Projection	Actual	
Jan	15	12	8%	Jan	15	12
Feb	20	13	7%	Feb	35	25
Mar	30	20	11%	Mar	65	45
Apr	30	39	12%	Apr	95	84
May	30	12	10%	May	125	96
June	30	37	11%	Jun	155	133
Jul	30	53	10%	Jul	185	186
Aug	30	27	8%	Aug	215	213
Sep	25		7%	Sep	240	213
Oct	25		6%	Oct	265	213
Nov	20		7%	Nov	285	213
Dec	15		5%	Dec	300	213
Total	300					



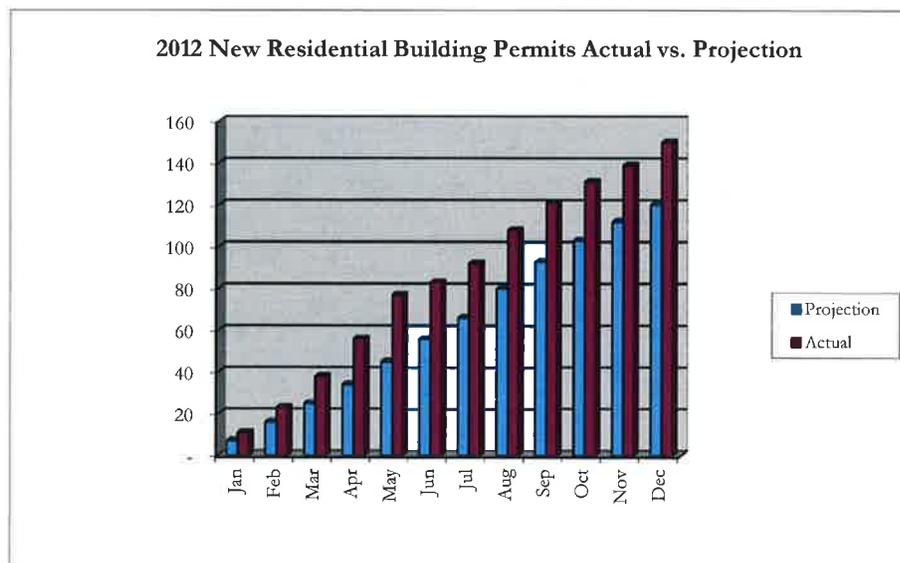
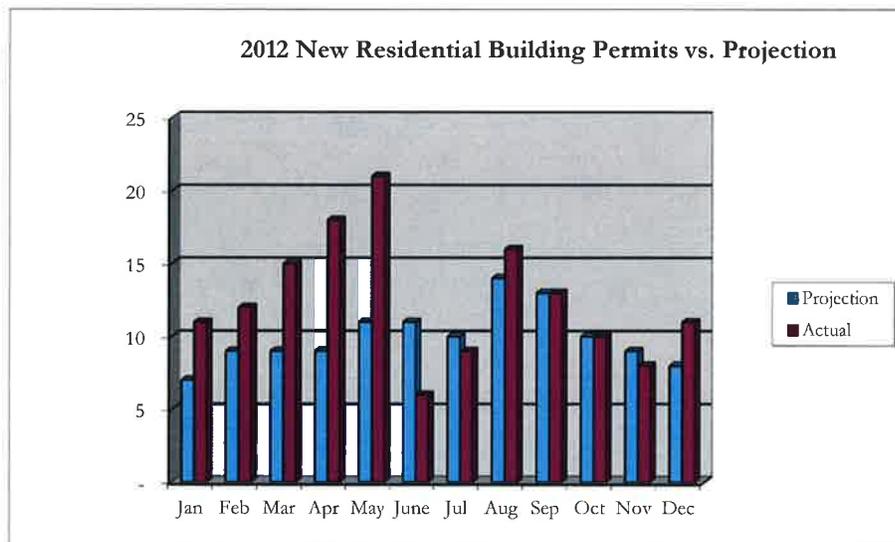
2013 Building Permits to Projection Comparison

2013	Month by Month			Seasonal Projection	Accumulation		
	Projection	Actual			Projection	Actual	
Jan	11	18		8%	Jan	11	18
Feb	12	19		7%	Feb	23	37
Mar	12	24		11%	Mar	35	61
Apr	16	46		12%	Apr	51	107
May	17	33		10%	May	68	140
June	12	17		11%	Jun	80	157
Jul	12	10		10%	Jul	92	167
Aug	12	25		8%	Aug	104	192
Sep	13	12		7%	Sep	117	204
Oct	13	25		6%	Oct	130	229
Nov	11	11		7%	Nov	141	240
Dec	9	9		5%	Dec	150	249
Total	150						



2012 Building Permits to Projection Comparison

2012	Month by Month		Seasonal Projection	Accumulation		
	Projection	Actual		Projection	Actual	
Jan	7	11	8%	Jan	7	11
Feb	9	12	7%	Feb	16	23
Mar	9	15	11%	Mar	25	38
Apr	9	18	12%	Apr	34	56
May	11	21	10%	May	45	77
June	11	6	11%	Jun	56	83
Jul	10	9	10%	Jul	66	92
Aug	14	16	8%	Aug	80	108
Sep	13	13	7%	Sep	93	121
Oct	10	10	6%	Oct	103	131
Nov	9	8	7%	Nov	112	139
Dec	8	11	5%	Dec	120	150
Total	120					



ATTACHMENT B

Historic Erie Neighborhood Fees Waived - Ordinance 25-2012

AUGUST 2014

Permit No.	Permit Type	Contractor Name	Home Owner	Property Address	Building Fee	Electrical Fee	Mechanical Fee	Plumbing Fee	Misc. Fee	Total Fees Waived	Use Tax Collected
BP-14-1141	Fence	Omar Martinez	Jeffery Wilkes	605 Briggs St	\$ 47.00					\$ 47.00	\$ 28.00
BP-14-1157	A/C Install	IMS Heating & Air	Janine Dyche	145 Kattell St.			\$ 51.00			\$ 51.00	\$ 35.00
BP-14-1185	Wood Sto	All Season Fireplaces	Todd Poyezdala	405 Main St	\$ 63.15					\$ 63.15	\$ 45.50
BP-14-1206	Electric	Home Owner	David Holton	125 Holbrook St.		\$ 35.00				\$ 35.00	\$ 14.77
BP-14-1220	Re-Roof	Kenneth Swope	Jon Walter Roofing	295 Holbrook St	\$ 47.00					\$ 47.00	\$ 171.50
BP-14-1222	Fence	Nathan Edlund	Nathan Edlund	415 Pierce St	\$ 47.00					\$ 47.00	\$ 87.50
BP-14-1239	New Elect	Home Owner	Rob Stephens	535 Chessman St.		\$ 35.00				\$ 35.00	\$ 19.25
BP-14-1244	Electric	Jay Stevens	Jay Stevens	560 Katell St		\$ 35.00				\$ 35.00	\$ 8.75
\$ 360.15											\$ 410.27

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: **STAFF REPORTS**
Erie Police Station and Municipal Building Ground Breaking Ceremony

DEPARTMENT: Public Works

PRESENTER: **Gary Behlen, Director of Public Works**
Marc Vasquez, Chief of Police

FISCAL INFORMATION: Cost as Recommended: \$ 0
Balance Available: \$ 0
Budget Line Item Number: 000 . 00 . 000 . 000000 . 000000
New Appropriation Required: Yes No

STAFF RECOMMENDATION: N/A

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Town of Erie will be hosting a groundbreaking ceremony for the Erie Police Station and Municipal Building project on Friday, September 12, 2014 at 4:00 pm.

WHAT: Erie Police Station and Municipal Building Ground Breaking Ceremony

WHEN: Friday, September 12, 2014 at 4:00 pm

WHERE: County Line Road and Telleen Avenue.

DIRECTIONS: The project site is located at the southwest corner of County Line Road and Telleen Avenue.

INFORMATION: For more information on the Groundbreaking Ceremony, please contact Raelynn Ferrera at 303-926-2880 or rferrera@erieco.gov.

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. None

TOWN OF ERIE
BOARD OF TRUSTEE AGENDA ITEM
Board Meeting Date: September 9, 2014

SUBJECT: STAFF REPORT
9th Annual Fall Clean Up

DEPARTMENT: Public Works

PRESENTER: Gary Behlen, Director of Public Works

FISCAL INFORMATION: Cost as Recommended: \$
Balance Available: \$
Budget Line Item Number: 000 . 00 . 000 . 000000 . 000000
New Appropriation Required: Yes No

STAFF RECOMMENDATION: N/A

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

Town of Erie to Host 9th Annual Fall Clean-Up
SATURDAY, SEPTEMBER 13, 2014
7:00 am-2:00 pm

ERIE, CO – The Town of Erie Department of Public Works is partnering with Front Range Landfill, Goodwill Industries of Denver and Shred-It to assist residents in disposing of unwanted household items, building materials, yard waste, and documents during the 9th Annual Town of Erie Fall Clean-Up set for Saturday, September 13, 2014.

Great Ways to Get Rid of Unwanted Household Items and Documents

Drop Off Unwanted Items and Yard Waste at Front Range Landfill: The Front Range Landfill, located at **1830 Weld County Road 5** in Erie, will accept large household items and yard waste (including all tree branches). Hours of operation will be from **7:00 am to 2:00 pm**. Residents may dispose of any large household items as well as tree limbs or other yard waste **FREE OF CHARGE**. Residents must show either a Town of Erie water bill or driver’s license with an Erie address as proof of residency. Please note the following:

- All loads must be covered
- All load’s must be level with bed of the Truck and/or Trailer
- Construction materials such as roofing shingles, concrete, and framing materials could be subject to charges
- Items that will not be accepted include hazardous materials such as refrigerators, car batteries, tires, and paint.

Donate Used Home Supplies Goodwill: Goodwill will have a collection center set up at the Leon A. Wurl Service Center (Service Center) located at **150 Bonnell Avenue** from **8:00 am to 2:00 pm**. All donations must be clean and in working order. General guidelines for donations are:

Goodwill accepts:

- | | | |
|-----------------------------|----------------------|------------------|
| Gently used or new clothing | Home electronics | Small appliances |
| Books | Shoes | Sports equipment |
| Toys | Housewares | Linens |
| Jewelry | Computer electronics | |

Goodwill does not accept:

Large appliances
Windows or doors
Car batteries
Pressurized containers
Skis

Mattresses
Water heaters
Paint & chemicals
Tires
Propane tanks

Large rolls of carpet
Construction material
Box springs
Swing or slide sets
TV's

Metal-Type Non-Working Items

The Town of Erie's Public Works Department will also have a disposal of metal-type non-working items at the Service Center, located at **150 Bonnell Avenue**, from **8:00 am to 2:00 pm**. Items accepted include:

- Wire
- Metal framed windows (without glass)
- Metal items including copper and brass
- Any appliances – including: refrigerators with Freon (**\$10 charge**), dishwashers, stoves, washers/dryers, hot water heaters, BBQs (not propane tanks), etc.

Document Shredding: The Town of Erie's Public Works Department is collaborating with Shred It to provide free document shredding service of outdated files or confidential paperwork at the Service Center, located at **150 Bonnell Avenue**, from **9:00 am to 12:00 pm**.

Hazardous Waste: For Weld County residents, you can dispose of your hazardous waste at the Hazardous Waste Facility located at 5500 Highway 52, Dacono. This includes cleaners, paints, batteries, aerosols, motor oil, oil filters, gasoline, antifreeze, pesticides, and more.

For Boulder County residents, you can dispose of your hazardous waste at the Boulder County Hazardous Materials Management Facility located at 1901c 63rd Street in Boulder. For more information and hours of operations, visit <http://www.erieco.gov/980/Household-Hazardous-Waste>. Note, this service is not restricted to the Fall Clean Up event times.

Did you know that Erie has its own Recycling Center located at 1000 Briggs Street? This unmanned center is open to the public 24 hours a day, 7 days a week. For more information, visit <http://www.erieco.gov/282/Erie-Recycling-Center>.

For more information on any of the Town of Erie Fall Clean-Up events, please contact Kris McDaniel at 303-926-2872 or krismc@erieco.gov.

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. None