



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, April 25, 2023

6:30 PM

Board Room

Regular Meeting

Watch Meeting Live/Comment Virtually: <https://bit.ly/BOT4thTuesday2023>

I. Call Meeting to Order and Pledge of Allegiance

Mayor Brooks called the meeting to order at 6:30 p.m.

II. Roll Call

Present: 7 - Mayor Brooks
Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

III. Approval of the Agenda

Trustee Baer made a motion to approve the agenda. Mayor Pro Tem Loflin seconded the motion. The motion passed by the following vote at 6:31 p.m.

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

IV. Consent Agenda

[23-233](#) Approval of the April 11, 2023, Board of Trustees Regular Meeting Minutes

Attachments: [04-11-2023 BOT Minutes](#)

[23-070](#) Proclamation on National Administrative Professionals' Day April 26, 2023

Attachments: [2023 Admin Professional Day Proclamation.docx](#)

[23-072](#) Proclamation on Mental Health Awareness Month May 2023

Attachments: [2023 Mental Health Month Proclamation.docx](#)

[23-120](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Use of a Portion of Erie's Undergrounding Funds for Undergrounding Xcel Energy's Overhead Power Lines along County Line Road from Telleen Avenue to Evans Street

Attachments: [Resolution 23-053](#)
[1% Cover Letter](#)
[1% Scope Document](#)
[Franchise Agreement](#)

[23-179](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Services Agreement with AloTerra Restoration Services

Attachments: [Resolution 23-037](#)
[Parkdale Off-Site Sanitary Sewer Restoration Agreement - AloTerra Restoration Services](#)

[23-190](#) Older Americans Month Proclamation

Attachments: [Older Americans Month Proclamation](#)

[23-196](#) A Resolution of the Board of Trustees of the Town of Erie Accepting a Warranty Deed from Saint Vrain School District, for Real Property along Weld County Road 5

Attachments: [Resolution 23-040](#)
[Warranty Deed](#)

[23-215](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with Kennedy Jenks, for the Design of Filly Lake Well System Pipeline Improvements

Attachments: [Resolution 23-052](#)
[Professional Services Agreement](#)
[Agreement to Proceed](#)
[Vicinity Map](#)

[23-218](#) A Resolution of the Board of Trustees of the Town of Erie Accepting a Warranty Deed from Erie Land Company LLC for Public Right-of-Way Along Weld County Road 5

Attachments: [Resolution 23-047](#)
[Warranty Deed](#)

[23-222](#) Proclamation Recognizing April 30 - May 6, 2023 as the 54th Annual

Professional Municipal Clerks Week

Attachments: [Municipal Clerks Week Proclamation](#)

[23-226](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Amended and Restated Development Agreement for Parkdale Filing No. 1 Subdivision

Attachments: [Resolution No. 23-049](#)
[Amended and Restated DA for Parkdale Filing No. 1 Subdivision](#)

[23-227](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Amended and Restated Development Agreement for Parkdale Filing No. 2 Subdivision

Attachments: [Resolution No. 23-050](#)
[Amended and Restated DA for Parkdale Filing No. 2 Subdivision](#)

Mayor Pro Tem Loflin made a motion to approve the Consent Agenda. Trustee Harrison seconded the motion. The motion passed by the following vote at 6:32 p.m.

Ayes 7 - Mayor Brooks
Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

V. Public Comment On Non-Agenda and Consent Items only.

Mayor Brooks read the Public Comment Rules and opened Public Comment at 6:34 p.m.

The following spoke:

1. Bob Brades spoke about Affordable Housing
2. Shavonne Blades spoke about Affordable Housing
3. Claire Scott thanked the BOT for their continued efforts regarding DEI and Affordable Housing

With no additional speakers, Mayor Brooks closed Public Comment at 6:44 p.m.

VI. General Business

[23-056](#)

Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month Proclamation

Attachments: [AAPHMProclamation2023](#)

Sara Loflin, Mayor Pro Tem, read the proclamation at 6:44 p.m.

[23-234](#)

Presentation of the Home Rule Charter Commission and Submission of a Proposed Charter per C.R.S. 31-2-206

Attachments: [Presentation](#)

[Home Rule Charter Res. 23-01](#)

[Proposed Home Rule Charter - signed](#)

Ashraf Shaikh, Chair, and Brian O'Connor, Vice Chair presented the item at 6:47 p.m.

Mayor Brooks opened the item for Public Comment at 7:17 p.m. The following spoke:

1. Dori Erikson

With no other speakers, Mayor Brooks closed Public Comment at 7:27 p.m.

[23-237](#)

Erie Chamber of Commerce - 2023 Action Plan Presentation

Attachments: [2023 Erie Chamber Presentation](#)

[2023 Erie Chamber Strategic Report](#)

Julian Jacquin, Economic Development Director, and Pat Vero, Executive Director of Erie Chamber of Commerce, presented the item at 7:43 p.m.

[23-236](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Amendment of Lease Agreement with the Erie Chamber of Commerce for 235 Wells Street

Attachments: [Resolution 23-054](#)

[Amendment of Lease Agreement](#)

[2017-2022 Lease Agreements](#)

[2023 Erie Chamber Strategic Report](#)

Julian Jacquin, Economic Development Director, and Pat Vero, Executive Director of Erie Chamber of Commerce, presented the item at 8:06 p.m.

Trustee Sawusch made a motion to approve Resolution 23-054. Trustee Harrison seconded the motion. The motion passed by the following vote at 8:25 p.m.

Ayes 6 - Mayor Brooks
Mayor Pro Tem Loflin
Trustee Baer
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Trustee Bell

[23-199](#)

Presentation from Colorado Communities for Climate Action (CC4CA)

Attachments: [CC4CA Highlights 2022-11](#)
[CC4CA Description 2023-01](#)
[CC4CA Policy Statement - Adopted](#)
[CC4CA - Erie Board of Trustees 2023-04-25](#)

Eryka Thorley, Sustainability Manager and Jacob Smith, Executive Director of Colorado Communities for Climate Action (CC4CA), presented the item at 8:27 p.m.

[23-243](#)

An Update on Senate Bill 23-213

Attachments: [2023a 213 01](#)

Sarah Nurmela, Planning & Development Director, presented the item at 8:52 p.m.

[23-246](#)

An Ordinance of the Board of Trustees of the Town of Erie Amending Section 3-1-3 of the Erie Municipal Code Related to the Responsibility for Creating and Adopting the Town's Comprehensive Plan

Attachments: [Comp Plan-O042023](#)

Malcolm Fleming, Town Administrator, and Kendra Carberry, Town Attorney, presented the item at 9:26 p.m.

Mayor Brooks read the Public Comment rules and opened Public Comment at 9:31 p.m.

With no speakers in person or online, Mayor Brooks closed Public Comment at 9:32 p.m.

Mayor Pro Tem Loflin made a motion to approve Ordinance 004-2023. Trustee Hoback seconded the motion. The motion passed by the following vote at 10:28 p.m.

Ayes 5 - Mayor Brooks
Mayor Pro Tem Loflin
Trustee Baer
Trustee Harrison
Trustee Hoback

Nayes 2 - Trustee Bell
Trustee Sawusch

VII. Staff Reports

[23-200](#)

Public Works Monthly Report

Attachments: [Public Works Monthly Report \(Staff\) FINAL April](#)

[23-232](#) Planning & Development Monthly Report

Attachments: [Planning & Development BOT Report April 2023](#)

[23-240](#) Finance Sales Tax Monthly Report

Attachments: [Finance Sales Tax Monthly Report](#)

VIII. Board Member Reports and Announcements

10:44 p.m.

Board members spoke about the Indian New Year, Older American's Lunch, Earth Day/Arbor Day on Saturday, April 29th from 10 am to 2 pm, Mountain View Fire Protection District Election on May 2nd, Moment of Silence for Harry Belafonte and XXX, Erie Farmer's Market begins on May 11th, Citizen's Police Academy, Veladrome, May 26th Opening of the New Coal Creek Park from 4-7 p.m., 60 2nd graders toured the park on April 24th, Nuggets win!

IX. Adjournment

Mayor Brooks adjourned the meeting at 10:44 p.m.

Approved _____
Mayor

Attest _____
Town Clerk