



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, October 27, 2020

6:45 PM

via Virtual Meeting

6:45 p.m. or immediately following the URA Meeting

<http://bit.ly/Oct27URA-BOTMeeting>

I. CALL MEETING TO ORDER

The meeting was called to order by Mayor Jennifer Carroll at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: Mayor Jennifer Carroll, Mayor Pro Tem Adam Haid, Trustee Christiaan Van Woudenberg, Trustee Brandon Bell, Trustee, Ari Harrison, Trustee Sarah Loflin, Trustee Bill Gippe

III. APPROVAL OF AGENDA

Mayor Pro Tem Haid moved to approve the agenda. The motion was seconded by Trustee Gippe. The motion passed 7-0 at 7:06 p.m.

IV. CONSENT AGENDA

Trustee Gippe moved to approve the Consent Agenda. The motion was seconded by Trustee Bell. The motion passed 7-0 at 7:06 p.m.

[20-536](#) Approval of the October 13, 2020 Board of Trustee Meeting Minutes

Attachments: [October 13, 2020 BOT Minutes](#)

[20-533](#) Cancellation of the November 24, 2020 and December 22, 2020 Board of Trustee Regular Board Meetings

[20-509](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement with AT&T for the Installation of a New Athletic Field Light Pole with an Antenna to Improve Cellular Service in the Downtown area

Attachments: [Resolution](#)
[Communications Site License Agreement](#)
[Memorandum of License](#)

[20-530](#) A Resolution of the Board of Trustees of the Town of Erie Approving a

Professional Services Agreement with Leonard Rice Engineers for Assistance with the Filly Lake Due Diligence Investigation

Attachments: [Resolution](#)
[Agreement](#)

[20-521](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing the Emergency Purchase of COVID Testing Stations from Thermal Safety Center and Savance, LLC with CARES Act Funds

Attachments: [Resolution](#)
[Quote from Thermal Safety Center for Jogan Thermal Checkpoints](#)
[Quote from Savance LLC for Savance EIOBoard](#)

[20-522](#) A Resolution of the Board of Trustees of the Town of Erie Adopting an Amendment to the Town's Transportation Master Plan to Establish a Median Policy

Attachments: [Resolution](#)
[Median Policy](#)
[Letter of Support](#)
[Presentation](#)

[20-523](#) A Resolution of the Board of Trustees of the Town of Erie Approving Change Order No. 1 to the Agreement with Tanko Lighting for a Streetlight Inventory Audit Services

Attachments: [Resolution](#)
[Change Order 1](#)

[20-529](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Expenditure of a Portion of the Town's CARES Act Funding for Residential Utility Bill Credits

Attachments: [Resolution](#)

[20-531](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Second Amendment to the Birdhouse Development Agreement

Attachments: [Resolution](#)
[Second Amendment](#)

V. PUBLIC COMMENT AND NON-AGENDA ITEMS

Public comment opened at 7:07 p.m. and the following spoke:

1. Emily Baer spoke about adding definitions to the amendments in Chapter 12.
2. Tony Gambia spoke about the possibility of retail and medical marijuana sales in Erie.

With no further speakers, Public comment closed at 7:14 p.m.

VI. GENERAL BUSINESS

20-537 An Ordinance of the Board of Trustees of the Town of Erie Amending Title 3 of the Erie Municipal Code by the Addition of a New Chapter 6, to Establish a Diversity, Equity and Inclusion Advisory Board

[DEI Advisory Board Ordinance 2020.10.27](#)

Trustee Van Woudenberg moved to approve the Ordinance. The motion was seconded by Trustee Gippe. The motion passed 7-0 at 7:16 p.m.

[20-538](#)

A Resolution of the Board of Trustees of the Town of Erie, Colorado, Ratifying the Appointment of Board Members to the Diversity, Equity and Inclusion Advisory Board

;[DEI Appts Resolution 2020.10.27](#)

Trustee Loflin moved to approve the Resolution. The motion was seconded by Trustee Gippe. The motion passed 7-0 at 7:17 p.m.

[20-528](#)

PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Adopting New Water, Wastewater and Storm Drainage Fees, and Amending the Corresponding Sections of the Erie Municipal Code

Attachments: [Ordinance](#)

[Staff Memo](#)

Director of Public Works, Todd Fessenden introduced the item at 7:18 p.m.

A public hearing opened at 7:23 p.m. The following spoke about the item.

1. [Jim Pendleton](#)

With no further speakers, the public closed at 7:41 p.m.

Trustee Harrison moved to approve the Ordinance. The motion was seconded by Trustee van Woudenberg. The motion passed 7-0 at 7:45 p.m.

20-520 Draft Amendments to Chapter 12 of the Unified Development Code

Attachments: [UDC Chapter 12 -redlines](#)
[UDC Chapter 12 -clean version](#)

Deputy Town Administrator, Farrell Buller and Attorney Barbara Green introduced the item at 7:46 p.m. No action was taken.

20-477 An Ordinance of the Board of Trustees of the Town of Erie Approving the Renewal of a Non-Exclusive Cable Franchise Agreement with Comcast of Colorado IX, LLC for the Use of Public Rights-of-Way

Attachments: [Ordinance](#)
[Comcast Franchise Agreement](#)

IT Director, Denise Jakan introduced the item at 8:58 p.m. Ken Fellman and Jon Lehmann answered questions for the Board.

A public hearing opened at 9:10 p.m.
With no speakers, the public hearing was closed at 9:12 p.m.

Trustee Bell moved to approve the Ordinance. The motion was seconded by Trustee Harrison. The motion passed 7-0 at 9:13 p.m.

20-473 A Resolution of the Board of Trustees of the Town of Erie Approving the Allotment Contract Between the Windy Gap Firing Activity Enterprise, Municipal Subdistrict, Northern Colorado Water Conservancy District and the Town of Erie, Acting by and Through the Erie Water Activity Enterprise

Attachments: [Resolution](#)
[WGFP Allotment Contract](#)

Town of Erie Water Attorney, Paul Zilis introduced the item at 9:14 p.m.

Trustee Gippe moved to approve the Resolution. The motion was seconded by Trustee Bell. The motion passed 7-0 at 9:34 p.m.

VII. EXECUTIVE SESSION**20-540** Executive Session to hold a conference with the Town Attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4) (b), concerning the proposed sexually violent predator residency ordinance.

Mayor Pro Tem Haid moved to go into Executive Session. The motion was seconded by Trustee Gippe. The motion passed 7-0 at 9:36 p.m.

The Board of Trustees reconvened to the meeting at 10:19 p.m. to discuss the last item.

VIII. GENERAL BUSINESS[20-525](#)

An Ordinance of the Board of Trustees of the Town of Erie Enacting a New Section 6-10-16 of the Erie Municipal Code, Entitled Unlawful

Sexually Violent Predator Residency

Attachments:

[Erie Ord.SVP.2020](#)

The consensus of the Board of Trustees was to move the item to the November 10, 2020 Meeting.

IX. STAFF REPORTS[20-498](#)

Public Works Monthly Report - October

Attachments: [Monthly Report](#)

[FRWD Award Letter - Town of Erie](#)

X. ANNOUNCEMENTS AND UPDATES

Reminder to vote. The Voter Service Center at the Erie Community Center will open on October 29 at noon.

Reminder to wear masks and keep social distance.

Leaf composting event; November 7 and 15 from 9 a.m. to 3 p.m.

Disc Golf course is now open.

XI. ADJOURNMENT

The meeting adjourned at 10:40 p.m.

Approved: _____

Mayor

Attest: _____

Town Clerk