



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda

### Town Council

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Tuesday, November 28, 2023

7:00 PM

Town Hall Board Room

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or Immediately following the Urban Renewal Authority Meeting  
In Person Meeting

Link to Watch or Comment Virtually: <https://bit.ly/BOT4thTuesday2023>

#### I. Call Meeting to Order and Pledge of Allegiance

7:00 p.m.

#### II. Roll Call

#### III. Approval of the Agenda

#### IV. Consent Agenda

7:00-7:05 p.m.

[23-579](#) Approval of the October 27, 2023, BOT Special Meeting Minutes

**Attachments:** [10-27-2023 BOT Special Meeting Minutes](#)

[23-576](#) Approval of the November 14, 2023, Board of Trustees Regular Meeting Minutes

**Attachments:** [11-14-2023 BOT Minutes](#)

[23-535](#) A Resolution of the Town Council of the Town of Erie Approving an Agreement for Professional Services with Kimley-Horn and Associates, Inc. for the Sheridan Parkway and Ridgeview Drive Traffic Signal

**Attachments:** [Resolution 23-126 Agreement](#)

[23-541](#) A Resolution of the Town Council of the Town of Erie Accepting a Warranty Deed for the Westerly Zone 4 Water Line

**Attachments:** [Board of Trustees Resolution Warranty Deed](#)

[23-542](#) A Resolution of the Town Council of the Town of Erie Approving an Intergovernmental Agreement with the Office of the State Court Administrator for a Juror List

**Attachments:**     [Resolution 23-147](#)  
[IGA for Juror List 2024 Wheel](#)

[23-575](#)             A Resolution of the Town Council of the Town of Erie Appointing Sara Hancock as the Town Treasurer

**Attachments:**     [Resolution 23-146](#)

[23-574](#)             An Ordinance of the Town Council of the Town of Erie Amending the Erie Municipal Code to Replace All References to "Board of Trustees" with "Town Council" and to Replace All References to "Town Administrator" with "Town Manager"

**Attachments:**     [031-2023 BOT to Council-O111623 \(003\)](#)

[23-580](#)             A Resolution of the Town Council of the Town of Erie Adopting Amended Town Council Rules of Order and Procedure to Replace All References to "Board of Trustees" with "Town Council" and to Replace All References to "Town Administrator" with "Town Manager"

**Attachments:**     [Resolution 23-149](#)  
[Town Council Rules of Order and Procedure](#)

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

7:05-7:15 p.m.

*(This agenda item provides the public an opportunity to discuss items that are not on the agenda or consent agenda items only. The Town Council is not prepared to decide on matters brought up at this time, but if warranted, will place them on a future agenda.)*

## **VI. General Business**

[23-528](#)             Presentation by SVVSD Superintendent Dr. Don Haddad

7:15-7:35 p.m.  
*Presenter(s): Dr. Don Haddad, SVVSD Superintendent*

[23-550](#)             PUBLIC HEARING: An Ordinance of the Town Council of the Town of Erie Providing for the Supplemental Appropriation of Money to Various Funds for the 2023 Budget Year

**Attachments:**     [Ordinance](#)  
[Town of Erie 2023 3rd Supplemental Handout](#)

7:35-7:50 p.m.  
*Presenter(s): Victoria Runkle, Interim Finance Director*

[23-549](#)             A Resolution of the Board of Trustees of the Town of Erie Adopting the Town's Fee Schedule

**Attachments:**     [Resolution 23-141](#)

7:50-8:05 p.m.  
*Presenter(s): Victoria Runkle, Interim Finance Director*

[23-539](#) PUBLIC HEARING: A Resolution of the Town Council of the Town of Erie, Colorado Designating 754 Holbrook Street as a Historic Landmark

**Attachments:** [Resolution 23-150](#)  
[Landmark Application and Nomination 754 Holbrook](#)  
[Landmark Presentation 754 Holbrook](#)  
[Public Notice 754 Holbrook.pdf](#)

8:05-8:15 p.m.

*Presenter(s): Mike Turner, Chair, Historic Preservation Advisory Board*

## **VII. Staff Reports**

*Information Only*

[23-569](#) Public Works Monthly Report

**Attachments:** [Public Works Monthly Report](#)

[23-573](#) Finance Sales Tax Monthly Report

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

[23-564](#) Planning & Development Monthly Report

**Attachments:** [Planning & Development Monthly Report - November 2023](#)

## **VIII. Council Member Reports and Announcements**

8:15-8:35 p.m.

## **IX. Executive Session**

[23-581](#) EXECUTIVE SESSION to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), regarding the legal services agreement with the Town Attorney and the services agreement for the Erie Municipal Airport.

8:35-9:35 p.m.

## **X. Adjournment**

9:35 p.m.

*(The Council'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.)*