



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda

### Board of Trustees

---

Tuesday, November 14, 2023

6:30 PM

Town Hall Board Room

---

#### In-Person Meeting

Watch or Comment Virtually: <https://bit.ly/BOT2ndTuesday2023>

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

6:30 p.m.

#### II. Roll Call

#### III. Approval of the Agenda

#### IV. Consent Agenda

6:30-6:35 p.m.

[23-538](#) Approval of the October 24, 2023, Board of Trustees Meeting Minutes

**Attachments:** [10-24-2023 BOT Minutes](#)

[23-478](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Professional Services with Fehr & Peers for a Transportation Mobility Plan

**Attachments:** [Resolution 23-117](#)  
[Transportation Mobility Plan PSA - Fehr & Peers](#)

[23-509](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Third Amendment to the Construction Manager at Risk Contract with Fransen Pittman Construction for the Town Hall Expansion Project

**Attachments:** [Resolution 23-140](#)  
[Third Amendment](#)

[23-510](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Third Amendment to the Professional Services Agreement with RockSol Consulting for Design and Post-Design Services for the Weld County Road 3 Bridge Replacement Project

**Attachments:** [Third Amendment](#)  
[Res 23-138](#)  
[Location Map](#)

[23-516](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Third Amendment to Professional Services Agreement with Hoffmann, Parker, Wilson & Carberry, P.C. to Increase the Hourly Compensation Rate

**Attachments:** [Resolution 23-120](#)  
[Third Amendment to Professional Services Agreement](#)

[23-520](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Second Amendment to the Agreement with HDR Engineering, Inc. for the Design of the Water Reclamation Facility Expansion

**Attachments:** [Resolution 23-125](#)  
[Contract Amendment](#)

[23-527](#) A Resolution of the Board of Trustees of the Town of Erie Adopting Modifications to the Rules and Regulations Governing the Erie Cemetery

**Attachments:** [Resolution 23-123](#)  
[Erie Cemetery Rules & Regulations](#)

[23-529](#) Approval to Amend the Board of Trustees 2023 Meeting Schedule cancelling the December 26, 2023 meeting.

[23-531](#) A Resolution of the Board of Trustees of the Town of Erie Approving Contract Amendment 1 to the Construction Contract with L4 Construction, LLC, for the Lagoon Conversion to Stormwater Quality Pond and Demolition of the South Water Reclamation Facility Improvements.

**Attachments:** [Resolution 23-129](#)  
[Contract Amendment](#)

[23-534](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for the Canyon Creek Filing No. 7 Subdivision

**Attachments:** [Resolution No. 23-132](#)  
[Development Agreement](#)  
[Canyon Creek Filing No. 7 Subdivision Plat.pdf](#)

[23-536](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Second Amendment to Development Agreement for Colliers Hill Subdivision Filing No. 4G

**Attachments:** [Resolution 23-127](#)  
[Second Amendment to Development Agreement \(Colliers Hill Subdivision, Filing Development Agreement \(Colliers Hill Subdivision, Filing 4G\)](#)  
[First Amendment to Development Agreement \(Colliers Hill Subdivision, Filing 4G\)](#)  
[Memo from Developer](#)

[23-562](#) A Resolution of the Board of Trustees of the Town of Erie Approving the

Payment of a \$5,000 Bonus to Town Administrator Malcolm Fleming

**Attachments:**

[Resolution 23-144](#)

[Fleming Employment Agreement 4th Amendment 2023.01.24](#)

[Malcolm Fleming - PDP 2023.11.14](#)

**23-554**

A Resolution of the Board of Trustees of the Town of Erie Adopting the 2024 Legislative Agenda

**Attachments:**

[2023-2024 Legislative Policy Agenda](#)

[Town of Erie legislative engagement tools](#)

[Resolution 23-142](#)

**23-543**

A Resolution of the Board of Trustees of the Town of Erie Consenting to the Mayor's Appointment of Ashraf Shaikh to the Board of Commissioners of the Town of Erie Urban Renewal Authority

**Attachments:**

[Resolution 23-137](#)

**23-545**

A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for Canyon Creek Filing No. 8 Subdivision

**Attachments:**

[Resolution No. 23-133](#)

[Development Agreement](#)

[Canyon Creek Filing No. 8 Subdivision Plat](#)

**23-547**

A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement and Accepting Dedications as Shown on the Final Plat for Erie Junction

**Attachments:**

[Resolution No. 23-134](#)

[Development Agreement](#)

[Erie Junction Subdivision Plat](#)

**23-548**

A Resolution of the Board of Trustees of the Town of Erie Approving the First Amendment to Development Agreement for Sunset Filing No. 1

**Attachments:**

[Resolution No. 23-135](#)

[First Amendment to Sunset Filing No.1 Development Agreement](#)

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

6:35-6:45 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 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. General Business**

**23-560**

Presentation of 90 Second Celebration Video

6:45-6:50 p.m.

*Presenter(s): Melissa Wiley, Deputy Town Administrator*

[23-553](#)

Public Hearing: An Ordinance of the Board of Trustees of the Town of Erie Summarizing Expenditures and Revenues for each Fund, Adopting a Budget for the Town of Erie for the 2024 Budget Year, and Appropriating Sums of Money to the Various Town Funds for the 2024 Budget Year.

**Attachments:**

[Ordinance 030-2023](#)

[Schedule A](#)

[2024 Budget Memo](#)

[Schedule of Reports](#)

[Presentation](#)

6:50-7:20 p.m.

*Presenter(s): Malcolm Fleming, Town Administrator*

*Cassie Bethune, Finance Manager*

*Victoria Runkle, 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](#)

7:20-7:25 p.m.

*Presenter(s): Victoria Runkle, Interim Finance Director*

[23-563](#)

A Resolution of the Board of Trustees of the Town of Erie, Colorado Designating Portions of General Fund Reserves for Specific Purposes.

**Attachments:**

[Resolution 23-143](#)

[GF\\_Reserve\\_Calculation\\_Worksheet](#)

7:25--7:30 p.m.

*Presenter(s): Malcolm Fleming, Town Administrator*

[23-552](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Agreement to Participate in a Minimum Wage Study

**Attachments:**

[Presentation](#)

[Regional Minimum Wage Cost Sharing IGA](#)

[Resolution 23-136](#)

7:30-8:30 p.m.

*Presenter(s): Stephanie Pitts-Noggle, Economic Development Manager*

*Alberto De Los Rios, Diversity, Equity, and Inclusion Manager*

*Melissa Wiley, Deputy Town Administrator*

[23-559](#)

Transportation Planning Updates

**Attachments:**

[Transportation Planning Updates Presentation](#)

8:30-9:30 p.m.

*Presenter(s): Miguel Aguilar, Senior Transportation Planner*

**VII. Staff Reports**

*Information Only*

[23-511](#)

Bi-Monthly Vector Air Airport Report

**Attachments:**

[Airport Report](#)

**VIII. Board Member Reports and Announcements**

9:30-9:50 p.m.

**IX. Adjournment**

9:50 p.m.

*(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.)*