



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda

### Board of Trustees

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Tuesday, April 28, 2020

6:30 PM

Board Room

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#### AGENDA

#### REGULAR MEETING 6:30 PM IN THE BOARD ROOM via ZOOM

#### I. CALL MEETING TO ORDER

#### II. PLEDGE OF ALLEGIANCE AND ROLL CALL

#### III. SEATING OF NEW BOARD

[20-245](#) Approval of the Minutes from March 24, 2020

**Attachments:** [Minutes for the March 24 Meeting](#)

[20-233](#) Recognition of Outgoing Board of Trustees

**Attachments:** [PowerPoint of Outgoing Board Members](#)

6:35 PM

[20-250](#) Swearing in of Elected Mayor and Trustees

**Attachments:** [Mayor Oath-041320](#)

[Trustee Oath-Loflin-041320](#)

[Trustee Oath-Harrison-041320](#)

[Trustee Oath-Bell-041320](#)

6:45 PM

[20-251](#) Election of Mayor Pro Tem

6:55 PM

[20-252](#) A Resolution of the Board of Trustees of the Town of Erie Reappointing the Town Administrator, Town Clerk, Town Treasurer and Town Attorney

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

7:05 PM

#### IV. APPROVAL OF THE AGENDA

7:20 PM

**V. CONSENT AGENDA**

7:25 PM

*(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.)*

**20-099**

A Resolution of the Board of Trustees of the Town of Erie Accepting Dedications as Shown on the Final Plats for Erie Highlands Filing No. 14 and Erie Highlands Filing No. 15 and Approving a Development Agreement for These Filings.

**Attachments:**

[Resolution](#)

[Filing No. 14 Final Plat](#)

[Filing No. 15 Final Plat](#)

[Development Agreement](#)

**20-213**

A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement with National Car Charging LLC to Procure Seven Electric Vehicle Charging Stations through Colorado State Bid Agreement #142318

**Attachments:**

[RAQC CAC Award Letter - Town of Erie](#)

[Resolution](#)

[Estimate 3059 from National Car Charging LLC](#)

**20-214**

A Resolution of the Board of Trustees of the Town of Erie Approving a Services Agreement with W.L. Contractors, Inc. for the Arapahoe Road and 119th Street Traffic Signal Cabinet Repair and Upgrade

**Attachments:**

[Resolution](#)

[Services Agreement](#)

**20-215**

A Resolution of the Board of Trustees of the Town of Erie Approving the Second Amendment to the Contract Operating Agreement Between the Town and Summit Energy Research, LLC

**Attachments:**

[Resolution](#)

[Second Amendment to Operating Agreement](#)

[Final Invoices](#)

**20-216**

A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Agreement with Boulder County Concerning Partial Reimbursement for Conceptual Bus Rapid Transit (BRT) Station Layouts

**Attachments:**

[Resolution](#)

[Intergovernmental Agreement](#)

[20-225](#) A Resolution of the Board of Trustees of the Town of Erie Reappointing Kelly Zuniga to a Temporary Term on the Planning Commission

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

[20-226](#) A Resolution of the Board of Trustees of the Town of Erie Approving Change Order No. 2 to the Agreement with J-U-B Engineers, Inc. for the Design of the Erie Parkway and Weld County Road 7 Intersection Project in the Amount of \$20,000

**Attachments:** [Resolution](#)  
[Change Order 2](#)

[20-227](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing Negotiations, Purchase, and if Necessary, the Exercise of the Town's Powers of Eminent Domain to Acquire a Fee Interest in Certain Real Property for a Public Water Pipeline and a Public Trail

**Attachments:** [Resolution](#)  
[Boulder County Staff Packet for 2-19-20 PC Meeting](#)

[20-228](#) A Resolution of the Board of Trustees of the Town of Erie, Colorado Authorizing the Town Administrator to Request the Use of Town Undergrounding Funds Held by United Power for Undergrounding the Overhead Power Lines at the Intersection of Erie Parkway and Weld County Road 7

**Attachments:** [Resolution](#)  
[Letter with cost estimate from United Power](#)

[20-232](#) A Resolution of the Board of Trustees of the Town of Erie Acknowledging the Finance Director's Authority Regarding Letters of Credit

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

## **VI. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

7:30 PM

*(This agenda item provides the public an opportunity to discuss items other than ordinances, 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.)*

## **VII. GENERAL BUSINESS**

7:40 PM

*(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.*

[20-244](#) A Resolution of the Board of Trustees of the Town of Erie Amending the Board of Trustees Rules of Order and Procedure

**Attachments:** [Resolution on Amendments to Rules of Order and Procedure 2020.04.28](#)  
[Board Rules-Clean](#)  
[Board Rules-redline](#)

[20-229](#) Old Town Erie Infrastructure Improvement Report

**Attachments:** [Executive Summary](#)  
[20200414 Old Town Erie Infrastructure Report.pdf](#)  
[Presentation](#)

8:00 PM

[20-236](#) A Resolution of the Board of Trustees of the Town of Erie approving an Agreement for Professional Services with Baseline Corp for North and South Roundabout Gateways to Town Center Peel Analysis in the Amount not to Exceed \$89,417

**Attachments:** [Resolution](#)  
[Consultant Agreement](#)  
[North-South Town Center Roundabout Gateway Analysis RFP](#)  
[Baseline Corp Submittal](#)  
[Baseline Corp Fee Structure](#)

8:30 PM

[20-246](#) A Resolution of the Board of Trustees of the Town of Erie Extending the Local Disaster Emergency

**Attachments:** [Resolution Extending Local Disaster Emergency 20200428](#)  
[Remote Meeting Policy 2020.03.17](#)  
[State of Emergency Leave Policy 2020.03.17](#)

8:40 PM

[20-255](#) A Resolution of the Board of Trustees of the Town of Erie to Clarify the Applicability of Certain Public Health Orders in the Town

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

9:10 PM

## **VIII. STAFF REPORTS**

9:25 PM

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

[20-175](#) Public Works Monthly Report

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

[20-231](#) Great Outdoors (GOCO) Local Parks and Outdoor Recreation,  
Department of Local Affairs, and Colorado Tree Coalition Funding Awards

[20-234](#) Comcast Franchise Agreement Status Update

**Attachments:** [Memo form Ken Fellman, Legal Counsel for Comcast Franchise Agreement](#)

[20-249](#) Quarterly Building Permit Report

**Attachments:** [2020 Building Permit Summary](#)  
[SRF Building Permit Chart](#)

[20-248](#) ED Grant Program Update

**Attachments:** [Update: ED Staff Report Erie Small Business Emergency Relief Grant Program](#)

## **BOARD OF TRUSTEES REPORTS & APPOINTMENTS**

9:25 PM

*(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.)*

## **IX. ADJOURNMENT**

9:35 PM

*(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.)*