



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Final

Board of Trustees

Tuesday, April 28, 2020

6:30 PM

Board Room

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](#)

[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](#)

Town Administrator Fleming thanked the out-going board for their service to the Town.

[20-251](#) Nomination of Adam Haid for Mayor Pro Tem.

[20-252](#) The motion was made by Trustee Gippe and seconded by Trustee Harrison. The motion carried 6:1 with Trustee VanWoudenberg voting nay.

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](#) A motion was made by Mayor Pro Tem Haid, seconded by Trustee Gippe, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison.

IV. APPROVAL OF THE AGENDA

A motion was made by Trustee Harrison, seconded by Mayor Pro Tem Haid, that this Agenda be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison.

V. CONSENT AGENDA

A motion was made by Trustee Harrison that this Agenda be approved with Resolution 20-232 removed from the Consent Agenda to the first item of General Business. Mayor Pro Tem Haid seconded the motion. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison

[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](#)

This item was removed to first item under General Business

A motion was made by Trustee Gippe, seconded by Mayor Pro Tem Haid, that this Agenda Item be approved. The motion carried by the following vote:

Aye 7 Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison.

VI. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Gary Benetti 379 Hadfield Place, called in to discuss local small business support.

VII. GENERAL BUSINESS

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](#)

A motion was made by Trustee Gippe, seconded by Trustee Harrison, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustee Gippe, Trustee van Woudenberg, Trustee Bell, Trustee Loflin, and Trustee Harrison

20-229 Old Town Erie Infrastructure Improvement Report

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

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

A motion was made by Trustee Harrison, seconded by Mayor Pro Tem Haid, that this agenda item be tabled until the May 12, 2020 Meeting. The motion carried by the following vote:

Aye 7 Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison.

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

[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](#)

A motion was made by Trustee Gippe, seconded by Mayor Pro Tem Haid, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustees Gippe, van Woudenberg, Bell, Loflin and Harrison

[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](#)

A motion was made by Trustee Gippe, seconded by Trustee Loflin, that this Agenda Item be approved. The motion carried by the following vote:

Aye: 7 - Mayor Carroll, Mayor Pro Tem Haid, Trustee Gisppe, van Woudenberg, Bell, Loflin and Harrison.

VIII. STAFF REPORTS

[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 from Ken Fellman, Legal Counsel for Comcast Franchise Agreement](#)

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

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

On target with projections. Anticipating a slow down.

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

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

BOARD OF TRUSTEES REPORTS & APPOINTMENTS

IX. ADJOURNMENT 11:23 p.m.