



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, December 8, 2020

6:35 PM

via Virtual Meeting
<https://bit.ly/Dec8URA-BOTMeeting>

I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Jennifer Carroll called the meeting to order at 6:47 p.m.

II. ROLL CALL

Present: Mayor Jennifer Carroll, Mayor Pro Tem Adam Haid, Trustee Bill Gippe, Trustee Christiaan vanWoudenberg, Trustee Brandon Bell, Trustee Ari Harrison, and Trustee Sara Loflin.

III. APPROVAL OF AGENDA

Trustee Gippe moved to approve the Agenda. Trustee Bell seconded the motion. The motion passed 7-0 at 6:49 p.m.

IV. CONSENT AGENDA

Trustee Gippe moved to approve the Consent Agenda. Trustee van Woudenberg seconded the motion. The motion passed 7-0 at 6:49 p.m.

[20-583](#) Approval of the November 10, 2020 Board of Trustees Meeting Minutes

Attachments: [November 10, 2020 Minutes](#)

[20-527](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Renewal of the General Services Agreement with KG Clean, Inc. for Janitorial Services

Attachments: [Resolution 20-178](#)
[Renewal Agreement](#)

[20-550](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Right-of-Way Contract with the State Land Board for the Acquisition of Right-of-Way for Erie Parkway and Weld County Road 7

Attachments: [Contract](#)
[Resolution 20-186](#)

[20-551](#) A Resolution of the Board of Trustees of the Town of Erie Adopting the 2021 Amendments to the Town of Erie Standards and Specifications for Design and Construction of Public Improvements

Attachments: [Resolution 20-193](#)
[Proposed Updates](#)

[20-566](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing the Purchase of an Air Disinfecting and Purification System from KG Clean with CARES Funding

Attachments: [Resolution 20-199](#)
[Quote](#)

[20-571](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Professional Services Agreement with Tanko Lighting for Utility Negotiations

Attachments: [Resolution 20-200](#)
[Agreement](#)

[20-572](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Leasing of Vehicles from Enterprise FM Trust

Attachments: [Resolution 20-198](#)
[Final Menu Pricing](#)

[20-557](#) A Resolution of the Board of Trustees of the Town of Erie Ratifying the Approval of the Additional Expenditure of a Portion of the Town's CARES Act Funding for Residential Utility Bill Credits

Attachments: [Resolution 20-201](#)

[20-590](#) A Resolution of the Board of Trustees of the Town of Erie Approving the First Amendment to Development Agreement for the Parkdale Filing No. 1 Subdivision and the First Amendment to Development Agreement for the Parkdale Filing No. 2

Attachments: [Resolution 20-202](#)
[Filing 1 DA 1st Amend-A113020.docx](#)
[Filing 2 DA-1st Amend-A113020.DOCX](#)

[20-581](#) A Resolution of the Board of Trustees of the Town of Erie Accepting Dedications as Shown on the Final Plat for the Vista Ridge Filing No. 14, 6th Amendment Subdivision

Attachments: [Resolution 20-194](#)
[Vista Ridge Filing No. 14, 6th Amendment](#)

[20-593](#) A Resolution of the Board of Trustees of the Town of Erie Designating 434 Holbrook Street as a Town Historic Landmark of Special Historical, Architectural, Cultural, Interest, and Value of a Historic Nature

Attachments: [Resolution 20-205](#)
[Nomination Application for 434 Holbrook](#)

V. PUBLIC COMMENT AND NON-AGENDA ITEMS

Mayor Carroll read the Public Comment Rules.

Public Comment opened at 6:51 p.m.

The following spoke:

Rich Heigel spoke about the Downtown Erie Business Association.

With no further speakers, Public Comment closed at 6:55 p.m.

VI. GENERAL BUSINESS

[20-475](#) Erie Police Department Directive / Protocol Task Force Spokesperson for the Erie PD Directive/Protocol Task Force, Justin Brooks presented the item and answered questions from the Board.

[20-570](#) Sustainability Advisory Board Annual Report

Attachments: [Presentation](#)

SAB Chair, Adam Jackson presented the item and answered questions about sustainability plans for the future.

[20-582](#) PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Colliers Hill Filing No. 4G Preliminary Plat with Conditions

Attachments: [Resolution No. 20-195](#)
[Staff Report](#)
[Colliers Hill Filing No. 4G Preliminary Plat](#)
[Colliers Filing No. 4G Preliminary Plat Landscaping Plan](#)
[Colliers Hill Filing No. 4G Civil CDs](#)
[Applicant Materials](#)
[Referral Comments](#)
[Notice](#)
[Neighborhood Meeting Summary](#)
[Traffic Impact Analysis Phase II LSC Consultants 121916](#)
[Document: Phase 1 environmental & Phase I draft environmental on 4G](#)
[Updated: Subsidence Investigation](#)
[Updated Document: Geotechnical Site Development Study for 4G](#)
[Updated: Wetland, Threatened, and Endangered Species Observation & Cultural Resources Review](#)
[PC Resolution P20-21](#)
[Staff Presentation](#)
[Applicant Presentation](#)

Chris LaRue, Senior Planner presented the item. Applicant, Jerry Richmond, Eva Mathers showed a presentation and answered questions. Town Engineer, David Pasic answered questions.

The Public Hearing was opened at 7:20 p.m. The following spoke:
1. Todd Bjerkaas
With no further speakers, the Public Hearing closed at 7:25 p.m.

Trustee van Woudenberg moved to approve the Resolution with the amendment that: The applicant shall submit an updated traffic study within 24 months to determine whether or not a traffic signal is warranted. If it is not warranted, options shall be explored regarding a cost sharing agreement to install the signal. Trustee Bell seconded the motion. The motion passed 7-0 at 8:47 p.m.

[20-587](#)

Review and Comment of the Redtail Ranch Sketch Plan Application for 898 Residential Lots

Attachments: [Staff Report](#)
[Sketch Plan Exhibits](#)
[Narrative and Application](#)
[Other Applicant Materials](#)
[Staff & Agency Review Comments](#)
[Staff Presentation](#)
[Applicant Presentation](#)
[Public Comment for Redtail Ranch](#)

Senior Planner Adam Gonzales presented the Item at 8:48 p.m.

Applicants from Geosyntec Consultants, Roger Hollard, Layla Rosales and Jonathon Gillen presented and answered questions.

The Public Hearing was opened at 9:25 p.m. The following spoke:

1. Joseph Zintel
2. Andrew Schneider
3. Kim McConnell
4. Kyle Roth
5. Sara Bateman
6. Tim & Jennie Sonmore
7. Tiffany Taskey
8. Bred Stoffer
9. Mandy Cox
10. Steen Hunt
11. Paul Erdman
12. Meghan Anderson

With no further speakers, the Public Hearing closed at 10:02 p.m.

Board questions and deliberation ensued.

The board took a five-minute recess at 11:38 p.m.

[20-515](#) PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Summarizing Expenditures and Revenues for each Fund and Adopting a Budget for the Town of Erie for the 2021 Budget Year

[Ordinance 37-2020](#)

Attachments: [2020 & 2021 Budget Schedules](#)
[Town - 2021 Budget Overview Memorandum](#)

[Proposed Budget 2021 Presentation to BOT](#)

Candice Hout, Finance Director, presented the item at 11:45 p.m.

The Public Hearing was opened at 12:16 p.m. for Items 20-515, 20-516 and 20-519.

With no speakers, the Public Hearing closed at 12:16 a.m.

Trustee Gippe moved to approve the Ordinance. Trustee van Woudenberg seconded the motion. The motion passed 7-0 at 12:17 a.m.

[20-516](#) PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Appropriating Sums of Money to the Various Town Funds for the 2021 Budget Year

Attachments: [Ordinance 38-2020 and Schedule of Appropriation](#)

Trustee Gippe moved to approve the Ordinance. Trustee van Woudenberg seconded the motion. The motion passed 7-0 at 12:18 a.m.

[20-519](#) PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Providing for the Supplemental Appropriation of Money to Various

Funds for the 2020 Budget Year

Attachments: [Ordinance 39-2020 and Schedule A](#)
[2020 2nd Supplemental Changes Schedule](#)
[Town - 2020 2nd Supplemental Budget Overview Memorandum](#)

Trustee Bell moved to approve the Ordinance. Trustee Gippe seconded the motion. The motion passed 7-0 at 12:19 a.m.

[20-578](#)

A Resolution of the Board of Trustees of the Town of Erie Establishing and Certifying the Property Taxes for the Town of Erie, Colorado, in Weld County and in Boulder County for 2020, to be Collected in 2021

Attachments: [Resolution 20-204](#)

Candice Huot, Finance Manager, presented the item.

Trustee Harrison moved to approve the Resolution. Trustee Gippe seconded the motion.

The motion passed 7-0 at 12:23 a.m.

[20-576](#)

A Resolution of the Board of Trustees of the Town of Erie Amending and Updating the Town's Purchasing Policy

Attachments: [Resolution 20-203](#)
[Purchasing Policy Update Final](#)

Trustee Gippe moved to approve the Resolution. Trustee Harrison seconded the motion.

The motion passed 7-0 at 12:30 a.m.

VII. STAFF REPORTS

[20-569](#)

Public Works Monthly Report - November

Attachments: [Monthly Report](#)

[20-591](#)

East County Line Road Projects Open House

VIII. BOARD REPORTS ANNOUNCEMENTS AND UPDATES

The Board of Trustees wished everyone well for the holidays and remembrance of Pearl Harbor Day. Thank you to veterans.

IX. ADJOURNMENT

Mayor Carroll adjourned the meeting at 12:37 a.m.

Approved: _____
Mayor

Attested: _____
Town Clerk