



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, January 12, 2021

7:10 PM

Board Room

via Virtual Meeting
<http://bit.ly/URABOT0112Meeting>

I. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Jennifer Carroll called the meeting to order at 7:10 p.m. following the Urban Renewal Authority Meeting.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

Mayor Pro Tem Haid moved to approve the agenda. Trustee Harrison seconded the motion. The motion passed 6-0 at 7:12 p.m. with Trustee Loflin absent.

IV. CONSENT AGENDA

Trustee Gippe moved to approve the Consent Agenda. Trustee Bell seconded the motion. The motion passed 6-0 at 7:14 p.m. with Trustee Loflin absent.

[20-603](#)

Approval of the December 1, 2020 Special Meeting Minutes and December 8, 2020 Board of Trustees Meeting Minutes

Attachments: [December 8, 2020 BOT Minutes](#)
[December 1, 2020 Special Meeting Minutes final](#)

[21-002](#)

A Resolution of the Board of Trustees of the Town of Erie Designating the Town's Website as the Town's Official Posting Location for 2021

Attachments: [Resolution 21-011](#)

[20-542](#)

An Ordinance of the Board of Trustees of the Town of Erie Granting a Permanent Utility Easement to United Power, Inc. for Construction and Maintenance of a Transformer in Lot 1A-1 of the Erie Community Center

Attachments: [Ordinance](#)
[Permanent Utility Easement Agreement](#)
[Exhibit B, Design](#)

[20-585](#) 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 Erie Highlands Filing No. 16 Subdivision

Attachments: [Resolution 21-014](#)
[DA & Exhibits](#)
[Erie Highlands Filing No. 16 Final Plat](#)

[20-595](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Northern Integrated Supply Project Common Interest, Joint Defense, and Confidentiality Agreement Between the Northern Colorado Water Conservancy District, Through its Northern Integrated Supply Project Water Activity Enterprise, and the Town of Erie, Acting By And Through its Erie Water Activity Enterprise

Attachments: [Resolution 21-001](#)
[Agreement](#)

[20-596](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Seventeenth Interim Agreement Between the Northern Colorado Water Conservancy District, Through its Northern Integrated Supply Project Water Activity Enterprise and the Town of Erie, Acting By and Through its Erie Water Activity Enterprise

Attachments: [Resolution 21-002](#)
[Agreement](#)

[20-600](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Payment to National Meter and Automation for the Purchase of Water Meters

Attachments: [Resolution](#)

[20-604](#) Approve the appointment of Joan Organ to the Historic Preservation Advisory Board to fill a vacancy due to a resignation.

Attachments: [Joan Organ Application](#)
[Email from HPAB Requesting Appointment of Joan Organ](#)

[20-606](#) A Resolution of the Board of Trustees of the Town of Erie Ratifying the Town Administrator's Emergency Order Waiving Certain Local Liquor Licensing Fees

Attachments: [Resolution 21-010](#)
[Emergency Order to Waive Local Liquor License fees](#)
[State Bulletin 20-27 Waiving Fees](#)
[DR 8500 State Fees](#)

[21-006](#) A Resolution of the Board of Trustees of the Town of Erie Updating and Adopting the Town's Three Mile Plan

Attachments: [Resolution 21-008](#)

[21-009](#) Ratify Ice Skating Rink Sponsorship

Attachments: [Piripi Sponsorship Agreement](#)
[Miners Tavern Sponsorship Agreement](#)
[Miners Tavern - Ice Rink Sponsorship Application](#)
[Piripi - Ice Rink Sponsorship Application](#)

[21-012](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Expenditure of up to \$176,980 to Fully Restore and Monitor 8 Acres of Vegetation Surrounding the Erie Parkway Bridge

Attachments: [Resolution 21-012](#)
[20210112 Erie Parkway Bridge Revegetation Project](#)

[21-013](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Redevelopment Agreement by and between the Town of Erie Urban Renewal Authority and Means Rentals, RLLLP

Attachments: [Resolution](#)
[Redevelopment Agreement 730 Briggs](#)
[EPS 730 Briggs Economic Analysis](#)
[EPS 730 Briggs Financial Model](#)

[21-017](#) An Ordinance of the Board of Trustees of the Town of Erie Approving an Amendment to the Lease Agreement with CoSolve, Inc. for 625 Pierce Street, Erie, Colorado

Attachments: [Ordinance](#)
[625 Pierce Lease-A110220](#)
[625 Pierce Lease Amend-A121620](#)

[21-018](#) Resolution of the Board of Trustees of the Town of Erie Approving an Amendment to the Lease Agreement with the Diana Shannon Living Trust for 130 Wells Street, Erie, Colorado

Attachments: [Resolution](#)
[Amended Lease Agreement](#)
[Original Lease Agreement](#)

[21-020](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing the Town of Erie to Jointly Sponsor a Speaker Series on Talking to Children About Race in the Amount of \$10,000

Attachments: [Resolution](#)

V. PUBLIC COMMENT AND NON-AGENDA ITEMS

Mayor Carroll read the Public Comment Rules and Opened Public Comment at 7:16 p.m.

The following spoke:

1. Rich Heigel spoke about the Ice Rink, and Downtown participation.

With no further speakers the Public Hearing closed at 7:19 p.m.

VI. GENERAL BUSINESS

[21-004](#) Erie Municipal Airport Report

Attachments: [Report](#)

Jason Hurd, Airport Manager, presented the report on the Airport.

[21-008](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing the Emergency Expenditure for Reclamation of the Adam #1 Well Plug and Abandon Project in the Amount of \$ 91,012.75.

Attachments: [Resolution 21-009](#)
[Quote to complete reclamation](#)

Ben Pratt, Director of Economic Development, presented the item.

Trustee Gippe moved to approve the resolution. Trustee Harrison seconded the motion. The motion carried 6-0 at 7:26 p.m. with Trustee Loflin absent.

[21-022](#) Town Administrator's Year End Status Report on 2020 Work Plan and Review of 2021 Work Plan

Attachments: [2020 Work Plan 2021.01.12 Q4 Update](#)
[2021 Work Plan 2021.01.12 Draft](#)
[2021 Core Departmental Work](#)

Malcolm Fleming, Town Administrator, presented the item.

VII. STAFF REPORTS**VIII. BOARD MEMBER REPORTS**

The Board commented on the success of the Erie Ice Rink and thanked staff for the success of last year. Members asked staff to clarify the confusion on operating hours for the Recycling Center and Cottonwood Vista access easement use.

EXECUTIVE SESSION

Mayor Pro Tem Haid moved to go into Executive session. Trustee Gippe seconded the motion. The motion carried 6-0 at 7:49 p.m. with Trustee Loflin absent.

[21-007](#)

Approval to go into Executive Session to: (1) hold a conference with the Town Attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning the annexation of property to the Town; and (2) for discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Administrator.

IX. ADJOURNMENT

Mayor Carroll closed the regular meeting at 7:49 p.m. The meeting continued in Executive Session and concluded upon adjournment of the Executive Session.

Approved: _____
Mayor

Attested: _____
Town Clerk