

## Town of Garden City Minutes

April 4, 2022

Regular Meeting

Mayor Filbert Archuleta called the meeting to order at 5:30 P.M.

Mayor Fil Archuleta and Trustees Alex Lopez, Leigh Sorensen, Katherine Rodriguez, Sam Parsons and Gary Sorensen were present. Trustee Tim Costello attended via telephone. Staff present: Cheryl Campbell, Interim Town Administrator; Danielle Morado, Deputy Town Clerk; Brett Bloom, Public Works Director; Jeremy Black, Police Chief; James Godbold, Town Attorney; Also in attendance were Esmerelda Vargas and Gustavo Perez from El Rodeo Night Club and J.C. York from J&T Consulting, Inc.

### Consent Agenda

- a. Approve Minutes From March 15, 2022 Regular Meeting
- b. Approve February 2022 Treasure's Report
- c. Approve Paid Bills
- d. Approve Bills To Be Paid
- e. Approve Invoice from J&T Consulting for 2022 Street Rehabilitation Project Design in the amount of \$18,112.60

Alex Lopez moved and Sam Parsons seconded to approve the Consent Agenda, items a. – e. 7 Aye. 0 Nay. Motion carried.

### Public Not On The Agenda Invited To Be Heard

There was none.

### Liquor License Issues

- a. El Rodeo Night Club LLC, Tavern with Live Entertainment Liquor Renewal

Esmerelda Vargas and Gustavo Perez were present to represent El Rodeo Night Club LLC. All departments reported no violations and no objections to renewal. Esmerelda informed the Board that the food truck that is on the premises has not had any problems and security stays on site until the food truck shuts down. The Board requested that a port-a-potty be made available for the food truck customers to use after the tavern has closed for the night. Gary Sorensen moved and Katherine Rodriguez seconded to approve the liquor license renewal for El Rodeo Night Club LLC, Tavern with Live Entertainment Liquor License. 7 Aye. 0 Nay. Motion Carried.

- b. Special Events Permission Letter for the Town of Garden City

Leigh Sorensen moved and Sam Parsons seconded to approve the Special Events Permission Letter for the Town of Garden City. 7 Aye. 0 Nay. Motion Carried.

- c. Special Events Liquor License for the Town of Garden City

Alex Lopez moved and Tim Costello seconded to approve the Special Events Liquor License for the Town of Garden City for April 30, August 2, August 26, August 27, October 22, 2022.

7 Aye. 0 Nay. Motion carried.

### Consider Work Session for the Board of Trustees on April 12, 2022 @ 5:30 p.m.

Gary Sorensen moved and Sam Parsons seconded to approve the work session for the Board of Trustees on April 12, 2022 at 5:30 p.m. 7 Aye. 0 Nay. Motion carried.

Consider Payment in the Amount of \$143.00 for the Mayor's Guest's Tuition to Attend the CML Conference in Breckenridge, CO

The Mayor recused himself from the meeting. Sam Parsons moved and Alex Lopez seconded to approve payment in the amount of \$143.00 for the Mayors guest's tuition to attend the CML conference in Breckenridge, CO. 6 Aye. 0 Nay. Motion carried.

Approve Bid for the 2022 Street Rehabilitation Project

Public Works Director, Brett Bloom and J.C. York from J&T Consulting reported that the Town received two bids for the 2022 Street Rehabilitation Project. Bid one was from Schaffer Paving and came in at \$554,499.50. Bid two was from J2 Contracting Company and their bid came in at \$566,669.00. Leigh Sorensen moved and Alex Lopez seconded to award the bid to Schaffer Paving for the 2022 Street Rehabilitation Project. A roll call vote was taken: Tim Costello – Yes Leigh Sorensen – Yes Ales Lopez – Yes Fil Archuleta – Yes Katherine Rodriguez – Yes Gary Sorensen – Yes Sam Parsons – Yes. 7 Aye. 0 Nay. Motion carried.

Consider installation of Compact Car Parking Signs on 8<sup>th</sup> Ave

Brett reported that new red and white "compact car parking" signs have been ordered and will be delivered early next week as well as a no parking sign that will be installed on 27<sup>th</sup> Street on the North side of Empire Pizza and two Emergency Vehicle Parking Only signs for 27<sup>th</sup> street on the south side of LivWell. Red No Parking lines will be painted on the pavement on 27<sup>th</sup> street to outline the Emergency Vehicle Only parking area. Leigh Sorensen moved and Alex Lopez seconded to approve the installation of the Compact Car Only, No Parking and Emergency Vehicles Only signs.. 7 Aye. 0 Nay. Motion carried.

Consider Service Contract for Fleet Vehicles

Alex Lopez moved and Leigh Sorensen seconded to approve submission of an application for a service contract with Grease Monkey for a 15% discount on services. 7 Aye. 0 Nay. Motion carried.

Consider GCPD Officer Salary Schedule

Chief Black addressed the Board to explain that the GCPD Officer Salary Schedule has been in force since the first year of operation of the police department but has never been added to the policy manual. Steps six and seven are new additions. Tim Costello moved and Alex Lopez seconded to approve the GCPD Officer Salary Schedule. 7 Aye. 0 Nay. Motion carried.

Consider MDE Software for GCPD

The MDE software has the capabilities to interface with what we are already using for record keeping at the PD. MDE will allow the PD to keep better reports on officer training, the armory supplies, weapons and gear inventory and assignments, and compliance records. This software would make CIRSA compliance records easier to manage for the PD and provide historical tracking. The software company is easy to contact for trouble-shooting assistance as well. The software will cost \$4350.00 upfront and \$3850.00 every year thereafter. The amount of \$665.00 we currently pay will continue to be paid as well. Gary Sorensen moved and Alex Lopez seconded to approve the MDE Software for the GCPD. 7 Aye. 0 Nay. Motion carried.

### Staff Reports

#### a. Town Administrator's Report

Cheryl Campbell reported that tomorrow (April 5, 2022) is Election Day. Brett and Cheryl are to be in the office by 6:30 a.m., Lindsay will be in at 7:00 a.m. and Danielle will come in between 10:00 and 11:00a.m. to offset hours for the long day. Cheryl asked the Board how they would like to receive the budget to actual report in the future and the Board agreed to have it sent electronically. We are a quarter of the way through the year and have used 20% of the budget. The Town has a CD at First Farm Bank that matured and renewed in February that is now earning .015% interest. Cheryl recommended that the Town move the CD to Stiffel Investments where the forecasted rate is 2%. The First Farm CD will be on April 19<sup>th</sup> Board agenda.

#### b. Police Chief's Report

Police Chief Jeremy Black reported Officer Andrew Brown has completed FTO training and now all GCPD full time officers are FTO qualified. Officer Johnson will be at threat analysis in investigations training for the first three days of this week and Reserve Officer Boxley will be covering Officer Johnson's shifts. Chief Black is halfway through his executive classes. Chief Black also reported that the state will keep the current liquor laws in place for bar closing time at 2:00 a.m. Chief Black will continue to move forward with hiring a new full-time officer. New drug testing kits have been ordered for illegal substances testing in the field.

#### c. Public Works Director

Brett Bloom reported that the building permit for the Town shop has been issued. Construction will hopefully begin in mid-April depending on the weather. The Mayor thanked Brett for all his hard work taking care of Garden City.

#### d. Town Attorney's Report

Attorney James Godbold reported that he received a letter late Friday April 1, 2022 from Orozco Security Agency's attorney and would like to set a special meeting and executive session to discuss the legal options the town has with this matter.

### Other Board Issues

Leigh Sorensen moved and Alex Lopez seconded to set a special meeting with an executive session on April 12, 2022 at 5:30p.m. before the work session. 7 Aye. 0 Nay. Motion carried.

### Announcements

- a. Election Day is April 5, 2022
- b. The Town of Garden City will host its annual Easter Egg Hunt on April 9, 2022 at 10:00 a.m. at the Town Hall.
- c. A work session will be held on April 12, 2022, at 5:30 p.m. Dinner will be provided.

### Adjourn

Since there was no further business, Sam Parsons moved and Gary Sorensen seconded to adjourn the meeting. 7 Aye. 0 Nay. Motion carried. Mayor Fil Archuleta adjourned the meeting at 6:40 p.m.

by \_\_\_\_\_