

Town of Garden City Minutes

August 16, 2022

Regular Meeting

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

Mayor Fil Archuleta and Trustees Tim Costello, Alex Lopez, Leigh Sorensen, Katherine Rodriguez, Sam Parsons, and Gary Sorensen were present. Staff present: Town Administrator Cheryl Campbell; Deputy Town Clerk Lindsay Shoemaker; Police Chief Jeremy Black; Public Works Director Brett Bloom; Town Attorney James Godbold. Also present, Officer Andrew Brown of the Garden City Police Department, State Senator Barbara Kirkmeyer 6100 CR 4, Brighton CO, and Tucker Eldridge from Nature's Herbs and Wellness Center.

Consent Agenda

- a. Approve Minutes from August 1, 2022 Regular Meeting
- b. Approve July 2022 Treasurer's Report
- c. Approve Paid Bills
- d. Approve Bills To Be Paid
- e. Approve Montez Productions Invoice in the amount of \$3,600
- f. Approve Skinny's Sound and Stage Invoice in the amount of \$5,000
- g. Approve ProCode invoice for Building Permit Fees in the amount of \$10,030.12

Tim Costello moved, and Sam Parsons seconded to approve the Consent Agenda items a.-g.
7 Aye. 0 Nay. Motion carried.

Public Not on the Agenda Invited to be Heard

Barbara Kirkmeyer, Colorado State Senator, addressed the Board. She advised the Board that she is running for the United States Congress, and regardless of the outcome, she will always be a resource for the Town of Garden City. Ms. Kirkmeyer was the County Commissioner in years past and worked with the Town on several projects, including economic development and public safety.

Consider Nature's Herbs and Wellness Center 540 27th Street Report of Changes Application

Tucker Eldridge addressed the Board. Nature's Herbs and Wellness has submitted a Modification of Premises application. They are planning to expand the sales floor into the cultivation area to increase sales floor size. They will be moving the current exit door to the southwest corner of the new room and will be moving cameras to cover new exit and point of sale sections. They are modifying this store to be more uniform with the other locations. All documentation has been submitted to the Town for approval. Sam Parsons moved, and Gary Sorensen seconded to approve Nature's Herbs and Wellness Center 540 27th Street Report of Changes Application.
7 Aye. 0 Nay. Motion carried.

Consider addition of Security System improvements as an option for Commercial and Residential Revitalization Grants

Cheryl Campbell led the discussion. Many businesses have called in inquiring if security system improvements are included in the Town's Residential and Commercial Revitalization grants. They are not currently included. Attorney James Godbold will be investigating to determine whether the ordinance in place can be modified to include security system improvements. He will have more information at a future meeting.

Leigh Sorensen moved, and Tim Costello seconded to move forward with including security system improvements to the Commercial and Residential Revitalization Grants.
7 Aye. 0 Nay. Motion carried.

Consider Municipal Code Amendments

Adopt Ordinance 03-2022 An ordinance amending Chapter 6, Article 1 of the Town of Garden City Municipal Code to update Business Licensing Procedures and Standards.

Tim Costello moved, and Leigh Sorensen seconded to adopt Ordinance 03-2022 An ordinance amending Chapter 6, Article 1 of the Town of Garden City Municipal Code to update Business Licensing Procedures and Standards.

Katherine Rodriguez-yes, Gary Sorensen-yes, Fil Archuleta-yes, Tim Costello- yes, Alex Lopez-yes, Sam Parsons-yes, Leigh Sorensen-yes.

7 Aye. 0 Nay. Ordinance 03-2022 adopted.

Adopt Ordinance 04-2022 An ordinance amending Chapter 6, Article 2 of the Town of Garden City Municipal Code to update Alcoholic Beverage Licensing Procedures and Standards

Leigh Sorensen moved, and Tim Costello seconded to Adopt Ordinance 04-2022 An ordinance amending Chapter 6, Article 2 of the Town of Garden City Municipal Code to update Alcoholic Beverage Licensing Procedures and Standards.

Leigh Sorensen-yes, Alex Lopez-yes, Gary Sorensen-yes, Tim Costello-yes, Katherine Rodriguez-yes, Sam Parsons-yes, Fil Archuleta-yes.

7 Aye. 0 Nay. Ordinance 04-2022 adopted.

Adopt Ordinance 05-2022 An ordinance amending Chapter 6, Article 3 of the Town of Garden City Municipal Code to update Pawnbroker Licensing Procedures and Standards

Tim Costello moved, and Sam Parsons seconded to Adopt Ordinance 05-2022 An ordinance amending Chapter 6, Article 3 of the Town of Garden City Municipal Code to update Pawnbroker Licensing Procedures and Standards.

Fil Archuleta-yes, Leigh Sorensen-yes, Katherine Rodriguez-yes, Gary Sorensen-yes, Tim Costello-yes, Alex Lopez-yes, Sam Parsons-yes.

7 Aye. 0 Nay. Ordinance 05-2022 adopted.

Adopt Ordinance 06-2022 An ordinance amending Chapter 6, Article 4 of the Town of Garden City Municipal Code to update Licensing Procedures and Standards for Peddlers and Solicitors Licenses

Sam Parsons moved, and Gary Sorensen seconded to Adopt Ordinance 06-2022 An ordinance amending Chapter 6, Article 4 of the Town of Garden City Municipal Code to update Licensing Procedures and Standards for Peddlers and Solicitors Licenses.

Tim Costello-yes, Katherine Rodriguez-yes, Leigh Sorensen-yes, Sam Parsons-yes, Gary Sorensen-yes, Fil Archuleta-yes, Alex Lopez-yes.

7 Aye. 0 Nay. Ordinance 06-2022 adopted.

Adopt Ordinance 07-2022 An ordinance amending Chapter 6, Article 5 of the Town of Garden City Municipal Code to Update Licensing Procedures and Standards for Private Security Services Licenses

Gary Sorensen moved, and Alex Lopez seconded to adopt Ordinance 07-2022 An ordinance amending Chapter 6, Article 5 of the Town of Garden City Municipal Code to Update Licensing Procedures and Standards for Private Security Services Licenses.

Leigh Sorensen-yes, Gary Sorensen-yes, Tim Costello-yes, Katherine Rodriguez-yes, Fil Archuleta-yes, Sam Parsons-yes, Alex Lopez-yes.

7 Aye. 0 Nay. Ordinance 07-2022 adopted.

Adopt Ordinance 08-2022 An ordinance amending Chapter 6, Article 6 of the Town of Garden City Municipal Code to Update Dance Hall Licensing Procedures and Standards

Tim Costello moved, and Leigh Sorensen seconded to adopt Ordinance 08-2022 An ordinance amending Chapter 6, Article 6 of the Town of Garden City Municipal Code to Update Dance Hall Licensing Procedures and Standards.

Alex Lopez-yes, Leigh Sorensen-yes, Fil Archuleta-yes, Sam Parsons-yes, Katherine Rodriguez-yes, Tim Costello-yes, Gary Sorensen-yes.

7 Aye. 0 Nay. Ordinance 08-2022 adopted.

Approve CMCA Conference attendance October 18-21 2022

CMCA is hosting a Conference for continuing education for Clerk's Certification. Cheryl would like to attend the Conference in Canon City in October. The Board discussed the benefits of having Cheryl attend to further her education.

Alex Lopez moved, and Katherine Rodriguez seconded to approve the CMCA Conference attendance for October 18-21 2022 for Cheryl Campbell at a cost of \$575 plus lodging.

7 Aye. 0 Nay. Motion carried.

Approve additional Journal Entries for 2021

- a. FY21-00159- Redistribute AR for 2021 year-end
- b. FY21-00160- Correct Capital Improvement Fund AR
- c. FY21-00161- Record Wholesale fees
- d. FY21-00162- Record White Horse Inn portion of alley repairs
- e. FY21-00163, FY21-00164- Correct payroll liabilities
- f. FY21-00165- Record duplicate IRS payment
- g. FY21-00166 and FY21-00167- Record deferred property taxes

These are the last journal entries for 2021 adjustments that were requested per the auditors.

Alex Lopez moved, and Tim Costello seconded to approve FY21-00159 through FY21-00167.

7 Aye. 0 Nay. Motion carried.

Approve Journal Entries for 2022

- a. JE2022-01 Import bank balance from Tyler to QuickBooks
- b. JE2022-02 Import January 15 payroll
- c. JE2022-03 Import Final Salary for prior administrator
- d. JE2022-04 Close CD at Cache Bank and Trust
- e. JE2022-05 Import first payroll from Journey Payroll Service

These are the journal entries so far in 2022 for payroll and closing the CD accounts.

Leigh Sorensen moved, and Sam Parsons seconded to approve JE2022-01 through JE2022-05.

7 Aye. 0 Nay. Motion carried.

Events Update

a. Bootleggin' Update

Officer Brown addressed the Board. The final number of attendees for National Night Out was roughly 100 people with crews and volunteers. For Bootleggin' Days the digital media campaign has hit a snag. The Town will be pushing social media posts and promotions instead of the media company. The opener for Vinnie Montez has been announced as D Kelly, who has been performing comedy for 15 years. Officer Brown advised the Board that the Police Department is prepared for any event, the festival will be a safe and fun environment. He also has a notice going out to local businesses and residents to inform them of the road closures and events happening on the days of the event.

Staff Reports

a. Town Administrator

Cheryl Campbell emailed the year-to-date budget to actual. Most budgets are right where they need to be. Legal is almost at 100% due to some elevated legal issues earlier this year. Revenues are down. For Bootleggin' Days, Friday, August 26th, the Town Hall will be closed.

b. Police Chief

Chief Black advised that Officer Hernandez is completely signed off and will be working a modified schedule through Bootleggin' Days and then will rotate to his permanent shift. The department has adopted a new scheduling system for officers. This will be tested over the next several months with bar traffic and other situations. The Chief found out that the price of patrol cars has gone up. The waitlist he is on for new vehicles did not lock in the price. Per his reports, unknown transient traffic has increased, although the reason is unknown. According to Town Square Media, there will be a credit memo for 2023 for advertising next year's event.

c. Public Works Director

Brett Bloom advised the Board that his foot seems to be healing. He had several helpers Monday and Tuesday to help get the town ready for Bootleggin' Days. He has placed new reflective tape on the basketball hoop at the Community Center but will need to replace it soon. Brett wants to look at the Truck Route Ordinance that was put in place in years passed and would like to update it soon to reflect the present trucking routes.

d. Town Attorney

Mr. Godbold had nothing to report.

Consider Police Chief's annual evaluation and salary increase (May be an executive session)

Sam Parsons moved, and Leigh Sorensen seconded to move into executive session pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402, at subsection (4)(F) to discuss a personnel matter. The particular matter that is to be discussed in the executive session is the annual evaluation of Chief Jeremy Black.

7 Aye. 0 Nay. Motion carried.

The Board went into Executive Session at 6:30PM.

The Mayor ended the Executive Session with the following announcement.

The time is now 7:35PM, and the executive session has been concluded. The participants in the executive session were Trustees Tim Costello, Alex Lopez, Leigh Sorensen, Katherine Rodriguez, Sam

Parsons, Gary Sorensen and myself, Mayor Fil Archuleta. Also present were Attorney James Godbold, Police Chief Jeremy Black, and Town Administrator Cheryl Campbell. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Seeing none, the next agenda item is.....

Tim Costello moved, and Katherine Rodriguez seconded to approve salary increase for the Police Chief to \$100,000 including holidays.

7 Aye. 0 Nay. Motion carried.

Other Board Issues

The Police Chief's plan for future operations of the GCPD is due in 60 days and may need a work session to discuss. The City of Evans is hosting the CML Fall District Meeting on Thursday September 29, 2022. Mayor Fil Archuleta, Trustee Alex Lopez, Trustee Katherine Rodriguez and Town Administrator Cheryl Campbell will be attending.

Announcements

- a. Bootleggin' Days is August 26 and 27
- b. CML Fall District Meeting is in Evans at the Riverside Library on Thursday, September 29 at 4PM Cost is \$25. Must RSVP by August 16.

Adjourn

Since there was no further business Sam Parsons moved, and Tim Costello seconded to adjourn the meeting.

7 Aye. 0 Nay. Motion carried.

Mayor Fil Archuleta adjourned the meeting at 7:40PM.

By _____