

Town of Garden City Minutes

October 4, 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; Police Chief Jeremy Black; Deputy Town Clerk Lindsay Shoemaker; Public Works Director Brett Bloom; Town Attorney James Godbold. Also present were Christie Malnati and Colleen Callahan from Friends of a Woman's Place.

Consent Agenda

- a. Approve Minutes from September 20, 2022 Regular Meeting
- b. Approve Paid Bills
- c. Approve Bills To Be Paid
- d. Approve J&T Consulting Inc. invoice for 2022 Streets Rehabilitation Design Project in the amount of \$3,082.20
- e. Approve US Night Vision invoice for Officer Bacon's SWAT gear in the amount of \$3,380.00
- f. Approve Fuzion Field Services LLC invoice for Bootleggin' Days in the amount of \$3,690.50

Alex Lopez moved, and Leigh Sorensen seconded to approve the Consent Agenda items a.-f.
7 Aye. 0 Nay. Motion carried.

Public Not on the Agenda Invited to be heard

There was none.

Presentation by A Woman's Place

Christie Malnati and Colleen Callahan, Board Members from Friends of A Woman's Place, addressed the Board. A Woman's Place is the only domestic violence shelter in Weld County for men, women, and children. Staff provides counseling and legal advocacy. The House meets occupancy regularly and some guests have been sent to the Fort Collins House. Friends of a Woman's Place are hosting a gala in honor of Celebrating Women. All proceeds donated go to the House except for the minimum to pay the expenses of the gala. They have asked the Board for both a donation and participation in the Annual Membership Campaign.

Alex Lopez moved, and Tim Costello seconded to approve a donation to Friends of a Woman's Place in the amount of \$250 from the Town and approve the Garden City Police Department's matching donation of \$250.

7 Aye. 0 Nay. Motion carried.

Tim Costello moved, and Leigh Sorensen seconded to participate in the Domestic Violence Awareness Campaign.

7 Aye. 0 Nay. Motion carried.

Residential Revitalization Grant Final Review and Payment for Eliseo Lopez 614 27th Street Road in the amount of \$3,000

Alex Lopez and Katherine Rodriguez recused themselves from this item.

This is the final review and payment for the Residential Revitalization Grant for Eliseo Lopez. The grant was approved at the July 19, 2022 regular meeting. All required documentation has been provided.

Gary Sorensen moved, and Tim Costello seconded to approve the final review and payment for the residential revitalization grant for Eliseo Lopez 614 27th Street Road in the amount of \$3,000.
5 Aye. 0 Nay. Motion carried.

Presentation of the Proposed 2023 Budget by Town Administrator

Cheryl Campbell led the discussion for the 2023 Proposed Budget. After the PD budget session, two pieces of equipment were added to this year's estimated expenditures for the police department amounting to \$6,000. There is an ARPA Grant (American Rescue Plan Act) that the Town received that was not budgeted for in 2022. The auditors advised to budget the grant revenue and expenditures in 2023. Cheryl is suggesting the Town use it for a Community Center Enhancement Project which will include the awning that was planned for along with a new fence, window work and painting work. This would allow the \$10,000 in the Community Center budget for improvements to be moved to Events for the Kid's Carnival next year. Mosquito control was removed from the 2023 budget. Public Works Director Brett Bloom advised when he worked with another municipality, they stopped it for one summer and then brought back the next due to overwhelming negative results.

Schedule 2023 Budget Hearing

Leigh Sorensen moved, and Tim Costello seconded to schedule the 2023 Budget Hearing during the regular meeting November 15, 2022.
7 Aye. 0 Nay. Motion carried.

Adopt Ordinance 09-2022 An Ordinance Amending Chapter 11, Article 8 Of The Town Of Garden City Municipal Code To Authorize Residential Revitalization Grant Funds For Security Systems

Sam Parsons moved, and Tim Costello seconded to adopt Ordinance 09-2022 An Ordinance Amending Chapter 11, Article 8 Of The Town Of Garden City Municipal Code To Authorize Residential Revitalization Grant Funds For Security Systems.

Gary Sorensen, yes. Alex Lopez, yes. Fil Archuleta, yes. Leigh Sorensen, yes. Tim Costello, yes. Sam Parsons, yes. Katherine Rodriguez, yes
7 Aye. 0 Nay. Ordinance 09-2022 adopted.

Adopt Ordinance 10-2022 An Ordinance Amending Chapter 11, Article 7 Of The Town Of Garden City Municipal Code To Authorize Commercial Revitalization Grant Funds For Security Systems

Tim Costello moved, and Katherine Rodriguez seconded to adopt Ordinance 10-2022 An Ordinance Amending Chapter 11, Article 7 Of The Town Of Garden City Municipal Code To Authorize Commercial Revitalization Grant Funds For Security Systems.

Alex Lopez, yes. Katherine Rodriguez, yes. Sam Parsons, yes. Leigh Sorensen, yes. Fil Archuleta, yes. Tim Costello, yes. Gary Sorensen, yes.
7 Aye. 0 Nay. Ordinance 10-2022 adopted.

Consider Historical Document Preservation

Cheryl led the discussion. There are multiple boxes of historical documents that need to be scanned and digitally stored. There is a local company in Fort Collins that may be able to help with the task. The project was budgeted for 2022.

Leigh Sorensen moved, and Tim Costello seconded to approve the project, begin the project in the 2022 budget and approve the removal of the documents from the Town Hall.

7 Aye. 0 Nay. Motion carried.

Consider GoPlay Parks & Playgrounds Proposals for the playground surfacing repairs

Brett Bloom contacted GoPlay Parks and Playgrounds to assess the Town's playground surface. It is 11 years old, and the outer perimeter of the poured surface is starting to erode. There were two proposals provided. One for a repair of a small perimeter of space around the outer edge. The other is a complete overlay of the poured surface for the playground.

Tim Costello moved, and Sam Parsons seconded to approve the complete overlay repair proposal from GoPlay Parks and Playgrounds in the amount of \$10,655.

7 Aye. 0 Nay. Motion carried.

Consider 2023 Town Hall Holiday Closure Dates

Gary Sorensen moved, and Tim Costello seconded to approve the 2023 Town Hall Holiday Closure Dates.

7 Aye. 0 Nay. Motion carried.

Approve Town Administrator Salary Increase

As discussed at the previous budget meeting, the Board came to an agreement to raise the Town Administrator's salary to \$105,000.

Gary Sorensen moved, and Sam Parsons seconded to approve the Town Administrator's Salary Increase to \$105,000.

7 Aye. 0 Nay. Motion carried.

Approve attendance to the Weld County Town and County Meeting for the Board and payment for Town Staff who would like to attend

The Weld County Town and County meeting/dinner is on October 27th at 6PM. The County is providing dinner for elected officials and charging a small fee for staff members who would like to attend.

Sam Parsons moved, and Tim Costello seconded to approve attendance for the Board and payment for any town staff who wants to attend.

7 Aye. 0 Nay. Motion carried.

Staff Reports

a. Town Administrator

Cheryl will be out of the office starting Thursday. She will be available by phone. The Budget to Actual will be emailed tomorrow. Expenses are up 102% and revenues are 95% compared to 2021. There has been some improvement from last month.

b. Police Chief

Chief Black advised the Board that he damaged his patrol car. The Police Department received the Body Worn Camera Grant from the State and the Town was reimbursed \$8,000. He will be applying for a Covid Grant for the Court Community Center Retrofit. Staff went to Central Square Training yesterday. Central Square is the new Police and Records software that will go live on November 1st. Chief and Officer Bacon completed a Legal Update this week. Chief Black recognized Officer Brown for taking the reins when he was out of town. Brown did a very good job. The Chevy Impala will be donated to Aims Community College. There are some IT upgrades that are going into effect soon. The Chief has been working on organization within the department, including creating mail boxes for every officer for a more streamline process of managing paperwork. Calls for service are increasing. There were 325 calls for service, putting the estimated per year number at 2860.

c. Public Works Director

Brett advised that the fence on the East side of the building has been sealed. The dumpsters will be here November 3rd for the fall clean-up days. He figured out if the Community Center Parking lot was to be striped for parking, there would only be room for nine spaces legally. This will be addressed again at a future meeting.

d. Town Attorney

Mr. Godbold will be working to set up a meeting with Judge Stewart and Cheryl to discuss the municipal traffic code and what changes are to be made. He is also leaving his current law firm and opening his own firm and will still be able to serve the town.

Other Board Issues

Cheryl advised the Board that the staff has been assigned different pieces of the Community Center Retrofit grant application process and we will be submitting that as soon as possible. If the grant is awarded to the town, the Board will have final approval. The green bags from Bootleggin' Days will be donated to the VFW for their event next year. Next meeting Stifel will be in attendance. North Range Behavioral Health will be renting the Community Center for a mental health seminar on Friday, October 21 from 11-2pm. For the next meeting, Cheryl will be at a conference and will attend the meeting via phone. Picasso and Wine will be October 22nd at 6PM. Some people who rent the Community Center are not sweeping or mopping and are leaving trash on the ground. The option for a cleaning fee, and possibly an increase in rental fee will be discussed at a later meeting.

Announcements

- a. Cheryl Campbell will be out of the office from October 6-14
- b. Weld County's Annual Town and County Meeting/Dinner is Thursday, October 27th at 6PM. If you want to attend, please advise town staff by the next regular meeting, October 18

Adjourn

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

7 Aye. 0 Nay. Motion carried.

Mayor Fil Archuleta adjourned the meeting at 7:18PM

By_____