



Board of Trustees Regular Meeting Minutes

October 15, 2024 at 5:30 PM

Town Hall - 621 27th Street Road, Garden City, CO 80631

Mayor Fil Archuleta and trustees Alex Lopez, Katherine Rodriguez, Sam Parsons were present. Staff present: Town Administrator Cheryl Campbell, Deputy Clerk Lindsay Shoemaker, Public Works Director Brett Bloom, Police Sgt. Amick, and Town Attorney Amy C. Penfold. Rebecca Moreau was present. Scott Aragon from American Steel was present. Tyler Kaul and Josh Davis from Fransen Pittmann and Garrett Burrell, Nick Rosenbeck and Kenny Wagner from Mark Young were present.

The Board will consider and may act on the following items:

1. Call to Order

2. Roll Call

3. Consent Agenda

- a. Approve Minutes from October 1, 2024 Regular Meeting
- b. Approve Treasurer's Report from September 2024
- c. Approve Bills Paid
- d. Approve Bills to be Paid

Motion made to approve the Consent Agenda items a. -d. by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons.

4. Public Not on the Agenda Invited to be Heard

5. Consider letter of interest for Town of Garden City Board of Trustees' Vacancy by Rebecca Moreau

- a. Letter of Interest

Motion made to appoint Rebecca Moreau to the Board of Trustees vacancy by Trustee Lopez, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons

4 Aye. 0 Nay. Motion carried.

Rebecca Moreau was sworn in at 5:35pm.

6. American Steel Grant Applications

- a. Commercial Revitalization Grant Application in the amount of \$2,780.61

Scott Aragon represented American Steel.

Motion made to approve the Commercial Revitalization Grant Application in the amount of \$2,780.61 by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

- b. Consider Fence Grant Application in the amount of \$3,000.00

Mr. Aragon remained at the podium for this item.

Motion made to approve the Fence Grant Application in the amount of \$3,000.00 by Trustee Parsons, Seconded by Trustee Lopez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

7. Fransen Pittmann Presentation

Tyler Kaul and Josh Davis from Fransen Pittmann introduced themselves, their brand and recent projects to the Board.

No action was taken.

8. Mark Young Presentation

Garrett Burrell, Nick Rosenbeck and Kenny Wagner introduced themselves, their company and recent projects to the Board.

No action was taken.

- a. Mark Young Powerpoint PDF

9. Hauser Architect A/E Design Fee Proposal

Police Chief Jeremy Black reintroduced Hauser Architect to the Board as the first architect to build out plans for the police department.

No action was taken.

- a. Garden City Police Building Remodel & Addition - Design Narrative
- b. Garden City Police Building Remodel & Addition - Site & Structural Scope
- c. Garden City Police Building Remodel & Addition - Design Fees

10. Consider Build West Construction LLC proposal for addition to the shop

- a. Build West Proposal

Motion made to approve the Build West Construction LLC proposal for the addition to the shop in the amount of \$62,439.00 by Trustee Lopez, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

11. Approve Master Agreement from Olsson for maintenance on flashing beacons

- a. Olsson Master Agreement Work Order

Motion made to approve the Olsson Master Agreement Work Order #1 in the amount of \$2,230.00 by Trustee Parsons, Seconded by Trustee Lopez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

12. 2025 Budget Presentation

- a. Proposed Budget Presentation

Town Administrator Cheryl Campbell presented the proposed budget to the Board.

- b. Schedule 2025 Budget Hearing for November 19th at 5:30pm

Motion made to schedule 2025 Budget Hearing for November 19th, 2024 at 5:30pm by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

13. Approve Finance Director Position

Motion made to approve the Finance Director Position by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

14. Approve Letter of Intent to Participate in the Weld County Multi-Jurisdictional Hazard Mitigation Plan

- a. HMP Letter of Intent

Motion made to approve the Letter of Intent to Participate in the Weld County Multi-Jurisdictional Hazard Mitigation Plan by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

5 Aye. 0 Nay. Motion carried.

15. Adopt Ordinance 06-2024 An Ordinance Of The Town Of Garden City Amending Article 8, Chapter 10 Of The Garden City Municipal Code Pertaining To Firearms On Town Property

- a. Ordinance 06-2024

Alex Lopez, yes. Sam Parsons, yes, Fil Archuleta, yes. Katherine Rodriguez, yes. Rebecca Moreau, yes.

5 aye. 0 nay. Ordinance 06-2024 adopted.

16. Staff Reports

- a. Town Administrator

Our new Administrative Assistant will start next week. The police department will be delivering a letter to Trent Johnson that the Board would like him to attend a meeting.

- b. Police Chief

Vehicle 310 was hit by a dui driver last week. No one was injured. The vehicle is getting fixed and should be finished by the weekend. The Police Technician position will be filled soon. The homeless shelter is not open yet, this is weather dependent. Aims Community College has invited the police department back to continue that relationship.

- c. Public Works Director

Enviropest was called out to the Community Center and the shop to mitigate a spider problem. Brett will have a firm number for the Community Gardens next meeting.

d. Town Attorney

Ms. Penfold advised the Board of a few changes. The alcohol take-out rule has been extended indefinitely. There are also new options for marijuana and alcohol licensing, there are options for a two year license. The Board wants to keep the licenses at one year. The Board wants to continue to have public hearings for new alcohol licenses as well.

17. Other Board Issues

The Board decided to set a work session for October 29th at 5:30pm.

Staff will follow up on the Allo franchise agreement.

There is a house that has chickens and they are not being kept in their property. Public Works will investigate.

18. Announcements

a. The Town and County Dinner is Wednesday October 30th at 6:00PM

b. Clean up days is November 1st-3rd

19. Adjourn

Motion made to adjourn the meeting by Trustee Parsons, Seconded by Trustee Rodriguez. Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau.

Since there was no further business, Mayor Fil Archuleta adjourned the meeting at 7:27pm.