



## **Board of Trustees Regular Meeting Minutes**

**February 04, 2025 at 5:30 PM**

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

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Mayor Fil Archuleta and trustees Alex Lopez, Leigh Sorensen, Rebecca Moreau, Katherine Rodriguez, Sam Parsons, and Gary Sorensen were present. Staff present: Town Administrator Cheryl Campbell, Deputy Clerk Lindsay Shoemaker, Police Chief Jeremy Black, Public Works Director Brett Bloom and Town Attorney Amy Penfold. Sergeant Ken Amick was present. Luz Estela Tarin from Taqueria Rancho Alegre was present. Maria Cardenas was present.

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

**1. Call to Order**

**2. Roll Call**

**3. Swear in Maria Cardenas as Finance Clerk**

Maria Cardenas was sworn in as Finance Clerk. A short recess was taken.

Mayor Archuleta resumed the meeting at 5:37 p.m.

**4. Consent Agenda**

- a. Approve Minutes from January 21, 2025 Regular Meeting
- b. Approve Bills Paid
- c. Approve Bills to be Paid
- d. Approve Lexipol invoice in the amount of \$4,148.59
- e. Approve Hauser Architecture invoice in the amount of \$4,863.50
- f. Approve Cheryl Campbell PTO request for April 12th and 14th-18th 2025

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

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**5. Public Not on the Agenda Invited to be Heard**

There was none.

**6. Consider Proposal for Professional Accounting Services from Green & Associates, LLC**

**a. Proposal**

Motion made to approve the Proposal for Professional Accounting Services from Green & Associates, LLC by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**7. Liquor Licensing**

- a. Luz Estela Tarin DBA Taqueria Rancho Alegre Hotel and Restaurant Liquor License Renewal

Luz Tarin represented Rancho Alegre.

Motion made to approve Luz Estela Tarin DBA Taqueria Rancho Alegre Hotel and Restaurant Liquor License Renewal by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**8. Approve Finance Clerk Job Description**

- a. Finance Clerk job description

Motion made to approve the Finance Clerk job description by Trustee Moreau, Seconded by Trustee Leigh Sorensen.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**9. Approve Signature Card from First Farm Bank**

Motion made to approve the Signature Card from First Farm bank by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**10. Approve donation of bus stop to District 6**

The bus shelter was purchased in 2013 for \$9,700.00. District 6 will come and remove the shelter. The logo will not be removed.

Motion made to approve donation of the bus stop to District 6 and remove it from the depreciation schedule by Trustee Leigh Sorensen, Seconded by Trustee Moreau.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**11. Weld County Regional Communications Contract for Services**

- a. Approve Weld County Communications contract in the amount of \$24,054.00

Motion made to approve the Weld County Communications contract in the amount of \$24,054.00 by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

**12. Contracts for Bootleggin' Days**

- a. Approve Wild Nights band contract in the amount of \$1,000.00

Motion made to approve the Wild Nights band contract in the amount of \$1,000.00 by Trustee Leigh Sorensen, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- b. Approve Strange Brew band quote in the amount of \$1,000.00

Motion made to approve the Strange Brew band quote in the amount of \$1,000.00 by Trustee Moreau, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- c. Approve Poquito Maz contract in the amount of \$1,200.00

Motion made to approve the Poquito Maz contract in the amount of \$1,000.00 by Trustee Leigh Sorensen, Seconded by Trustee Moreau.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- d. Approve Triple S Party Rental invoice in the amount of \$3,926.34

Motion made to approve the Triple S Party Rental invoice in the amount of \$3,926.34 by Trustee Parsons, Seconded by Trustee Moreau.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- e. Approve Skinny's Sound and Staging Productions invoice in the amount of \$5,725.00

Motion made to approve Skinny's Sound and Staging Productions invoice in the amount of \$5,725.00 by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

### **13. Community Center agreements**

- a. Updated Non Alcohol agreement

Motion made to approve the updated non alcohol agreement by Trustee Leigh Sorensen, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- b. Alcohol rental agreement

Motion made to postpone the alcohol rental agreement to an indefinite date by Trustee Parsons, Seconded by Trustee Leigh Sorensen.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

- c. Bartender and Security Guard agreement

Motion made to postpone the bartender and security guard agreement to an indefinite date by Trustee Parsons, Seconded by Trustee Leigh Sorensen.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

### **14. Public Hearing Regarding Ordinance 01-2025 An Ordinance To Amend Chapter 16- Land Use and Development Of The Garden City Municipal Code By The Addition Of Article 13 Concerning The Regulation Of Natural Medicine Businesses In The Town Of Garden City, Colorado**

Mayor Archuleta recessed the Regular Meeting at 5:54pm and opened the Public Hearing regarding Ordinance 01-2025 An Ordinance To Amend Chapter 16- Land Use and Development Of The Garden City Municipal Code By The Addition Of Article 13 Concerning The Regulation Of Natural Medicine Businesses In The Town Of Garden City, Colorado.

There was no public comment.

Mayor Archuleta adjourned the Public Hearing at 5:54pm.

**15. Public Hearing Regarding Ordinance 02-2025 An Ordinance Amending Article 4 -Medical Marijuana Establishments, Chapter 16 - Land Use And Development Of The Garden City Municipal Code Regarding Modification Of Premises**

Mayor Archuleta opened the Public Hearing regarding Ordinance 02-2025 An Ordinance Amending Article 4 -Medical Marijuana Establishments, Chapter 16 - Land Use And Development Of The Garden City Municipal Code Regarding Modification Of Premises at 5:55pm.

There was no public comment.

Mayor Archuleta adjourned the Public Hearing at 5:55pm and reopened the Regular Meeting.

**16. Ordinances**

- a. Ordinance 01-2025 An Ordinance To Amend Chapter 16- Land Use and Development Of The Garden City Municipal Code By The Addition Of Article 13 Concerning The Regulation Of Natural Medicine Businesses In The Town Of Garden City, Colorado

Motion made to adopt Ordinance 01-2025 An Ordinance To Amend Chapter 16- Land Use and Development Of The Garden City Municipal Code By The Addition Of Article 13 Concerning The Regulation Of Natural Medicine Businesses In The Town Of Garden City, Colorado by Trustee Parsons, Seconded by Trustee Moreau.

Voting Yay

Trustee Rebecca Moreau

Trustee Gary Sorensen

Mayor Fil Archuleta

Trustee Sam Parsons

Trustee Alex Lopez

Trustee Katherine Rodriguez

Trustee Leigh Sorensen

7 Aye. 0 Nay. Ordinance 01-2025 adopted.

- b. Ordinance 02-2025 An Ordinance Amending Article 4 -Medical Marijuana Establishments, Chapter 16 - Land Use And Development Of The Garden City Municipal Code Regarding Modification Of Premises

Motion made to adopt Ordinance 02-2025 An Ordinance Amending Article 4 -Medical Marijuana Establishments, Chapter 16 - Land Use And Development Of The Garden City Municipal Code Regarding Modification Of Premises by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yay

Trustee Leigh Sorensen

Trustee Katherine Rodriguez

Trustee Rebecca Moreau

Trustee Alex Lopez

Mayor Fil Archuleta

Trustee Gary Sorensen

Trustee Sam Parsons

7 Aye. 0 Nay. Ordinance 02-2025 adopted.

- c. Introduction of Ordinance 04-2025 An Ordinance For The Regulation Of Traffic By The Town Of Garden City, Colorado; Adopting By Reference The 2024 Edition Of The "Model Traffic Code For Colorado"; Repealing All Ordinances In Conflict Therewith; And Providing Penalties For Violations Thereof

This Ordinance was introduced for the record. No action was taken.

**17. Approve Public Hearing regarding Ordinance 04-2025 An Ordinance For The Regulation Of Traffic By The Town Of Garden City, Colorado.**

Motion made to approve Public Hearing regarding Ordinance 04-2025 An Ordinance For The Regulation Of Traffic By The Town Of Garden City, Colorado on March 4th 2025 at 5:30pm by Trustee Moreau, Seconded by Trustee Leigh Sorensen.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

## **18. Staff Reports**

### **a. Town Administrator**

The Commander at the VFW sent an invitation to the Board for Americanism Days on February 23rd at noon. There is a CML workshop on February 20th. The staff conducted interviews for the administrative assistant position and have a candidate in mind. Cheryl asked the Board about the revitalization check for Jerry Griego. She will release the check now and the final review and payment will be on the next agenda.

### **b. Police Chief**

The Police Technician is excelling in his new role. Chief will have a proposal for JustFOIA, a record keeping system, next meeting. Officer Dudley is in phase two of FTO and will most likely be signed off before the end of February. Vehicle 302 was involved in a collision. We were not at fault. It will be fixed by next week. Reports and claims are in the works. Year end stats were below 6,000 calls. Violent crime is below average which is very good. Officer McGarry went to a drug recognition course and passed. He is going to California for another training regarding the drug recognition. The State is going to reimburse the Town for some of the expenses.

### **c. Public Works Director**

Brett has purchased the ADA compliant picnic table. The last item on CIRSA's list is the compliant sidewalk and that will be done when the weather warms up. The materials for the shop are being ordered, no timeline on delivery. The air purifiers were installed last week. He will get the Stumble Monkey contract for Bootleggin' Days for the next agenda. The company for the crossing signal will be here today or tomorrow to fix it. The Community Center east wall is without power. At Your Service Electric will be here tomorrow to fix that and install the yard light over the Community Gardens. Xcel Energy is still on hold waiting for parts for the light poles damaged in the traffic accident on 8th Ave. The 9th Avenue lights are being held up by an easement process. Brett has also been painting the back offices in Town Hall.

### **d. Town Attorney**

Ms. Penfold advised the Board there will be a Drug Paraphernalia ordinance on the next agenda.

## **19. Other Board Issues**

Trustee Lopez thanked Brett and Cheryl for helping with the Community Center booking mishap last weekend. New processes are going into place to reduce the chance of unauthorized parties being in the Community Center.

## **20. Announcements**

a. Town Hall will be closed Monday, February 17th for President's Day

## **21. Adjourn**

Motion made to adjourn the meeting by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

Since there was no further business, Mayor Archuleta adjourned the meeting at 6:25pm.