

## Town of Garden City Minutes

June 7, 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 Waters; Public Works Director Brett Bloom; Police Chief Jeremy Black. Also present were Waylon Johnson and Andrew Brown of the Garden City Police Department.

### Consent Agenda

- a. Approve Minutes from May 17, 2022 Regular Meeting
- b. Approve Paid Bills
- c. Approve Bills To Be Paid

Sam Parsons moved, and Katherine Rodriguez seconded to approve the Consent Agenda, items a. – c. 7 Aye. 0 Nay. Motion carried.

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

There was none.

### Consider IT/IS Trusted Network Services Contract for IT Services

This is a general service only contract with the IT service the Town has been using since last year. The full contract amount is \$2,625, and \$375 monthly through December and will renew on January 1, 2023 if there are no changes by that time. This contract includes 24/7 phone support and onsite support.

Leigh Sorensen moved, and Tim Costello seconded to approve the IT/IS Trusted Network Services for IT Services.

7 Aye. 0 Nay. Motion carried.

### Approve Journal Entries for 2021 Year End

Cheryl Campbell addressed the Board regarding the Journal entries for 2021. The first 11 pages are bank reconciliation entries. Pages 12-16 are department reclassifications, putting incorrectly placed expenditures and revenues in the correct departments and common year end journal entries.

Sam Parsons moved, and Alex Lopez seconded to approve Journal Entries #FY21-00058-#FY21-00157 for 2021 Year End.

7 Aye. 0 Nay. Motion carried.

### Answer "No conflicts to our interest" to Referral Number COZ22-0005

This Weld County Referral refers to a location "South of and adjacent to E.20<sup>th</sup> Street; approximately 0.2 miles east of Cherry Avenue". This has no impact on the town.

Leigh Sorensen moved, and Sam Parsons seconded to answer "No conflicts to our interest" to Referral Number COZ22-0005.

7 Aye. 0 Nay. Motion carried.

### Approve Change in Town Credit Card Signers

The Deputy Clerk should have a credit card for Town business. The Town is only allowed five credit cards from Colorado Credit Union. The Administrator will relinquish hers to the Deputy.

Alex Lopez moved, and Leigh Sorensen seconded to approve Lindsay Waters as a Town credit card signer.

7 Aye. 0 Nay. Motion carried.

#### Approve CMCA Clerks Institutes for Deputy Clerk Lindsay Waters

Cheryl Campbell advised the Board that CMCA Clerks Institute is a hybrid online and in person institute this year. This is year one of three for Lindsay's certification. The cost is \$800 for the in person learning.

Alex Lopez moved, and Tim Costello seconded to approve CMCA Clerks Institute for Deputy Clerk Lindsay Waters in the amount of \$800 plus lodging.

7 Aye. 0 Nay. Motion carried.

#### Collection Services

##### a. Consider Collection Services for delinquent court accounts

Integral Recoveries INC is a collection service that collects what they can, they keep 25% and the Town keeps the remainder. The Town is not collecting delinquent municipal court accounts right now.

##### b. Adopt Resolution NO. 14-2022 A Resolution Approving Collection Services Agreement with Integral Recoveries, INC.

Tim Costello moved, and Leigh Sorensen seconded to Adopt Resolution NO. 14-2022 A Resolution Approving Collection Services Agreement with Integral Recoveries, INC.

Roll Call vote.

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

7 Aye. 0 Nay. Resolution 14-2022 adopted.

#### Payroll Service

##### a. Consider Payroll Service

Mayor Fil Archuleta advised several of his obligations coincide with the current pay schedule. Alex Lopez asked if there could be an advance on the Mayor's checks until he can update his obligations. Cheryl Campbell advised that Journey Payroll would be able to do that, but not permanently.

##### b. Adopt Resolution No. 15-2022 A Resolution Approving Master Services Agreement with Journey Payroll INC. D/B/A Journey Payroll & HR and/or Journey Employer Solutions

Leigh Sorensen moved, and Sam Parsons seconded to adopt Resolution No. 15-2022 A Resolution Approving Master Services Agreement with Journey Payroll INC. D/B/A Journey Payroll & HR and/or Journey Employer Solutions.

Roll Call vote.

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

7 Aye. 0 Nay. Resolution 15-2022 adopted.

#### Bootleggin' Days Update

Officer Brown addressed the Board. He has acquired several radio spots through Time Square Media to promote Bootleggin' Days. There will be a 15-minute interview during the red eye hours. He has also been in contact with their digital media team for targeted ads and social media postings.

American Steel is providing several volunteers for the car show on Saturday of the event. The Town has hired security for the gates. Crabtree and Rule 105 breweries have confirmed their attendance. The Board has requested shirts that say "staff" on the back and shirts for the volunteers.

## Staff Reports

### a. Town Administrator

Cheryl advised the May Budget to Actual has been emailed. The budget is at 40%, which is where the Town should be at this time of year. Legislative and Administrative is over the 40% but not overly so. The auditors are not going to be finished with the audit by July. They have yet to give a date when they can start.

### b. Police Chief

Chief Black addressed the Board about his department's budget. He is over in a few line items, but overall, at 40%. Most of the overages are from items that were ordered last year but weren't received and billed until 2022. There are adjustments to be made. Marco Hernandez will be joining the Garden City Police Department as a full-time officer on June 15, 2022. There were several incidents over the last two weekends, and he said the investigations are ongoing and will be reported when they are completed. He thanked the Board, officers, and the administrative teams for their contributions in the last few weeks with the uptick in major calls.

### c. Public Works Director

Brett has been planting flowers in the planters on 8<sup>th</sup> Avenue the last two weeks. Two of the trees however, were stolen. A new cement curb has been laid where the xeriscaping was done in front of the Town Hall. Brett advised that the cost of asphalt has gone up exponentially since the initial bid for the Streets Project was done earlier this year. Schneiders Paving's bid went up 20%, which is an estimate of possible inflation prices. J2 went up 2.2%. He is getting more information for the next meeting. The Board advised him to only include the streets that need immediate attention.

### d. Town Attorney

Mr. Godbold was not in attendance for this meeting.

## Other Board Issues

Alex Lopez brought up an idea to have one Saturday a month where there is a live band event on 8<sup>th</sup> Avenue to bring more business to the town. Installation of cameras along 8<sup>th</sup> Avenue was also discussed. The Mayor asked if the Town had budget for a Christmas Light Contest this year and it will be discussed closer to the holiday season.

## Announcements

- a. Movie Night is Wednesday, June 15 at 6PM, we are showing Moana.
- b. The next Regular Board meeting will be Monday, June 20 2022 at 5:30.
- c. Fil, Alex, Katherine, and Cheryl will be attending CML from June 21 through June 24.

## Adjourn

Since there was no further business, Sam Parson moved, and Leigh Sorensen seconded to adjourn the meeting.

7 Aye. 0 Nay. Motion carried.

Mayor Fil Archuleta adjourned the meeting at 6:49PM.

by \_\_\_\_\_