



## Board of Trustees Regular Meeting Minutes

February 18, 2025 at 5:30 PM

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

---

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, and Town Attorney Amy Penfold. Police Chief Jeremy Black and Public Works Director Brett Bloom were absent. Israel Alarcon from LivWell was present. Timothy Costello was present. Sergeant Ken Amick was present. Maria Cardenas was present.

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

**1. Call to Order**

**2. Roll Call**

PRESENT

Mayor Fil Archuleta

Trustee Gary Gary Sorensen

Trustee Leigh Leigh Sorensen

Trustee Alex Lopez

Trustee Katherine Rodriguez

Trustee Sam Parsons

Trustee Rebecca Moreau

**3. Swear in Mckenzie Rowland as Administrative Assistant**

**4. Consent Agenda**

a. Approve Minutes from February 4th, 2025 Regular Meeting

b. Approve corrected Treasurer's Report for December 2024

c. Approve Treasurer's Report for January 2025

d. Approve Bills Paid

e. Approve Bills to be Paid

f. Budget to Actual

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

Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, 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. Grants**

- a. Approve 2738 6th Avenue Lane Residential Revitalization Grant Application with Final Review and Payment in the amount of \$188.98  
Trustee Moreau recused herself for the next two items. Trustee Moreau applied for a Residential Revitalization Grant to install security cameras.  
Motion made to approve 2738 6th Avenue Lane Residential Revitalization Grant Application with Final Review and Payment in the amount of \$188.98 by Trustee Lopez, Seconded by Trustee Parsons.  
Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, Trustee Rodriguez, Trustee Parsons  
Voting Abstaining: Trustee Moreau  
6 Aye. 0 Nay. Motion carried.
- b. Approve 2738 6th Avenue Lane Fence Grant Application with final review and payment in the amount of \$431.42  
Trustee Moreau remained recused for this agenda item.  
Trustee Moreau applied for a Fence Grant Application for fence repairs.  
Motion made to approve 2738 6th Avenue Lane Fence Grant Application with final review and payment in the amount of \$431.42 by Trustee Leigh Sorensen, Seconded by Trustee Parsons.  
Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, Trustee Rodriguez, Trustee Parsons  
Voting Abstaining: Trustee Moreau  
6 Aye. 0 Nay. Motion carried.
- c. Approve White Horse Inn 2750 8th Ave Commercial Revitalization Grant Application for Security Cameras Final Review and Payment in the amount of \$903.53  
Motion made to continue White Horse Inn 2750 8th Ave Commercial Revitalization Grant Application for Security Cameras Final Review and Payment in the amount of \$903.53 to the next regular meeting on March 4<sup>th</sup>, 2025 at 5:30pm by Trustee Parsons, Seconded by Trustee Moreau.  
Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau  
7 Aye. 0 Nay. Motion carried.
- d. Approve Residential Revitalization Grant Final Review and Payment from Jerry Griego 2708 7th Avenue Final Review and Payment in the amount of \$233.00  
Motion made to approve Residential Revitalization Grant Final Review and Payment from Jerry Griego 2708 7th Avenue Final Review and Payment in the amount of \$233.00 by Trustee Lopez, Seconded by Trustee Rodriguez.  
Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau  
7 Aye. 0 Nay. Motion carried.

## 7. Marijuana

- a. LivWell I LLC DBA LivWell 2647 8th Ave Unit B Retail Marijuana License RL2647-25 Renewal  
Israel Alarcon addressed the Board.  
Motion made to approve LivWell I LLC DBA LivWell 2647 8th Ave Unit B Retail Marijuana License RL2647-25 Renewal by Trustee Parsons, Seconded by Trustee Rodriguez.  
Voting Yea: Mayor Archuleta, Trustee Gary Sorensen, Trustee Leigh Sorensen, Trustee Lopez, Trustee Rodriguez, Trustee Parsons, Trustee Moreau

7 Aye. 0 Nay. Motion carried.

## **8. Fee Schedule Updates**

### **a. Adopt 2025 Fee Schedule**

Motion made to adopt the 2025 Fee Schedule by Trustee Moreau, Seconded by Trustee Leigh Sorensen.

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

7 Aye. 0 Nay. Motion carried.

## **9. Police Department items**

### **a. Consider JustFOIA Proposal**

Chris Reid, Police Technician, and Sgt. Ken Amick addressed the Board. JustFOIA is a digital records system that will improve the quality of receiving and releasing records.

Motion made to approve the JustFOIA Proposal by Trustee Lopez, Seconded by Trustee Leigh Sorensen.

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

7 Aye. 0 Nay. Motion carried.

### **b. Approve Crash Champions estimate and invoice in the amount of \$8,589.58**

Motion made to approve the Crash Champions estimate and invoice adjusted by CIRSA in the amount of \$8,135.33 by Trustee Parsons, Seconded by Trustee Rodriguez.

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

7 Aye. 0 Nay. Motion carried.

### **c. Approve Garden City Police Department Emergency Management Plan Policy**

Motion made to approve Garden City Police Department Emergency Management Plan Policy by Trustee Lopez, Seconded by Trustee Leigh Sorensen.

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

7 Aye. 0 Nay. Motion carried.

### **d. Approve Garden City Police Department Retiree Concealed Firearms Policy**

Motion made to approve Garden City Police Department Retiree Concealed Firearms Policy by Trustee Parsons, Seconded by Trustee Rodriguez.

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

7 Aye. 0 Nay. Motion carried.

## **10. Employee Handbook Updates**

### **a. Approve Town of Garden City Employee Handbook Updates**

Motion made to approve Town of Garden City Employee Handbook Updates by Trustee Moreau, Seconded by Trustee Leigh Sorensen.

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

7 Aye. 0 Nay. Motion carried.

## 11. Community Center

### a. Approve Community Center Waiver

Motion made to approve the Community Center Waiver by Trustee Lopez, Seconded by Trustee Moreau.

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

7 Aye. 0 Nay. Motion carried.

### b. Approve alcohol rental agreement

Motion made to approve the alcohol rental agreement by Trustee Lopez, Seconded by Trustee Parsons.

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

7 Aye. 0 Nay. Motion carried.

### c. Approve Quality Mixology Services and All Seasons Security Policy

Motion made to approve Quality Mixology Services and All Seasons Security Police by Trustee Parsons, Seconded by Trustee Rodriguez.

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

7 Aye. 0 Nay. Motion carried.

## 12. Bootleggin' Days Update

The Board directed staff to work on a Board tent, door prizes and Bootleggin' Days specific stickers.

## 13. Ordinances

### a. Adopt Ordinance 05-2025 An Ordinance Amending Article 7 - Alcoholic Beverages And Drugs, Division 2 - Drugs, Chapter 10 - General Offenses Of The Garden City Municipal Code Regarding Drug Paraphernalia

Motion made to adopt Ordinance 05-2025 An Ordinance Amending Article 7 - Alcoholic Beverages And Drugs, Division 2 - Drugs, Chapter 10 - General Offenses Of The Garden City Municipal Code Regarding Drug Paraphernalia by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea:

Trustee Katherine Rodriguez

Trustee Sam Parsons

Mayor Fil Archuleta

Trustee Leigh Sorensen

Trustee Gary Sorensen

Trustee Rebecca Moreau

Trustee Alex Lopez

7 Aye. 0 Nay. Ordinance 05-2025 adopted.

## 14. Staff Reports

### a. Town Administrator

Maria has moved into Brett's old office and is now doing all day-to-day duties for finance, including payables and receivables. She is still helping up front too. Kenzie is being trained and will take over dog licenses, building permits and other duties. Allo will be on the next agenda. Maria and Cheryl had a meeting with the CPA and he will be changing some procedures going forward.

b. Police Chief

Sgt Amick gave the Chief's Report. The Police Truck is repaired and back in the fleet. Officer Dudley will be full time in the next week. Office McGarry will be taking his final course for a drug recognition certification. The department is updating policies and looking into grants.

c. Public Works Director

Cheryl gave Brett's Report. Olsson is going to be upgrading the traffic crosswalk lights at no cost to the town.

d. Town Attorney

Ms. Penfold advised the Board of some laws that have passed.

## **15. Other Board Issues**

## **16. Announcements**

- a. Americanism Day is Sunday, February 23rd at noon at the VFW

## **17. Adjourn**

**Motion made to adjourn by Trustee Gary Sorensen and seconded by Trustee Sam Parsons.**

**7 Aye. 0 Nay. Motion carried.**

**Mayor Archuleta adjourned the meeting at 6:55pm.**