Board of Trustees Regular Meeting Agenda

October 01, 2024 at 5:30 PM

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

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 September 17, 2024 Regular Meeting
   b. Approve Bills Paid
   c. Approve Bills to be Paid
   d. Approve Water Rebate payment to Eliseo Lopez in the amount of $324.71
   e. Approve Water Rebate payment to German Batrez in the amount of $301.23
   f. Approve Water Rebate payment to Tammy Malick in the amount of $164.65
   g. Approve Water Rebate payment to Timothy Costello in the amount of $304.55
   h. Approve Water Rebate payment to Theodore Parsons in the amount of $173.94
   i. Approve Water Rebate payment to 9th Ave Apartments in the amount of $400.00
4. **Public Not on the Agenda Invited to be Heard**
5. Accept Trustee Tim Costello letter of resignation
6. **Announce vacant seat on the Town of Garden City Board of Trustees**
7. **Consider Winter Coat Drive 2024**
   a. Options for Winter Coat Drive
8. **2024 Streets Rehabilitation Project**
   a. Approve additional costs of 2024 Street Rehab Project
   b. Approve Schneider Paving LLC invoice for striping in the amount of $17,200.00
   c. Direct staff to prepare a 2024 budget amendment to be adopted in December 2024
9. **Final Community Garden Plan**
   a. Final Plan
10. **Staff Reports**
    a. Town Administrator
    b. Police Chief
    c. Public Works Director
    d. Town Attorney
11. **Other Board Issues**
12. **Announcements**
    a. Town Hall will be closed Monday October 14th for Columbus Day
13. **Adjourn**

Board of Trustees Regular Meeting Minutes

September 17, 2024 at 5:30 PM

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

Mayor Fil Archuleta and trustees Tim Costello, Alex Lopez, Katherine Rodriguez, Sam Parsons, and Gary Sorensen were present. Trustee Leigh Sorensen was absent. Staff present: Town Administrator Cheryl Campbell, Police Chief Jeremy Black, Public Works Director Brett Bloom and Town Attorney Amy C. Penfold.

1. **Call to Order**

   Mayor Fil Archuleta called the meeting to order at 5:30 PM.

2. **Roll Call**
3. **Consent Agenda**
   a. Approve Minutes from September 3, 2024 Regular Meeting
   b. Approve Minutes from September 10, 2024 Special Meeting
   c. Approve Treasurer's Report from August 2024
   d. Approve Bills Paid
   e. Approve Bills to be Paid
   f. Approve J&T Consulting invoice in the amount of $21,762.15

Tim Costello moved and Katherine Rodriguez seconded to approve the consent agenda items a through f. 6 Aye. 0 Nay. Motion carried.

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

There was none.

5. **Consider attendance to the Weld County Town and County Dinner on Wednesday, October 30, 2024**
   a. Invitation

Alex Lopez moved and Tim Costello seconded to approve attendance at the Town County Dinner on October 30, 2024 for three Board members, one staff, and one guest. The cost is $19.00 for one staff and $19.00 for one guest. 6 Aye. 0 Nay. Motion carried.

6. **Discuss plans for Community Gardens**

The Board suggested revisions to the proposed plans. The plan will be on the next agenda.

7. **Approve transfer from ColoTrust to First Farm Bank Operating Account in the amount of $200,000.00**

Tim Costello moved and Katherine Rodriguez seconded to approve a $200,000.00 transfer from ColoTrust Plus to the general operating account at First Farm Bank. 6 Aye. 0 Nay. Motion carried.

8. **Consider 2025 health insurance plans**
   a. Options

Tim Costello moved and Sam Parsons seconded to approve Pubic Sector Health Care Group plans A, B, C, E, and Surest A3000 for 2025. 6 Aye. 0 Nay. Motion carried.

9. CIRSA Insurance Quotes for 2025

a. Approve 2025 Property/Casualty Preliminary Contribution Quotation from CIRSA

Tim Costello moved and Sam Parsons seconded to approve the 2025 Property/Casualty quotation in the amount of $43,243.37. 6 Aye. 0 Nay. Motion carried.

b. Approve 2025 Workers' Compensation Preliminary Contribution Quotation

Tim Costello moved and Sam Parsons seconded to approve the 2025 Workers' Compensation Preliminary Quotation in the amount of $21,913.41. 6 Aye. 0 Nay. Motion carried.

10. Approve increase in monthly health stipend to $800.00 for full-time employees starting January 1, 2025

Tim Costello moved and Sam Parsons seconded to approve an increase in the monthly stipend for health benefits beginning January 1, 2025 to $800.00 per month per eligible employee. 6 Aye. 0 Nay. Motion carried.

11. Approve increase in holiday pay to 10 hours per holiday for all full-time employees who are regularly scheduled to work a 10 hour day starting January 1, 2025

Tim Costello moved and Sam Parsons seconded to increase the holiday pay beginning January 1, 2025 to 10 hours per holiday for all full-time employees who are regularly scheduled to work a 10 hour day. 6 Aye. 0 Nay. Motion carried.

12. Staff Reports

a. Town Administrator

Austin's Steak house is confirmed for December 6, 2024 for the Town Board and employee Christmas Dinner. Lindsay is out this week and will return on Monday September 23rd.

b. Police Chief

The PD is advertising for a full-time staff position for a Police Technician. Brian Jansen's last day is September 26, 2024. The Sgt is on vacation until Thursday September 19th. Chief has been appointed tot he Oversight Committee for the Police Academy at Aims College. Chief reported that former Reserve Officer Tim Boxley passed away yesterday.

c. Public Works Director

Brett talked to Mike Rice at 2760 8th Avenue about the garbage constantly overflowing from the dumpster he provides for his apartments and business rentals to share. He has agreed to either increase the size of the dumpster or increase to two weekly pick-ups if the issue continues.

d. Town Attorney

Amy Penfold gave the Board a further update on the new law regarding carrying weapons in Municipal spaces. The Board directed Amy to write an ordinance opting out of the law to be adopted at a future meeting.

13. Other Board Issues

Alex said the ew door locking mechanism at the Community Center is sticking, Brett will call D & B Lock Works to come back to repair the mechanism. Alex suggested that the Town allow rentals at the Community Center to have alcohol. Cheryl will check with the Stare and neighboring communities to see how this can be accomplished.

14. Announcements

a. Budget Session for all non-police departments, September 24. 2024 at 5:30pm. Dinner will be provided.

b. CML District 2 Meeting is September 18, 2024 at 5PM at the Center for Creativity, 200 Mathews St. Fort Collins

15. Adjourn

Sam Parsons moved and Katherine Rodriguez seconded to adjourn the meeting. 6 Aye. 0 Nay. Motion carried. Mayor Fil Archuleta adjourned the meeting at 6:25 PM.

Town of Garden City - QB2022

Bills Paid

September 12-25, 2024

ACCOUNT	DATE	NUM	VENDOR	AMOUNT
1020 Cash in Checking				
1020 Cash in Checking	09/17/2024	23447	Agfinity, Inc	-$31.24
1020 Cash in Checking	09/17/2024	23448	Amazon Business	-$585.59
1020 Cash in Checking	09/17/2024	23449	Atmos Energy	-$62.89
1020 Cash in Checking	09/17/2024	23450	Cintas	-$308.15
1020 Cash in Checking	09/17/2024	23451	Cintas-1st Aid	-$96.49
1020 Cash in Checking	09/17/2024	23452	City of Greeley	-$815.93
1020 Cash in Checking	09/17/2024	23453	Comcast	-$414.45
1020 Cash in Checking	09/17/2024	23454	D&B Lockworks LLC	-$992.57
1020 Cash in Checking	09/17/2024	23455	Dell	-$1,787.48
1020 Cash in Checking	09/17/2024	23456	Eliseo. Lopez	-$324.71
1020 Cash in Checking	09/17/2024	23457	Fuzion Field Services	-$2,964.38
1020 Cash in Checking	09/17/2024	23458	German Batrez	-$301.23
1020 Cash in Checking	09/17/2024	23459	Globe Life	-$1,319.00
1020 Cash in Checking	09/17/2024	23460	Heidi's White Glove	-$890.00
1020 Cash in Checking	09/17/2024	23461	Kenneth R Roney	-$50.00
1020 Cash in Checking	09/17/2024	23462	Public Sector Health Care Group	-$4,054.48
1020 Cash in Checking	09/17/2024	23463	Sam's Club	-$1,046.07
1020 Cash in Checking	09/17/2024	23464	Stewart Title Company	-$850.00
1020 Cash in Checking	09/17/2024	23465	Tammy Malick	-$164.65
1020 Cash in Checking	09/17/2024	23466	Tatyana 5 Star Dry Cleaner LLC	-$78.21
1020 Cash in Checking	09/17/2024	23468	Timothy Costello	-$304.55
1020 Cash in Checking	09/17/2024	23469	Theodore Parsons	-$173.94
1020 Cash in Checking	09/25/2024	23470	Brian Jansen	-$1,644.70
1020 Cash in Checking	09/25/2024	23471	Filbert Archuleta	-$618.75
1020 Cash in Checking	09/25/2024	23472	Weld County Bears	-$250.00
1020 Cash in Checking	09/13/2024	EFT	Payroll	-$26,715.02
1020 Cash in Checking	09/13/2024	EFT	ADP	-$130.15
1020 Cash in Checking	09/13/2024	EFT	ADP	-$127.04
1020 Cash in Checking	09/13/2024	EFT	United States Treasury	-$5,783.53
1020 Cash in Checking	09/13/2024	EFT	Colorado Department of Revenue	-$1,673.74
1020 Cash in Checking	09/13/2024	EFT	Mission Square	-$3,532.84
1020 Cash in Checking	09/13/2024	EFT	Fire & Police Pension Association	-$4,010.05
1020 Cash in Checking	09/13/2024	EFT	Fidelity HSA	-$51.05
1020 Cash in Checking	09/19/2024	EFT	Card Services	-$1,900.36
1020 Cash in Checking	09/19/2024	EFT	Card Services	-$281.77
1020 Cash in Checking	09/19/2024	EFT	Card Services	-$20.18
1020 Cash in Checking	09/19/2024	EFT	Card Services	-$582.54
1020 Cash in Checking	09/19/2024	EFT	Card Services	-$430.00
1020 Cash in Checking	09/15/2024	EFT	Quiktrip	-$1,050.11
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$276.24
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$80.69
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$102.38
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$355.47
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$967.55
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$283.86
1020 Cash in Checking	09/25/2024	EFT	Xcel Energy	-$22.58
Total for 1020 Cash in Checking				**-$68,506.61**

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ACCOUNT	DATE	NUM	VENDOR	
	09/17/2024	23467	Theodore Parsons	$0.00
Total for --				**$0.00**
				-$68,506.61

Town of Garden City - QB2022

Bills to be Paid

September 26, 2024

ACCOUNT	DATE	NUM	VENDOR	AMOUNT
1020 Cash in Checking				
1020 Cash in Checking	09/26/2024	23473	Behrtec LLC	-$1,522.50
1020 Cash in Checking	09/26/2024	23474	Bratton's Office Equipment	-$141.96
1020 Cash in Checking	09/26/2024	23475	Cintas	-$65.92
1020 Cash in Checking	09/26/2024	23476	Cintas-1st Aid	-$41.03
1020 Cash in Checking	09/26/2024	23477	Greeley Furnace Company	-$157.00
1020 Cash in Checking	09/26/2024	23478	Home Depot Credit Services	-$208.86
1020 Cash in Checking	09/26/2024	23479	Interprenet	-$7.52
1020 Cash in Checking	09/26/2024	23480	Joseph Bodine	-$2,450.00
1020 Cash in Checking	09/26/2024	23481	Kenneth R Roney	-$50.00
1020 Cash in Checking	09/26/2024	23482	New Jersey Family Support Payment Center	-$55.41
1020 Cash in Checking	09/26/2024	23483	Tatyana 5 Star Dry Cleaner LLC	-$43.96
1020 Cash in Checking	09/26/2024	23484	Weld County Sheriff's Office	-$115.74
Total for 1020 Cash in Checking				**-$4,859.90**
				-$4,859.90

BLU

2024 BLUSOURCE Coat Packages

Unmatched Quality | Premium Comfort | Thoughtful Design

$191.40
Child Assortment Size 2 to 4
Cases of 12 | $15.95 ea.
- 4 Size 2
- 4 Size 3
- 4 Size 4

Combo 1
Pink, Purple, Periwinkle, Teal
Combo 2
Green, Black w Pink, Black w Olive, Gray
Combo 3
Bright Blue, Maroon, Blue, Green

$191.40
Child Assortment Size 5 to 7
Cases of 12 | $15.95 ea.
- 4 Size 5
- 4 Size 6
- 4 Size 7

Combo 1
Pink, Purple, Periwinkle, Dark Green
Combo 2
Pink, Dark Green, Black w Coral, Teal
Combo 3
Black, Navy, Gray, Maroon

$191.40
Child Assortment Size 8 to 12
Cases of 12 | $15.95 ea.
- 4 Size 8
- 4 Size 10
- 4 Size 12

Combo 1
Pink, Purple, Periwinkle, Teal
Combo 2
Green, Black w Pink, Black w Olive, Gray
Combo 3
Bright Blue, Maroon, Blue, Green

$191.40
Child Assortment Size 14 to 18
Cases of 12 | $15.95 ea.
- 4 Size 14
- 4 Size 16
- 4 Size 18

Combo 1
Pink, Purple, Periwinkle, Dark Green
Combo 2
Pink, Dark Green, Black w Coral, Teal
Combo 3
Black, Navy, Gray, Maroon

$113.70
Adult Assortment Sizes S to L
Cases of 6 | $18.95 ea.
- 2 Size Small
- 2 Size Medium
- 2 Size Large

Combo 1
Black & Olive
Combo 2
Navy & Maroon
Combo 3
Dark Green & Gray

$119.70
Adult Assortment Sizes XL to XXL
Cases of 6 | $19.95 ea.
- 3 Size XL
- 3 Size XXL

Combo 1
Black & Olive
Combo 2
Navy & Maroon
Combo 3
Dark Green & Gray

$119.70
Adult Assortment Sizes 3XL to 4XL
Cases of 6 | $19.95 ea.
- 3 Size 3XL
- 3 Size 4XL

Single Color Only
Black

SCHNEIDER PAVING LLC

INVOICE #4586 DATE: 9-18-2024

25530 CR 62 ½ Office: 970-350-0151
Greeley, Co. 80631 Direct: 970-396-1535
Stephanie@SchneiderPaving.com

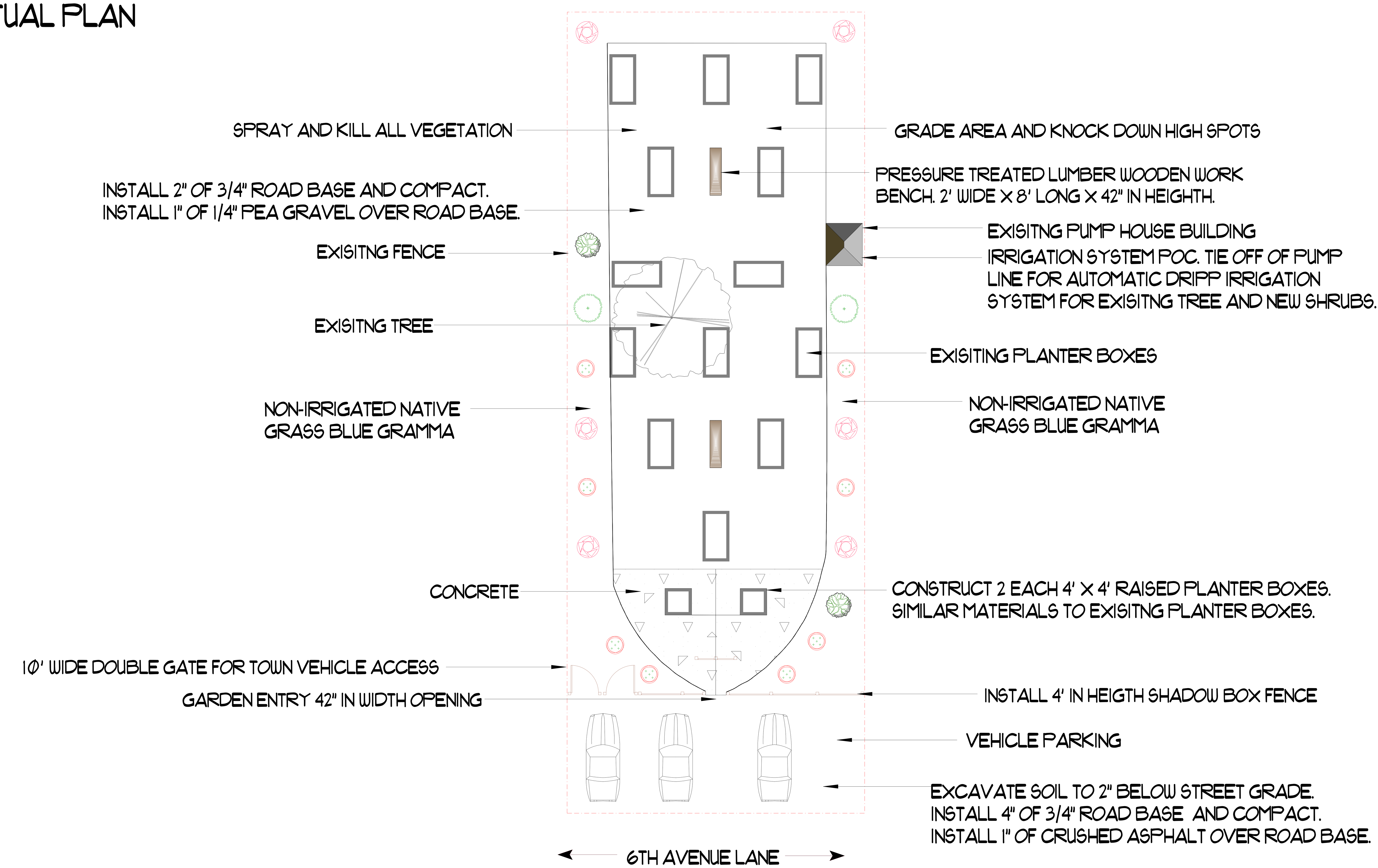
Town of Garden City Attn: Brett
321 27th Street Rd. 970-351-0041
Greeley, Co. 80631
brett@townofgardencity.com

Removal of red hatching and emergency parking stencils. Stripe roads and install thermoplastic stop bars. Includes two mobilization fees.

Total: $17,200.00

TOWN OF GARDEN CITY COMMUNITY GARDENS

CONCEPTUAL PLAN



PARADISE LANDSCAPE MANAGEMENT

PLAN DRAWN FOR:
THE TOWN OF GARDEN CITY
2725 6TH AVNEUE LANE
GARDEN CITY, COLORADO.

PLAN OWNER AND DRAWN BY:
ROB SCARZELLO OF:
PARADISE LANDSCAPE MANAGEMENT
GREELEY, COLORADO.
DO NOT EXECUTE PLAN OR COPY IN WHOLE OR PART WITHOUT WRITTEN PERMISSION OF PLAN OWNER AND FINANCIAL COMPENSATION.

THIS PLAN SUPERSEDS ALL PRIOR PLANS DRAWN AND ESTIMATED COSTS ARE BASED ON THE MOST CURRENT PLANS TO DATE.

SCALE:

1" = 10' WHEN PRINTED
ON 24" X 36" DRAFT PAPER
NOT TO SCALE

NORTH

LEGEND

COMMON NAME	QTY
SHRUB, DECIDUOUS	
BUTTERFLY BUSH	2
POTENTILLA, GOLD DROP	8
RUSSIAN SAGE 2	6
SUMAC, ROCKY MTN.	2

Revision #:	Scale:	Landscape Plan: G-3	Landscape Design by: Robert Scarzello
Date: 9/24/2024	1" = 10'	TOWN OF GARDEN CITY	Paradise Landscape Management