



**Board of Trustees Regular Meeting Agenda**  
**July 16, 2024 at 5:30 PM**  
**Town Hall - 621 27th Street Road, Garden City, CO 80631**

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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 July 2, 2024 Regular Meeting
  - b. Approve Treasurer's Report from June 2024
  - c. Approve Bills Paid
  - d. Approve Bills to be Paid
  - e. Approve Anderson & Whitney invoice in the amount of \$11,200 for the 2023 Audit
  - f. Approve Rush Management invoice in the amount of \$3,280.00 for street cleaning
  - g. Approve LEC Construction, LLC invoice in the amount of \$4,000.00 for the Community Center light poles
  - h. Approve At Your Service Electric invoice in the amount of \$3,346.70
4. **Public Not on the Agenda Invited to be Heard**
5. **Marijuana**
  - a. LivWell I LLC DBA LivWell Medical Marijuana Store License Renewal
6. **Grants**
  - a. Final Review and Payment of BNK REI LLC Pavement Grant Application in the amount of \$3,287.50
7. **Legislative Update**
8. **Guadalupe Donation Approval**
9. **Resolutions**
  - a. Resolution 12-2024 A Resolution Appointing Alternate Municipal Judge
  - b. Resolution 13-2024 A Resolution Appointing Cheryl Campbell As Town Administrator And Town Clerk Pursuant To CRS 31-4-304
10. **Approve Special meeting for Audit Report**
11. **Staff Reports**
  - a. Town Administrator
  - b. Police Chief
  - c. Public Works Director
  - d. Town Attorney
12. **Personnel Issues – May be an executive session**
  - a. Jeremy Black- Annual evaluation
  - b. Cheryl Campbell- Annual evaluation
13. **Other Board Issues**
14. **Announcements**
  - a. The next Regular Board Meeting is Monday, August 5 at 5:30pm
  - b. National Night Out is Tuesday, August 6 at 5pm
  - c. Evans Chamber of Commerce BAH Red Wing Shoes, 3133 W 10th St, July 18 5pm-7pm

- d. Evans Chamber of Commerce NOCO Connections & Coffee, 931 16th St, July 23, 9am-10:30am
- e. Evans Chamber of Commerce BBH ENT Credit Union, 4735 W 25th St, July 24 7:30am-9:00am

**15. Adjourn**



**Board of Trustees Regular Meeting Minutes**  
 July 02, 2024 at 5:30 PM  
 Town Hall - 621 27th Street Road, Garden City, CO 80631

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Mayor Fil Archuleta and trustees Tim Costello, Alex Lopez, Trustee Leigh Sorensen, and Gary Sorensen were present. Trustees Katherine Rodriguez and Sam Parsons were absent. Staff present: Town Administrator Cheryl Campbell; Deputy Clerk Lindsay Shoemaker; Police Chief Jeremy Black; Public Works Director Brett Bloom and Town Attorney Amy C. Penfold. Robert Beiersdorf from Allo was present. Blake Pruett was present from 2626 8<sup>th</sup> Avenue.

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

**Consent Agenda**

- a. Approve Minutes from June 17, 2024 Regular Meeting
- b. Approve Bills Paid
- c. Approve Bills to be Paid

Tim Costello moved, and Leigh Sorensen seconded to approve the Consent Agenda items a.-c.  
 5 Aye. 0 Nay. Motion carried.

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

Cheryl Campbell presented Mayor Fil Archuleta with the CML Graduate Award.

**Bob Beiersdorf from Allo**

Bob Beiersdorf gave a short presentation about the benefits that Allo Fiber Optic Internet can offer the town.

**Community Gardens improvements**

- a. Consider Earth Green Fence Products quote

This is the invoice for a fence at the back of the Community Gardens property and along the side to provide some privacy to the neighbors.

Tim Costello moved, and Alex Lopez seconded to approve the Community Gardens fence quote from Earth Green Fence Products quote in the amount of \$17,954.30.

5 Aye. 0 Nay. Motion carried.

- b. Consider At Your Service Electric bid for well electricity

This service will connect the electricity from the shed in the rear of town hall and go up and over to the well and pump to provide proper electricity.

Tim Costello moved, and Alex Lopez seconded to approve the At Your Service Electric bid for the well electricity in the amount of \$3,720.00.

5 Aye. 0 Nay. Motion carried.

- c. Approve Quality Well and Pump quote for pressurized pump

The well is producing too much amperage than is allowed. Brett advised the Board that Quality Well and Pump will go in and install a pressurized pump that is safer and more accurate to the standard 10 gallons per minute.

Tim Costello moved, and Gary Sorensen seconded to approve the Quality Well and Pump quote for a pressurized pump for the Community Gardens in the amount of \$5,635.77.

5 Aye. 0 Nay. Motion carried.

**Schedule Board Goals work session for 2024-2026 term**

Tim Costello moved, and Leigh Sorensen seconded to schedule a Board Goals work session for the 2024-2026 term for Tuesday, July 9th at 5:30pm.

5 Aye. 0 Nay. Motion carried.

**Schedule Board Goals with Employer's Council**

Employer's Council has requested a work session for Wednesday, July 31st at 5:30pm.

Leigh Sorensen moved, and Tim Costello seconded to schedule a work session with Employer's Council on Wednesday, July 31st at 5:30pm.

5 Aye. 0 Nay. Motion carried.

**Update Colorado Open Records Act town policy**

- a. Colorado Open Records Act town policy

Tim Costello moved, and Alex Lopez seconded to approve the Colorado Open Records Act Policy for the Town of Garden City.

5 Aye. 0 Nay. Motion carried.

**Appoint Tom Grant as alternate Municipal Judge**

Leigh Sorensen moved, and Tim Costello seconded to appoint Tom Grant as alternate Municipal Judge.

5 Aye. 0 Nay. Motion carried.

**2024 Street Rehabilitation Project Bid**

- a. Schneider Paving Bid

Tim Costello moved, and Leigh Sorensen seconded to approve the 2024 Streets Rehabilitation Project Bid from Schneider Paving in the amount of \$424,377.50.

5 Aye. 0 Nay. Motion carried.

- b. J&T Consulting Design/Construction Engineering and Materials Testing

Leigh Sorensen moved, and Tim Costello seconded to approve J&T Consulting's Design/Construction Engineering and Materials Testing in the amount of \$81,999.00.

5 Aye. 0 Nay. Motion carried.

- c. J&T Consulting Contingency

Tim Costello moved, and Alex Lopez seconded to approve J&T Consulting's Contingency in the amount of \$68,333.00.

5 Aye. 0 Nay. Motion carried.

**2626 8th Avenue Update**

Blake Pruitt, the Operations Manager at Animal Health International, spoke with the Board. A meeting took place last week with town officials to discuss the property. The tenants are willing to have a flagger to direct their delivery trucks so they impede traffic as little as possible. All retail sales are tax exempt due to Animal Health International being an agricultural supply company. The company stores microdose feed additives, and other chemicals that are not dangerous to the public. Cheryl has requested District 6 move their bus stop south to the park by the town hall. No action was taken on this item.

### **Consider Marijuana Hospitality Licensing**

John Rotherham and Casey Villa both submitted letters to the Board.

Alex Lopez moved, and Leigh Sorensen seconded to reject Marijuana Hospitality Licensing at this time.

4 Aye. 1 Nay. Motion carried.

### **CML Reports**

#### a. Fil

The Mayor gave his report from the CML Conference. He went to a class that was about preserving heritage. He discovered that there are tax credits for historical properties, like the White Horse and the VFW as a few examples. There are grants available to property owners who want to participate.

#### b. Alex

Trustee Lopez went to an infrastructure class about controlling flood waters. This sparked his interest for the Town and some of the issues it faces during the summer months when it floods.

#### c. Chief

Chief Black went to an IT class that covered phishing scams and other IT problems towns face. There is a software that can be purchased for employees to assist with detecting scam emails. Since the town is a member of CIRSA, the software is available at a discounted rate. He went to a purchasing class, and a Chief/Administration class. He attended an Emergency Management class as well.

#### d. Cheryl

Cheryl attended the general session about active listening. The Legislative Update was beneficial, although there were too many new laws to count. The idea behind tearing down the PD to build a new one will not work, there are laws that prohibit condemnation of a building to benefit town assets. She went to a liquor licensing class. She also went to an economic development class with the Mayor of Thornton. Their council went out and woo'd businesses to build in their city.

#### e. Lindsay

Lindsay went to the IT class that the Chief did. He covered the class fairly well in his report. The Clerk's class she attended said to "toot your own horn". She went to a JeffCO Housing Advocacy class that went into detail about their housing processes. Networking is always great, an employee of Monument is now looking into CivicPlus' Meeting Management software.

### **Staff Reports**

#### a. Town Administrator

Cheryl advised that Lindsay will be away at CMCA in July for her last Institute. She demo'd with an AI vendor. They can track how many people visit the town and how long they stay. The Board decided to not go further with the vendor. Excel Energy is not getting paid on time with the checks that are being mailed. The Board will allow Cheryl to pay them online to make sure bills are entered on time. Admin

will start training a new temp for the front office starting next week. The Police Technician has given notice. The temp admin assistant will learn court procedure and front office duties and then move to the Police Technician position in September.

b. Police Chief

The Chief advised that G2 did a bid on the Police Department and assessed it at \$545 per square foot which puts them at roughly \$1 million. Police Technician Jansen is resigning in October. Traffic citation numbers are up.

c. Public Works Director

Brett advised that the crosswalk signs are synced and will not rotate anymore either. The company who fixed the lights, Olsson, are putting together a long term contract for maintenance. This will be presented to the Board for their decision at a later date. He is keeping up with the flowers and plants. He used a grub treatment on the grass in hopes to keep the Japanese beetles at bay this year.

d. Town Attorney

Ms. Penfold will have a summary of the 2023/2024 laws at the next meeting. The US Supreme Court deemed a camping ban constitutional, so the town can keep their camping ban in place. Colorado Court of Appeals allowed municipalities to adjust their noise ordinance for events. The site visit with Builders First Source went well. They are willing to work together to solve the problem. They, as well as the town, are still trying to contact CDOT to solve the problem.

**Other Board Issues**

The Board sent flowers to Don Hoff's funeral, before knowing that his family is requesting donations to the United Way or the Guadalupe Center. The Board elected to make a donation to the Guadalupe Center.

**Announcements**

- a. Town Hall will be closed Thursday, July 4th for the holiday

**Adjourn**

As there was no further business, Gary Sorensen moved, and Alex Lopez seconded to adjourn the meeting.

5 Aye. 0 Nay. Motion carried.

Mayor Fil Archuleta adjourned the meeting at 7:08pm.

**Expenditures**

Fil Archuleta - Mayor	\$	1,237.49
Gary Sorensen - Trustee	\$	472.03
Alex Lopez - Trustee	\$	599.65
Leigh Sorensen- Trustee	\$	402.74
Tim Costello - Trustee	\$	428.88
Sam Parsons - Trustee	\$	516.50
Katherine Rodriguez - Trustee	\$	628.85
Adamson Police Products - PD Uniforms/Safety Gear	\$	3,684.79
AFLAC - employee paid supplemental insurance	\$	279.00
Alyssa Hewell - Police Officer	\$	4,767.15
Ashley Perez - Police Officer	\$	4,273.68
Atmos Energy - Natural Gas Service	\$	86.64
Award Alliance - Name Plates 2022	\$	37.75
Bodenstedt Enterprises LLC - Obstacle Course for Kids event	\$	835.28
Brattons Office Equip - Printer R & M	\$	125.29
Brett Bloom - PWs Director	\$	5,088.37
Brian Jansen - Police Technician	\$	4,049.26
Card Services - First Farm Bank Visas	\$	2,997.17
Cheryl Campbell - Town Administrator	\$	6,410.17
Cintas - Floor rugs/janitorial sppls	\$	274.77
City of Greeley - Water	\$	515.94
Colorado Association of Police Chiefs - Dues	\$	495.00
Colorado Department of Revenue - PR Tax WH	\$	2,307.50
Comcast - Internet/Phones	\$	412.97
CU of CO - Offc/Fringe/PWs sppls/postage/meals	\$	1,218.77
Fidelity HSA - Helath Savings Account contributions	\$	102.09
FPPA - Police Pensions	\$	7,715.02
Fun Productions - Kids Carnival	\$	1,297.38
Generation Web - Website R & M	\$	60.00
Global Payments - CC Fees	\$	588.12
Globe Life - Supplemental Insurance	\$	1,381.00
Greeley Furnace Company - Bldg R & M	\$	284.62
Happy Life Gardens - Landscape Materials	\$	2,805.32
Heidi's - Bldgs Cleaning	\$	1,010.00
Interprenet - Field translation	\$	5.00
J & T Consulting Inc - Enginnering for street projects	\$	32,195.85
Jay Billings - PT Police Officer	\$	780.00
Jeremy Black - Police Chief	\$	5,323.45
Johnson Mark LLC - Garnishment	\$	276.37
Ken Amick - Police Officer	\$	5,230.95
Kenneth R. Roney - Garnishment	\$	50.00
Kenyon Jordan - PD testing	\$	300.00
Kinsco - PD Uniforms	\$	2,051.00
Law Office of Amy Penfold - Legal	\$	5,208.00
Lindsay Shoemaker - Deputy Clerk	\$	4,303.79

Mailey Trujillo - Administrative Assistant	\$	2,588.34
Mark McGarry - Police Officer	\$	4,092.03
MetLife - Employee Benefits	\$	1,409.09
Michael Stewart - Judge	\$	600.00
Mission Square - 457b Contributions	\$	6,729.44
Nicholas Rothe - Seasonal PWs/Parks	\$	1,211.10
O'Reilly Auto Parts - Vehicle R & M	\$	21.31
Petty Cash - Office sppls, meals, postage,tips for event workers	\$	461.22
Prairie Mountain Media - Legal publishing	\$	52.80
PSHCG - Employee benefits	\$	4,054.48
Quiktrip - Fuel	\$	1,280.92
Sam's Club - office sppls/drinks/snacks/food for Kids event	\$	1,258.45
Sendas Communications - Court Interpreter	\$	110.00
Stenger & Stenger, PC - Garnishment	\$	55.41
Tyler Technologies - PD software	\$	20.00
US Treasury - PR taxes	\$	11,117.35
Verizon Wireless - Cell phones/air cards/GPS	\$	860.55
Waste Management - Trash service		206.42
Weld County Sheriff - Jail services	\$	416.08
Weld County Treasurer - Treasurer's fees	\$	76.29
Xcel Energy - Street lights and electric utilities	\$	1,539.86
	\$	151,274.74



**Revenues**

Local Sales Tax	\$	181,804.07
Cigarette Tax	\$	140.94
Interest from Weld County	\$	2.95
Property Tax	\$	7,626.19
Senior/Veterans Tax	\$	-
Personal Property Tax Exemption	\$	-
Specific Ownership	\$	220.09
Comcast Cable TV Franchise Fee	\$	-
CTF - 2nd Qtr Distribution	\$	812.82
Business License	\$	100.00
Liquor License	\$	-
Security Guard License	\$	150.00
Marijuana Permit Fees	\$	-
Building Permit	\$	517.88
Pet License	\$	-
Motor Vehicle Registration	\$	48.48
Motor Vehicle Registration Sales Tax	\$	-
Highway Users Tax	\$	901.69
Weld County Road and Bridge	\$	2,662.04
Records Requests	\$	10.00
Municipal Court Fines	\$	13,270.00
District Court Fines	\$	269.52
Landuse Application Fees	\$	-
Interest from Investment Account - May & Jun 2024	\$	24,614.41
Interest from ColoTrust for May and June 2024	\$	34,863.97
Wholesale Fees	\$	-
Community Center Revenue	\$	-
Parking Tickets	\$	-
Royalties from Oil Drilling	\$	664.67
Re-add void checks	\$	-
Other Revenue - SO Registraton	\$	25.00
Police Department Grant Payments for HVE and CIOT	\$	1,395.76
	\$	270,100.48

**Fund Balances**

Checking	\$	270,248.09
Petty Cash	\$	100.00
Petty Cash for Court	\$	200.00
PDI	\$	500.00
Investment Account at Stifel	\$	4,169,634.20
Cash in ColoTrust	\$	3,888,138.05
	\$	8,328,820.34

2022 - 2023 Comparison	2023	2024	2024 % of 2023
<u>Expenditures</u>			
January	\$ 206,935.57	\$ 173,948.83	84.06%
February	\$ 173,929.74	\$ 242,583.32	139.47%
March	\$ 137,150.79	\$ 124,681.05	90.91%
April	\$ 120,679.62	\$ 186,602.73	154.63%
May	\$ 123,156.19	\$ 146,696.39	119.11%
June	\$ 159,368.01	\$ 151,274.74	94.92%
July			
August			
September			
October			
November			
December			
Total	\$ 921,219.92	\$ 1,025,787.06	111.35%
<u>Revenues</u>			
January	\$ 231,671.84	\$ 278,201.45	120.08%
February	\$ 263,583.48	\$ 274,143.49	104.01%
March	\$ 250,382.11	\$ 247,154.90	98.71%
April	\$ 244,540.16	\$ 289,255.93	118.29%
May	\$ 261,692.70	\$ 250,877.58	95.87%
June	\$ 256,977.06	\$ 270,100.48	105.11%
July			
August			
September			
October			
November			
December			
Total	\$ 1,508,847.35	\$ 1,609,733.83	106.69%
Net Revenue	\$ 587,627.43	\$ 583,946.77	



5801 West 11th Street Suite  
Greeley, CO 80634-4813

Section 3, Item e.

Phone: 970-352-7990  
Web: www.awhitney.com

Town of Garden City  
  
621 27th Street Road  
  
Garden City, CO 80631

Client ID: 20172100  
Invoice: 32185  
Date: 06/30/2024  
  
Due Upon Receipt

## INVOICE

For professional service rendered as follows:  
Audit financial statements for the year ended  
December 31, 2023  
Progress Billing

\$11,200.00  

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\$11,200.00

PLEASE NOTE INVOICE AND CLIENT NUMBERS ON REMITTANCE. THANK YOU.

Date	Type	Reference	Debit	Credit	Balance
06/01/24	Beginning Balance				\$0.00
06/30/24	Invoice #32185		11,200.00		11,200.00
06/30/24	Amount Due				<u>\$11,200.00</u>

<u>06/30/2024</u>	<u>05/31/2024</u>	<u>04/30/2024</u>	<u>03/31/2024</u>	<u>02/29/2024+</u>	<u>Total</u>
11,200.00	0.00	0.00	0.00	0.00	\$11,200.00

Invoices are due upon receipt. Finance charges of 1.5% per month will be assessed on any outstanding balance after 30 days.

**Rush Management Inc.**  
 1500 Overlook Dr.  
 Lafayette, CO 80026  
 303-444-2841

**RUSH**  
 MANAGEMENT, INC.

Section 3, Item f.

Town of Garden City  
 Attn: Abby Spader  
 621 27th Street Road  
 Garden City, CO 80631-8466

**PO #**  
**Invoice #** 146916  
**Invoice Date** 6/28/2024  
**Invoice Amount** **\$3,280.00**

Email: office@rushmanagement.com  
 Website: www.rushmanagement.com

Date	Description	Qty	Price	Total
6/28/2024	Sweeping of parking lot, alley or streets with large Broom Truck Sweeper. Any blowing that is required will be done at an additional hourly charge. This rate DOES NOT include hauling off of large items. These items can be hauled off for an additional charge. (We do not accept responsibility for dust on cars or damage done to any vehicle left in lot.)	8.00	120.00	960.00
6/28/2024	General Sweeping Labor- Backpack plowing and shoveling of all corners and curbs.	24.00	55.00	1320.00
6/28/2024	Dump Truck Hauling- Removal of all dirt and debris from the town to disposal location	8.00	125.00	1000.00

**Terms** Due on receipt  
**For** 621 27th Street Rd, Garden City CO 80631

**Subtotal** 3280.00  
**Invoice Total** **\$3,280.00**

*Payment is due according to the terms of your agreement. Invoices will be subject to late charges of \$35.00, interest of 1.75% daily and any attorney fees and/or collection fees incurred. As the costs of fuel change according to the petroleum fuel rate schedule supplied by the Department of Energy Administration, a fuel surcharge may be applied. Rush Management Inc. reserves the right to terminate service at any time, without notice, should any invoice remain unpaid for more than thirty (30) days after the due date noted on the invoice. After such termination, Rush Management Inc. shall have no further obligation to provide the service or perform the work herein described, provided, however, that termination by Rush Management Inc. shall not affect any remedy or remedies for payment or otherwise to which Rush Management Inc. is legally entitled. Rush Management pays all Sales Tax upon purchase of product(s) from our vendors and is included in your product/service charge. Therefore Sales Tax will not be charged on your invoice. Rush Management Inc. is an Equal Opportunity Employer.*

**Client Name** Town of Garden City  
**For** 621 27th Street Rd, Garden City  
 CO 80631  
**Invoice #** 146916  
**Invoice Date** 6/28/2024  
**Invoice Amount** \$3,280.00  
**Amount Enclosed**

**PAYMENT STUB**

Rush Management Inc.  
 1500 Overlook Dr.  
 Lafayette, CO 80026

**PAID**  
 23297  
 JUL - 2 2024

LEC Construction, LLC  
24461 CR 54  
Greeley, CO 80631  
970-584-4460

# Invoice

**Date** 6/18/2024  
**Invoice #** 3100

**Bill To**  
Town of Garden City

**Ship To**  
Town of Garden City  
Light Poles  
Job # 1650

**P.O. #**  
**Terms** Net 15

**Ship Date** 6/18/2024  
**Due Date** 7/3/2024

Item	Description	Qty	Price	Amount
Light Pole	Dig & place light poles (EA)	2	2,000.00	4,000.00

**PAID**  
73200  
JUL - 2 2024

Please Remit Payment To:  
LEC Construction, LLC  
24461 CR 54  
Greeley, CO 80631

For Inquiries:  
Office: 970.584.4460  
jody@leconstruction.net

<b>Subtotal</b>	\$4,000.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$4,000.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$4,000.00

# INVOICE

Section 3, Item h.

AT YOUR SERVICE ELECTRIC

20494 WCR 44

LASALLE, CO 80645

(970) 284-6490

Cell (970) 539-3483

June 26, 2024

TO:

Garden City Town Hall  
621 27<sup>th</sup> Street Road  
Garden City, CO 80631

Work Performed At:

Garden City Community Center

Date Started	Date Completed	Invoice Number
		23358A

### Description of Work:

Lights for parking area and back lot and welding receptacle  
(Concrete directly billed by concrete contractor)

### Material:

Line	Material Description	Total \$
1	2 <sup>nd</sup> wall pack was not included	-\$125.00
2	Material for welding outlet	\$271.70
3	Over payment for light poles	-\$310.00
<b>Total Material:</b>		<b>Credit \$163.30</b>

### Labor:

Date	Description	Hours
	Labor per bid	\$3100.00
	Labor for welding	\$410.00
<b>Total Labor</b>		<b>\$3510.00</b>
<b>Total Material</b>		<b>Credit \$163.30</b>
<b>Total</b>		<b>\$3346.70</b>

- All material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of **\$3346.70. Net 30 days.**

**PAID**  
 23358A  
 JUL - 2 2024

970-351-0041  
Fax 970-351-6549



621 27th Street Road  
Garden City, CO 80631-8466

Marijuana Business License Renewal Application

Please fill out both sides of this form and return to the Town Hall with the appropriate fees. If you have any questions, please call the Town Hall at 351-0041.

Date: June 28, 2024 DBA: LivWell

Legal Business Name on State License: LivWell I, LLC

Address 2647 8th Ave, Unit B City Garden City State CO Zip Code 80631  
Mailing Address if different: 400 E 84th Avenue, Suite W-5, Thornton, CO 80229

Phone Number: (312) 667-6245 Cell Number: (814) 880-8034

E-mail Address: co.licensing@pharmacann.com

Business Hours and Days of Operation: Open 7 days a week from 8:00 am to 10:00 pm

Have you had any violations from State or Local in the past year? No

Are all employees badged by the MED? Yes

Do you Wholesale? No

Wholesale fees paid? N/A

Do you pay Colorado Sales Tax? Yes State of Colorado sales tax number: 27252918-0000

Property Owner(s): PBRJD Greeley Land Enterprises, LLC Phone: (970) 356-6900

Address: 2030 35th Avenue, Unit A-1 City: Greeley State: CO Zip Code: 80634

Date: 6/14/24 Signature of Applicant: Brett C. Novey, CEO

*You are responsible for notifying us of any changes.*

Fee: \$2000.00 each license

Please enter each local license number you wish to renew:  
ML-2647-23  
\_\_\_\_\_  
\_\_\_\_\_



GARDEN CITY PAVEMENT IMPROVEMENT GRANT PROGRAM APPLICATION

PROJECT NAME:

Flats at 9th Ave Apartments

Estimate cost at time of application: 6575.06
Estimated grant payment: 3287.50
Amended cost of project: 3
Date of Amendment:
Final requested grant payment: 3,287.50

A. APPLICANT

- 1. Name: BNK REI LLC
2. Address: 2600 9th Ave Office
3. Telephone: Home: Work: 970-541-9691

B. PROJECT INFORMATION

- 1. Building address: 2600 9th Ave.
2. If leased, name & address of building owner(s):

C. PROJECT DESCRIPTION:

Crackseal, sealcoat 22,680 square feet 2 coats, restripe parking lot to existing layout

- Attach proposed paving plans, two estimates and photos of the area before project begins. Projects must include appropriate traffic safety measures. See Rules & Regulations and Checklist for details.
• Applicant must appear before the Board to get approval prior to starting the project and after the project is complete. Call the Town Hall at 970-351-0041 to be put on the agenda.

Project Schedule: Start Date: June 2024 End Date: End of June 2024

Applicant, by virtue of signature on this application document and upon acceptance of funds provided by the Garden City Pavement Improvement Grant Program, agrees to the terms and requirements of the Pavement Improvement Grant Program.

DocuSigned by: Nate Santillanes
Signature

5/22/2024
Date



# TCase Construction

# Invoice

a/nd Excavating  
PO Box 403  
Johnstown, CO 80534  
Phone 970-999-2981

Date: 6/16/2024  
Invoice #935252

**Bill To: Nate**

**Location:2600 9th Avenue Greeley**

<u>DATE</u>	<u>DESCRIPTION</u>	<u>PRICE</u>	<u>UNIT</u>	<u>AMOUNT</u>
6/10/2024	Crackseal			\$1450
	Sealcoat			\$4255
	Restripe			\$870

**TOTAL: \$6575.00**

Make checks payable to T Case Construction.

If you have /any questions concerning this invoice, contact Tom at 970-999-2981 or tcas/econstruction@gmail.com.

**THANK YOU FOR YOUR BUSINESS!**



**RESOLUTION OF THE  
TOWN OF GARDEN CITY BOARD OF TRUSTEES**

**RESOLUTION NO. 12-2024**

**A RESOLUTION APPOINTING  
ALTERNATE MUNICIPAL JUDGE**

WHEREAS, the Board of Trustees (the “Board”) of the Town of Garden City, Colorado (the “Town”) pursuant to C.R.S. § 31-15-103, has the power to pass resolutions; and

WHEREAS, Section 13-10-105 of the Colorado Revised Statutes provides for the appointment of municipal judges and substitute judges; and

WHEREAS, the Board of Trustees and the Town of Garden City desires to appoint Tom Grant as an alternate/substitute municipal judge.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GARDEN CITY, COLORADO AS FOLLOW:**

Section 1. Appointment of Alternate Municipal Judge. The Board of Trustees hereby appoints Tom Grant as the substitute municipal judge for the Town of Garden City.

Section 2. This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was adopted at a regularly scheduled meeting of the Board of Trustees of the Town of Garden City, held on July 16th, 2024, which meeting was duly and properly called.

PASSED, ADOPTED AND APPROVED this 16th day of July, 2024.

TOWN OF GARDEN CITY

By: \_\_\_\_\_  
Filbert Archuleta, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Shoemaker, Deputy Town Clerk

**RESOLUTION OF THE  
TOWN OF GARDEN CITY BOARD OF TRUSTEES**

**RESOLUTION 13-2024**

**A RESOLUTION APPOINTING CHERYL CAMPBELL  
AS TOWN ADMINISTRATOR AND TOWN CLERK  
PURSUANT TO C.R.S. §31-4-304**

WHEREAS, Section 2-3-10 of the Municipal Code authorizes and directs the Board of Trustees of the Town of Garden City (the “Town”) to appoint Town Officers by a majority vote of all members of the Board, including a Town Administrator at the discretion of the Board of Trustees; and

WHEREAS, Section 2-3-40 of the Municipal Code establishes that the Town Administrator shall be responsible for the day-to-day business operations of the Town; and

WHEREAS, C.R.S. §31-4-304 requires the Board of Trustees to appoint a Town Clerk, and this position requires day to day supervision and management best undertaken by the Town Administrator since the Board of Trustees does not have continuous interaction with Town employees; and

WHEREAS, modern employment practices and risk management dictate that the Board of Trustees not personally participate with the supervision and management of employees since a majority of the Board of Trustees is required to take action with proper notice and individual Board of Trustee direction of employees lacks authority, creates confusion, and disrupts the organization’s hierarchy; and

WHEREAS, the Board of Trustees finds it in the Town’s best interests to make the Town Administrator responsible for the Town Clerk position and delegate the duties of the Town Clerk position to employees that can be assigned such titles, including deputy clerks.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GARDEN CITY, COLORADO AS FOLLOWS:**

**Section 1.** That Cheryl Campbell is hereby appointed as Town Administrator for the Town of Garden City, and Town Clerk pursuant to C.R.S. §31-4-304.

**Section 2.** Town Administrator, Cheryl Campbell, is appointed Town Clerk pursuant to C.R.S. §31-4-304 and accountable to the Board of Trustees for the duties of Town Clerk; however, such duties shall be delegated to employees by the Town Administrator and such employees may be assigned and utilize such titles on behalf of the Town, including Deputy Town Clerk, all under the supervision and management of the Town Administrator.

**Section 3.** This resolution shall become effective immediately upon adoption.

RESOLVED AND APPROVED this 16<sup>th</sup> day of June, 2024.

TOWN OF GARDEN CITY

By: \_\_\_\_\_  
Fil Archuleta, Mayor

ATTEST:

By: \_\_\_\_\_  
Deputy Town Clerk