

CALL MEETING TO ORDER

Mayor Reich called the regular meeting of the Board of Trustees to order at 8:00 p.m.

ADDITIONS TO THE AGENDA – Harvey indicated there were two additions to the agenda, under 11, Police – Hiring Update and under 12, Other – a request by Senator Salazar’s office to meet with the Board of Trustees.

ROLL CALL

Paul Aragon – present	Claudia Reich – present	Chris Callaway – present
Tony Asbury – present	Jane Rumrill – present	
Andy Martinez – present	Tony Trevino – present	

Others present were:

Carl Harvey – Police Chief & Operations Director
Bradley Sorenson – Town Clerk/Treasurer
Barry Schaeffer – Public Works Director
Clint Dudley – Recreation Director
Holly Bruce, Karen Hazelton, Rebekah Karsten, Kayla McIntosh, Faro Nojourni,
Steve Arnold, Jennifer Ferrell, Deick Schultz, Bill O’Brien, Dan Hull, Tom Fisher,
Larry Orleans

MINUTES 5/24/05

Asbury moved to approve, as presented, the minutes of the regular meeting held on 5/24/05. Rumrill seconded the motion. Motion carried 6 – 0.

WARRANTS 6/14/05

Harvey indicated there were three additions to the warrants, a \$55.00 recreation refund for baseball, \$106.70 for a spray paint gun for Public Works and a \$29.99 invoice from Office Depot for Recreation. Asbury asked Sorenson about the time frame for the Caselle warrant. Sorenson stated the Caselle service contract was quarterly. Asbury inquired as to whether the legal bill was all pass through. Sorenson stated it was all pass through with the exception of a small portion that the town was sharing with regard to the Godfrey Bottom annexation. **Martinez moved to approve the warrant’s list dated 6/14/05 for the amended total of \$57,827.92 and staff salaries dated 5/31/05 for \$24,143.08. Callaway seconded the motion. Motion carried 6 – 0.**

PROCLAMATION – Greeley Independence Stampede

Mayor Reich read the proclamation from the Stampede Committee acknowledging July 3, 2005 as LaSalle Day at the Greeley Independence Stampede. Present were Jennifer Ferrell and Deick Schultz representing the Stampede Committee. Mayor Reich recognized Miss Ferrell who went on to explain the Stampede Pin Program, a program benefiting the students from schools in Weld County. The program will be presenting scholarships to a number of worthy Weld County students. Ferrell presented the proclamation and the Board with a sample of the pins and tickets to the Rodeo on July 3rd.

JOHN EWING COMPANY – Asphalt Repair

Schaeffer explained that Chris Shaver, from the John Ewing Company, had approached him regarding damage that was done to the asphalt in their parking lot as a result of work the Public Works department was required to do in conjunction with repair to a water line. Shaver was requesting that the Town share in the cost of repairing the portion of the parking lot damaged by the work. Schaeffer stated he had explained that it was past practice of the town not to reimburse private owners for such work. The area around a water main should remain free and clear for accessibility. Should an owner asphalt or pave over such an area, any repair to that area is at the owner's sole expense. Martinez asked how big of an area is in question. Schaeffer stated the area was approximately 4 ft. x 8 ft. Schaeffer noted that the public works crew would be putting down a number of patches in the near future and should John Ewing Co. provide the material, it would not cause any inconvenience in his scheduling to have the town's crew patch the area. **Martinez moved to allow the Public Works crew to provide the labor necessary to repair the area under consideration. The town would not share in any materials cost for and any other request of this nature in the future would be taken under consideration on a case by case basis. Aragon seconded the motion. Motion carried 6 – 0.**

EAGLES CLUB SPECIAL EVENTS LIQUOR LICENSE

Harvey explained the application filed by the Eagles Club was consistent with the ones submitted in the past for this annual event. **Asbury moved to set the Public Hearing date for the Eagles Club special Events Liquor License on June 28, 2005 just prior to the regular Board of Trustees meeting at 8:00 p.m. Martinez seconded the motion. Motion carried 6 – 0.**

PLANNING AND ZONING

Orleans reviewed the most recent Planning and Zoning Commission Meeting. New business synopses for AJ's Roadhouse and Longacre Trucking were submitted. Steve Arnold and Karen Hazelton, co-owners of AJ's were in attendance and brought two of their employees. Arnold expressed his pleasure at bringing the business to LaSalle and was pleased at being able to hire young local people to staff the restaurant. He invited the board and the entire town to a "soft" opening on Thursday June 16th from 6:00 p.m. to 9:00 p.m. with free food and drink. Harvey stated the only outstanding issue with AJ's was the signage and staff had recently received acceptable plans to reuse the existing signage structure. Orleans continued with the synopsis of Longacre Trucking. He stated the Planning and Zoning commission referred the new business to the board but expressed some reservation and concern with regard to outdoor storage in an area that is currently unfenced and the type of trucking business Longacre would be involved in. No one from Longacre Trucking was in attendance. Therefore, **Trevino moved to approve the business synopsis for Longacre Trucking subject to a six-month review from June 1, 2005 to re-examine the outside storage with fencing on the property. Aragon seconded the motion. Motion carried 6 – 0.** Orleans stated the variance request for 184 S. 7th Street had been rescinded. Orleans then introduced the Sunset Ridge Subdivision Plat. The plat presented by Clarkson-Clarkson Land LLC, Tom Fisher-Fisher & Co. Realty and Dan Hull, Picket Engineering, was represented to be similar to the 2002 plat which was granted approval in 2002 with a few changes. It was noted that the primary plat change was for the location of the non-potable water pump house site. In addition, the developer is now proposing phasing of the project which was not anticipated in the 2002 plat. Staff noted the change in location of the non-potable well house site has been reviewed and the proposed change would be acceptable for access and repair should it become

necessary. The developer is requesting preliminary approval in order to complete the construction drawings for the property. Final plat approval can not be granted until a development agreement is executed between the developer and the town. The in-house review status of the development agreement draft is nearly complete, after which time the document will be forwarded to the town attorney and engineer for comments.

Trevino moved to give preliminary approval of the plat in order for the developer to complete construction drawings, stipulating the developer adheres to review comments provided by the town engineer necessary to finalize the plat and construction drawings and complete the development agreement. Martinez seconded the motion. Motion carried 6 – 0. Orleans then introduced the Godfrey Bottom Annexation 1, 2, 3, 4 & 5 petition and zoning request. This 17 acre parcel, owned by Patriarch Development LLC, was first introduced in 2003 as the Patriarch 1st Addition, it was placed on hold and reintroduced again in 2004 as the LaSalle 17 Annexation 1, 2, 3, 4 & 5 with the inclusion of WCR 394 in the annexation petition. Due to being contiguous by less than 1/6 of its perimeter a serial annexation was proposed to achieve the statutory contiguity requirement. At the end of 2004 the petitioner notified the town of their intent to indefinitely postpone the project. In May of 2005 the Town and Patriarch Development LLC entered into a cost sharing agreement to facilitate this annexation and set zoning. The parcel was reviewed within the context of the town's comprehensive plan. The annexation name has been changed to Godfrey Bottom and all technical plat corrections suggested by Landmark Engineering were provide to King Surveyors and incorporated into the new plat. The petition for annexation has been updated in order to obtain current signatures since statutorily the petition is invalid if the signatures are dated more than a 180 days from filing. It has been determined feasible to extend municipal services although no improvements or developments are planned. Petitioner has requested the proposed zoning of the property as agricultural. **Rumrill moved to approve the Godfrey Bottom Annexation 1, 2, 3, 4, & 5 including portions of WCR 394, preliminary petition and zoning request finding it is substantial compliance with state and local codes and determines it would be feasible to extend services in the extent of development on the property. Martinez seconded the motion. Motion carried 6 – 0.**

RESOLUTION L-2005 Set Public Hearing Godfrey Bottom Annexation 1, 2, 3, 4, & 5

Resolution L-2005 is the resolution required for setting the Public Hearing for the Godfrey Bottom Annexation Petition. **Martinez moved to approve Resolution L-2005 setting a Public Hearing on July 26, 2005 at 8:00 p.m. for the Annexation Petition for the Godfrey Bottom 1, 2, 3, 4 & 5 annexation. Trevino seconded the motion. Motion carried 6 – 0.**

RECREATION DEPARTMENT

Department Report – Dudley updated the Board on the progress in the design of the LaSalle Day T-shirts, booth & parade entries, baseball / softball season and the cancellation of the adult softball program. There was questions as to the possibility of a late summer league following LaSalle Day, Dudley stated he would investigate the possibility of late summer leagues. Callaway inquired as to if our leagues were sanctioned. Dudley stated they were not, mostly due to the rules and fees associated with league sanctioning. Dudley presented the board with three bids for the purchase of LaSalle Day T-shirts and requested approval of the bid provided by Victory Sales. **Asbury moved to approve the expenditure of \$1,450.00 for the purchase of LaSalle Day T-shirts from Victory Sales. Trevino seconded the motion. Motion carried 6 – 0.**

PUBLIC WORKS DEPARTMENT

Department Report – Schaeffer updated the board on the activities of the Public Works department including; repairs and preparation for LaSalle Day and repairs to the building at Tower Park. The problems with the sewer line along 2nd & 3rd Ave. have been corrected. The area was checked out by camera and any noted repairs were made. The concerns about water pressure have been addressed and to date no new complaints have been lodged. Bids have been requested for the yearly overlay project and Schaeffer will update the Board as those bids come back. The sidewalk repair project has been started and residents have been notified of options concerning the repair of their sidewalk. The same company that did a good job last year came back with a bid less than the year before. Schaeffer requested to spend \$1,550.00 on repairs to the building at Tower Park. After pass through, the town's share of this expense will be \$424.60. **Martinez moved to approve an expenditure of up to \$1,550.00 to repair the building at Tower Park. Trevino seconded the motion. Motion carried 5 – 0, with Aragon abstaining.** Callaway asked Schaeffer if the sidewalk repair included areas in front of the Middle School, Schaeffer acknowledged that it did include those damaged areas. Callaway requested an update on the Dove Hill non-potable well situation. Schaeffer stated the system was flushing somewhat better but that the frequency still needed to be reduced.

FINANCE DEPARTMENT

Department Report – Sorenson reported that staff had been reviewing the fee schedule for various items and found the town to be behind in comparison with local communities. Items such as out of town sewer deposit, returned check fee and community center rental fees are substantially below other local municipalities. Other items such as lien administration and failure to file a building permit fee were not addressed at all. Harvey noted that other fees within the town were also outdated and a review of the entire fee schedule should be undertaken. Reich agreed and instructed Sorenson to review the fee schedule for the town and return with a recommendation prior to the beginning of the 2006 budget process. **Trevino moved to immediately address the Lien Administration fees and pass through all associated cost with the placing of a lien onto the property owner. Aragon seconded the motion. Motion carried 6 – 0.** Sorenson updated the board on the May financial statement, the 2004 Weld Central Annual Drinking Water Report, monthly water usage, and the utility payment / billing status. Sorenson requested to add Carl Harvey as a signatory for the safety deposit box at the Colorado East Bank. **Callaway moved to approve the addition of Carl Harvey as a signatory on the safety deposit box at the Colorado East Bank. Trevino seconded the motion. Motion carried 6 – 0.** Sorenson reported that recently the town has encountered difficulty with purchasing certain items due to the lack of a town credit card. The option of either a credit card or a debit card was discussed. Asbury noted that the possibility of a pre-authorized “pre-paid” credit card similar to a prepaid phone card might also be an option. Sorenson stated that it would be preferable not to use a debit card for security reasons, Reich agreed and stressed her desire and concern for the security of transactions made with any credit instrument. Sorenson was instructed to report back to the board with examples of all options available by the first meeting in August. Sorenson stated he would be attending a DOLA Budget and Finance Training Workshop in July.

POLICE DEPARTMENT

Department Report - Harvey reported on the following police related issues, his attendance at the CACP Conference, status of the new police cars, staffing update and activity for the month.

OTHER

Other informational items included a CML legislative updates, two North Front Range MPO Regional Transportation updates, the meeting summary from the most recent DRCOG Meeting, memo from the Weld County Attorney acknowledging our participation in the proposed Southeastern Wyoming / Northern Colorado Council of Governments and a request from Senator Ken Salazar's office for two of his representatives to meet with the Board of Trustees. Senator Salazar's representatives will meet with the Board on July 12, 2005 at 7:30 p.m.

Meeting adjourned at 10:12 p.m.

Submitted by,

Bradley K. Sorenson,
Town Clerk / Treasurer