

TOWN OF SAN LUIS
408 MAIN STREET • SAN LUIS, COLORADO 81152

MINUTES – WORK SESSION
TUESDAY, JULY 3RD, 2018
CALLED TO ORDER AT 6:35 P.M.—Town Hall

ROLL CALL

Board of Trustees:

Tiffany Gallegos, Mayor	Present	Shantae Martinez, Purchasing Agent	Present
Roberta Romero, Code Enforcement	Present	Jarad Sanchez, Mayor Pro Tem	Absent
France LaVoie, Finance Officer	Present	Jessica Durgan, Trustee	Present
Brian Valdez, Maintenance Supervisor	Present	Barbara Zollars, Attorney	Absent
Susan Sanderford, Town Manager	Present	Mary Jo Manzanares, Town Clerk	Present

MEETING WAS CALLED TO ORDER AT BY MAYOR GALLEGOS.

AGENDA: Add Adelante to agenda under Santa Ana, item number H.

BUSINESS FOR DISCUSSION:

France LaVoie: Requested to talk to the board. Trustee LaVoie stated she went to talk to Loryn DeLeon about the chickens and realized as a trustee she should not have and knew better. Trustee LaVoie asked the board if she should resign or abstain from any board decision and voting about the chicken. The Board agreed that Trustee LaVoie should not resign but must abstain from any board discussion or vote regarding chickens being allowed within the town limits.

Carlos Martinez: Mayor Gallegos stated that she received a mural contract from Carlos. The contract stated to replace the mural would be 1,000 square feet at \$12 thus making the cost of the new mural \$12,000 for the north wall of the Town Hall. However, he could just change the face and outfit of the one girl in need of removal. Add to the July 10th agenda for approval for Carlos to repaint the face shirt and touchup on the current mural. Mayor Gallegos will get a quote for the touch-up and repainting of the one girl.

Lucas Casias: Could not attend the meeting to discuss the spraying of the noxious weeds in town as he is working the spring fire. Will move

Community Park: Paint has been purchased for the park and Maintenance and the summer youth will paint the fences and repair the broken benches starting next week. Blanca Forestry Inc. could not supply the epoxy. Drill bits and saws will need to be purchase to repair the benches and picnic tables. Board agreed the town needs to purchase the tools he needs for the project. Trustee, Valdez stated he would get a list of the tools maintenance needs.

Lawrence Guest: Called for approval from the Board to use the park July, 17th for a Puppet Show. Permission granted. Discussion concerning use of park and reserving the park. If party is a public event the town would need to approve the reservation. The Board decided there should be some kind of calendar and notice should be posted at the pavilion to make public aware the pavilion is reserved. Mayor Gallegos suggested possibly getting a permanent bulletin board for the park.

Ticketing ATVs and Dirt Bikes: The board agreed to leave the current rules of allowing ATVs and dirt bikes to drive along the side of the roads only. Mayor Gallegos suggested an article stating if

riding ATVs please follow the rules and 16 and under must wear helmets and stay off the main highways.

Michael Gallegos: Needs to be contacted to put the “Children at Play” sign back up he took down by his house by the park when he was rebuilding his fence. Ask Floyd to remind him.

Cutting Grass in the Alleys: Grass in the alleys need to be cut. And the dirt needs to be filled in on Ruth Garcia’s alley.

Dirt in the Alley: Trustee Valdez received a complaint from Earl Valdez about too much dirt buildup in his alley causing the rain water to his yard and build up under his wooden fence and rot the wood. It was built up because of the fiber optics being installed.

Grass in front of Zegobs: Maintenance needs to be cut in front of the store, even though maintenance considers it not part of the Town’s responsibility.

Barbara and Janice DeHerrera: Asks that maintenance not cut in front of their yard or trim their trees. They will take responsibility to maintain their area at 7th Street and Costilla. Also, asked that maintenance trim around the stop signs because some are not visible.

SANTA ANA Y SANTIAGO FIESTA:

Pageant: Dana Maestas asked for the town become the fiscal agent for the pageant funds. Adelante is hoping to raise a scholarship of \$5,000 for the winner and needs the town to hold the funds. The board agreed and approval will be at the July 10th Regular Town Meeting.

Parade: No sign ups for the parade yet. Publish again for Parade participants. Trustee, France LaVoie suggested the horses should be in the front away from the fire engines.

10K Run: Approval has been granted from CDOT. Volunteers will be needed for the 10K run. Timers will be needed. May need more volunteers if the Sheriff’s Department is still tied up with the fire. Mayor Gallegos will speak to local runner’s Jeff Onsley about volunteers and timers.

Gerald Rodriguez: Mayor Gallegos received a contract from Gerald for the five bands. A \$300 deposit check has been made to secure the bands for Santa Ana. The stage will be on the street behind the Town Hall and the street will be blocked off for a block party. Brian Valdez will ask the county if the town can use the trailer as the stage.

Party in the Park: Will consider moving the bouncy houses to the church yard. Town manager will call J&J Rentals to see the cost of the bouncy. Mayor Gallegos will ask the church if we can use the church yard for the bouncy house.

Food Handler’s License: Town Board agrees that the Food Handler’s License be given to applicants and it will be their responsibility to follow through with the Food Handler’s License. Town Manager will call Alamosa Health Department to clarify. Food Handler’s license must be given to vendors.

Feather and Beads in Hair: Does not need a license but needs a Special Event permit if her booth is not in the Museum Courtyard.

PLANNING AND ZONING

Trailer Moved without Permit: J.B Garcia moved his mobile home without a permit. Parked trailer for storage on his property on 1st Street. Will discuss issue with Town Attorney at Regular Town Hall meeting on July 10th.

Fence Permit: Permit given to Filpe Narvara for an 8-foot-tall fence to be erected on the back and right side of property up to the street on Casa Verde. Discussed whether the Town should look into having a fence ordinance. Will discuss the issue after Santa Ana.

Greenhouse: 914th 10th Street. Built against the fence. Owned by Clyde and Denise Sandoval. The greenhouse does not meet the 5-foot setback ordinance.

Yard Clean-Up Project: Flyer ready to be distributed to ask residents to clean up yard of wood because of the recent fire ban. Possibly putting in everyone's mailbox or door. Will ask Post Office how to handle notifying town residents. Will add to Approval fines at the Regular Town Meeting July, 10th.

Fallen Tree: Adeline XXXX owner. Check with Treasurer's office for address to contact owners to clean-up property and the fallen tree removal.

Dog License: Table for another time.

CLERK'S REPORT/TOWN MANAGER:

Municode: New software to available to update ordinances ourselves. Will consider went more information available.

Microsoft Office: Need to upgrade software to 2018. Set for approval at Regular Town Hall Meeting July, 10th.

Budget: Reviewed—\$66,838.00 discretionary funds in the budget.

Mayor's Compensation: Will consider increasing Mayor's Compensation in the future. Tabled.

Town Application: To date five applications for Town Clerk.


Town Hall Clean Up: Moving forward, slow and steady. Storage Unit rental possible for storage of unused documents. Approval at July, 10th Regular Town Hall Meeting.

Druc Engineering: Structural Engineer came June 22nd. Will have a report ready in August.

New Carpet for Town Hall: Table until more quotes are available.

Meeting adjourned at 8:38 p.m.

Minutes Prepared by Susan Sanderford



Tiffany Gallegos, Mayor

ATTESTED



Susan Sanderford, Acting Town Clerk/Town Manager