

TOWN OF SAN LUIS
408 MAIN STREET ... SAN LUIS, COLORADO 81152
WORK SESSION
FRIDAY, MARCH 9, 2018
CALLED TO ORDER at 1:10 P.M. -- Town Hall

ROLL CALL

Board Of Trustees:			
Theresa S. Medina, Mayor	Present	Angelina M. Espinoza Trustee	Absent
Susan K. Sanderford, Mayor Pro-Tem	Present	Acela Garcia, Trustee Purchasing Agent.	Present
France LaVoie - Trustee	Present		
Charlene Gallegos - Trustee	Present	Attorney Barbara Zollars	Phone

Present: Mayor Theresa S. Medina, four (4) Trustees, and Mary Jo Manzanares

TOPICS:

FEE SCHEDULE - MOVED TO LAST ITEM ON AGENDA.

Resolution 218-01, Approval of 2018 Election Judges is a duplication, listed below under election.

DOOR TO DOOR BUSINESS LICENSE - LARRY WILLIAMS – DIRECT TV

- License falls under solicitors /peddlers.
- Will require that state licenses, ID, etc., be available when applying for local application.
- Identification and copy of ID is part of the application.
- Identification / badges will be required, same must be very visible to public.
- Application will be reviewed for possible amendments.

SIGN – Vivian Gallegos

- Two sign applications have been given to Vivian Gallegos.
- Broken sign must be replaced, maybe looking at sign a little bigger than current sign.
- 32 Sq. Ft. is the largest size allowed as per sign code.
- **Mrs. Gallegos will be attending meeting on Tuesday, March 13, 2018.**

LETTER FROM CONSERVANCY DISTRICT

- Mr. Earl Valdez visited to talk to both Town Clerk and Town Manger regarding the possibility of Mr. Jason Medina being considered for approval as representative at the Rio Grande Basin Roundtable.
- Town Clerk requested Letter from Conservancy District, same to be presented to Board of Trustees at Tuesday, March 6, 2018 Work Session.
- Mr. Earl Valdez was informed that Letter of support to Nicole Langley was approved at the February 13, 2018 Board of Trustees Meeting, and is ready for Ms. Langley to pick up.
- Conservancy District Letter was discussed at Work Session held on Friday, March 9, 2018 @ 1 p.m.
- **Approval of Letter of Support on behalf of Ms. Nicole Langley will stand as approved.**
- **Board of Trustees agree that Mr. Jason Medina’s name be kept in file, with his permission.**

COUNTY JAIL

- Had a call from the architect, who is going to design the new jail.
- Want to purchase the Frank Gallegos house for building of a jail.
- What permits/documents/forms are required from the town?
- Spoke to Barbara, okay to go with variance application for jail, including re-zoning and excavation permit, should they have to dig.
- Architect e-mailed that in order to acquire funds legislature bill has to be passed.
- Costilla County Administrator is checking / making sure that building of jail will not cause loss of Historical Designation.

SIDEWALKS - JIM HORN

- Talked with Mr. Horn about getting sidewalks finished.
- Mr. Horn worked with CDOT, now works with an engineering firm.
- Will talk to his boss – might able to do some pro-bono work on sidewalks and safe route to school.
- TAP Grant will not be available until 2020.

SCANNING/DIGITIZING

Received grant to purchase the digitizing/scanning equipment.
Waiting for Memorandum of understanding requiring signature.

ABSENTEE BALLOTS

- Have eight (8) requests for Absentee Ballot Application.
- Received call from Ms. Gabrielle Aragon for an absentee ballot.
- Checked current list of names on voter's list, didn't find her name.
- Will e-mail notification to Ms. Aragon that her name is not on voters' list.

MR. JOHN APODACA

- Will be at meeting on Tuesday, March 13, 2018.
- Question regarding proof that carport poles are in his property will be asked.
- Property Survey will be brought in by Mr. Apodaca.

GERALD RODRIGUEZ

- Balance is still outstanding,
- Will be turned over to CEO.

MR. GAMBOA

- Have not received a response on garage being built.
- Will be turned over to CEO.

MARIJUANA ORDINANCE 18-01

- Ordinance was approved at the February 13, 2018.
- Publication done on the day following approval.
- Thirty (30) days will be up on Tuesday, March 13, 2018.
- Ordinance will become LAW on March 13, 2018

ASBESTOS BIDS

- Six (6) companies have completed site visits.
- Received first bid today.
- Eagle Environmental came in to discuss their findings.
- Will cost an additional \$20,000 to \$30,000 to remove feces.
- Most of the lead is under the required percentage, only a small amount of lead needs to be removed.
- Room measurements are incorrect. Rooms are actually 583 sq. ft. and not 60 sq. ft.
- Abate the asbestos and demolish the building, \$20,000 to 30,000 to demolish the building.
- All rubbish will be carried to Colorado Springs.
- Rubble from the old school is buried under the Tower.
- Tower will not be demolished, Tower will be repaired.
- In the preparation process for setting up KaBOOM equipment, irrigation pipes were cut.

PARK COMMITTEE

- All that is done at the park must be reviewed by the park committee, for final approval by Town Board.
- As chairman of the park committee, Arnie Valdez is very well versed on all park issues.

VETERANS' SILHOUETTE

- Mr. Orona had a piece of metal donated by the Severo Serna Family.
- Metal was made into a silhouette of a soldier, same to be placed in the park.
- Being that Highway 159 has been named Veterans' Highway, moving the flag pole from current location to the West side of the acequia, is a great idea. Flag will be really visible to all traffic.
- Will look at the possibility of moving the time capsule in place with the silhouette and Flag Pole.
- Park committee will request that Mr. Orona attend the park meeting. Meeting is March 20, 2018.

SANGRE DE CRISTO NATIONAL HERITAGE AREA – RESTORATION OF TOWER

- Have \$25,000 that could be used for the tower repairs. Grant will be 50% or \$12,500.00.
- Additional \$12,500.00 can come from Conservation Trust Fund.

Waiting on Jim Woods on Feasibility study.

- Will wait for later on in the year and do it slowly, not in a big hurry.

FOUNDER'S DAY - ADELANTE SAN LUIS ON APRIL 5, 2018

- Ideas were discussed by Trustees (hats, wagon display of old blankets/zarapas, etc.)
- **Board of Trustees agree that Adelante finalize their plan and inform the Town on how the town can assist.**

ELECTIONS

- Ballots are ready for pick-up right along with all envelopes, etc., increased envelopes from 10 to 15
- Have eight (8) Absentee Ballot Applications.
- Approval of Election Judges - Cleo Gonzales, Jeannie Butler and Mr. Harry Ford.
- Approval of Resolution 218-01 – authorizing judges appointment.
- Approval - One (1) check for \$200.00 for breakfast, lunch and dinner and supplies.
- Approval - Three (3) checks for election Judges @ \$100.00 each.
- Approval - One (1) check for canvassing.
- Approval - One (1) check for O&V Printing.
- Above Approvals will be done on Tuesday, March 13, 2018

ANNEXATION

- City of Moffat is up-dating their fee schedule, called asking for annexation fee amount.
- Code states \$300.00 - Fee schedule states \$1,000 Plus \$100.00 per additional acre.

FEE SCHEDULE AMENDMENTS

Schedule A - Court Costs – No Change

Schedule B - Law Enforcement Fee Schedule -- No Change

Schedule C – Colorado Liquor Enforcement Fee Schedule - New fee schedule included.

Schedule D – Copies/Faxes – (.25 Cents per black/white copy) (\$1.00 per copy for minimal color) (\$2.00 for full color) (Faxing \$1.00 per page).

Schedule E - Accessory Building - (120 Sq. Ft or less) - \$50.00 fee.

Accessory Building – House included – may not exceed 40% of lot – (Town code must be amended, to reflect 40% of lot).

Annexation - \$1,000 plus an additional \$100.00 per acre - (Example - One (1) acre = \$1,100.00)
(Example - Two (2) acres = \$1,200.00)

Conditional use permit – \$300.00

Survey Fee - \$1,500.00 to be paid in advance by property owner.

Road Access – \$200.00

Permanent Sign Permit - \$50.00 - after six (6) months, additional \$50.00 for permit renewal.

Application review - \$25.00

Temporary Sign Permit -- \$30.00

Excavation - \$150.00 --- (\$65.00 per hour, should town equipment be utilized.)

Schedule F -- Local Business License \$100.00 annually.

Special Events License - \$50.00 per event.

Booth Space - \$50.00 per day (Tax exempt entities will not be allowed to utilize booth space.)

Sale of books for \$40.00 will be deleted.

Recording of legal documents will be deleted.

APPROVAL OF FEE SCHEDULE AMENDMENTS ON TUESDAY, MARCH 13, 2018.

CML has requested that copy be sent to them.

CIRSA- Additional Insurance (OPTIONAL) documentation given to board for their review.

Work session adjourned at 2:42 p.m.

Prepared by

Mary JO Manzanares


Theresa S. Medina, Mayor

ATTESTED


Mary JO Manzanares



