

**STATE OF COLORADO)**

**SS.**

**THE TOWN OF SAN LUIS)**

The Board of the Town of San Luis upon duly given notice, held a Regular Board Meeting on the 9<sup>th</sup> of April 2019 A.D., in the Town Hall meeting room in San Luis, Colorado. Mayor Tiffany Gallegos called the meeting to order at 6:02 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; France LaVoie, Trustee; Brian Valdez, Trustee; Shantae Martinez, Trustee; Jessica Durgan, Trustee; Jarad Sanchez, Mayor Pro Tem; Susan Sanderford, Town Manager and Anita Sandoval, Deputy Clerk. Late; Roberta Romero Trustee, Absent; Barbara Zollars, Town Attorney.

**Approval of the Minutes**

Approval of the regular meeting minutes from the March 12<sup>th</sup>, 2019 Regular Meeting and March 7<sup>th</sup>, 2019 Special Meeting minutes. Trustee France LaVoie asked to add what NCRS told Town Manager Sanderford about the berm and that the LaVoie's agreed to install a 15" culvert. Trustee Jessica Durgan move to approve the minutes with stated additions. Trustee Jarad Sanchez. The motion carried unanimously.

**Adoption of the Agenda**

Trustee Shantae Martinez motioned to adopt the agenda. Trustee Brian Valdez seconded. The motion carried unanimously.

**I. Public Comments**

No public comments.

**II. General Business**

**A. Rio de la Vista - Adams State University Salazar Rio Grande del Norte Center.**

Salazar Rio Grande del Norte Center at Adam State University launched an initiative for the congressionally designated Rio Grande Natural Area (RGNA), encompassing the Rio Grande River corridor in Colorado from the Alamosa Natural Wildlife Refuge and south to the New Mexico state line. This effort is in conjunction with community, government, and organizational partners to implement the recommendation of the 2015 RGNA Commission and their Management Plan released in 2015. Rio de la Vista presented information about the San Luis Valley Natural Wildlife Area. Rio asked if the Board of Trustees would be open to having posters in the Welcome Center for visitors to view for more information about the RGNA. There are four poster size signs that are 42 x 48. The vertical, free-standing posters will be double sided. These posters will have information about the natural wildlife habitat area and history of the settlers in the San Luis Valley.

The signs will be purchased by the RGNA initiative. The Board of Trustees agreed to placement of the signs in the Welcome Center.

**B. Estimate for Grading Casa Verde Real Road**

The Costilla County Road and Bridge Department estimate for grading of Casa Verde Street is \$958.00. Payment will come from the HUFT account.

Also, Trustee Jessica Durgan and Trustee Brian Valdez suggested the Town ask the County if they could give us an estimate to grade the rest of the dirt roads in San Luis. Town Manager Susan Sanderford will follow up with the County.

Trustee Jessica Durgan moved to approve the estimate for grading Casa Verde Real Road in the amount of \$958.00. Trustee Brian Valdez seconded. The motion carried unanimously.

**C. Kids to Parks Day Proclamation**

The Kids to Parks Day was established by the National Trust and set for May 18<sup>th</sup>, 2019 and asks that municipalities encourage families to get outdoors, visit local parks and participate in healthy activities.

Jarad Sanchez Mayor Pro-temp read *The Kids to Park Day Proclamation*.

Trustee Brian Valdez moved to approve *The Kids to Parks Day Proclamation*. Trustee France LaVoie seconded. The motion carried unanimously.

**D. Harassment Policy**

The Harassment Policy was presented to the Board of Trustees to be read and signed by all Employees, Trustees and the Mayor. The Town will receive compliance points for CIRSA to reduce the Town's insurance premiums.

**E. Bike Playground Community Input Meeting**

The Town was awarded a \$10,000 mini-grant from the SLV Development Resources Group and DOLA to have a master design plan created for the bike playground for the San Luis Community Park. John Hunter from America Ramp Company will be here on Monday, April 22, 2019 for a Community Input Meeting to help the Board and Community with the master plan for the park. Community members' input is important to help with grant funding. The meeting will be held at the Town Hall at 6:00 pm. Town Manager Sanderford will design flyers to publicize the meeting, will add this info to the town's newsletter and publish in the La Sierra and Costilla County Free Press.

**F. Traffic Logix Radar Signs**

Payment is ready to be mailed to Traffic Logix for the speed radar signs. CDOT has approved the signs and came to review where the signs will be placed. The County will help remove the signs from the truck when they arrive. And they may be delivered to the county shop if needed.

### **G. Founder's Day Fun Run**

There were 64 participant runners/walkers in the 5k color fun run on April 6<sup>th</sup>, 2019. There were no injuries and everyone had a great time, although there were some complaints about dust getting in runners/walkers eyes and mouth. The Town Hall will donate \$64.00 to the Vega Board. A Thank You Letter will be included with the check to the Vega Board. Trustee France LaVoie was sponsored by her co-work. She will donate the money she raised to the Town Hall.

### **H. Dog Permit**

The Board reviewed the Dog Permit Application and letter to citizens for approval. These will be included in the next newsletter to address the issues of dogs at large and dangerous dogs within the Town. An attending citizen asked if the Town was going to do something about all the cats as well. Town Manager Sanderford will look into a possible catch and release, spay and neuter clinic for cats.

## **III. Report by Officers**

### **A. Sheriff's Office Report**

Costilla County Sheriff's Office, Deputy Angela Esquibel – introduced the new Costilla County Deputy Decker. In the month of March there was a dangerous dog attack on Jasper Street; aggravated assault on Jasper Street; and a domestic violence on Pedro Street; an arrest on Main Street; a burglary; an aggravated assault on 8<sup>th</sup> Street; a DUR on Main Street; and a harassment on Main Street.

### **B. Maintenance**

T. J. Maestas – reported he finished cleaning the gutters and streets. He received a load of dirt from the county and will start filling the pot holes. He has been cleaning and organizing the maintenance shop and has completed that work. He pulled the carpet from the shop because it had mouse excrement.

Mayor Tiffany Gallegos suggested that T. J. begin cleaning the park. The wood on the benches and picnic tables need to be checked to see if they need to be varnished or stained and pick up branches and trash. Trustee Roberta Romero stated the kids would like the basketball court repainted. According to the MOU with Adelante the Town is responsible for painting the lines on the court.

Asphalt will be delivered tomorrow to repair pot holes. There is a large pot hole on Vega Street causing issues.

### **C. Code Enforcement Report**

Trustee Roberta Romero - Will be sending out notices to clean yards.

### **D. Clerk/Manager**

Town Manager Susan Sanderford – The Town received an email about the CML District Meeting the Town will be hosting in September. The Town needs to come up with a place for the meeting and organize the event. This item will be placed on the agenda for the April 7<sup>th</sup>, 2019 Work Session.

The Town needs to start organizing the *Santa Ana Festival*. Volunteers are also needed to help organize this event. The Board set up a Special Meeting to talk about Santa Ana on Thursday, April 11<sup>th</sup>, 2019 at 6:30 p.m. Mayor Gallegos is contacting a D.J. and looking for a band for Saturday, April 27, 2019.

#### **IV. Approvals**

##### **A. Covered Wagon Bar LLC Approval – Liquor License Renewal**

Trustee Brian Valdez moved to approve the Covered Wagon Bar, LLC Approval Liquor License Renewal. Trustee France LaVoie seconded. The motion carried unanimously.

##### **B. Loitering Ordinance 2019-02**

Trustee Jessica Durgan moved to approve Loitering Ordinance 2019-02. Trustee France LaVoie seconded. The motion carried unanimously.

##### **C. Dangerous Dog Ordinance 2019-03**

Trustee France LaVoie moved to approve Dangerous Dog Ordinance 2019-03. Trustee Brian Valdez seconded. The motion carried unanimously.

##### **D. Harassment Policy**

Trustee Jessica Durgan moved to approve the Harassment Policy. Trustee Jarad Sanchez seconded. The motion carried unanimously.

##### **E. Centennial School Prom Donation amount of \$100.00**

Trustee Jarad Sanchez moved to approve the Centennial School Class of 2020 Prom donation in the amount of \$100.00. Trustee Roberta Romero seconded. The motion carried unanimously.

##### **F. AFLAC Insurance Monthly Premium**

Trustee Brian Valdez moved to approve the AFLAC Insurance monthly premium for all Employees, Trustees and the Mayor. Trustee Shantae Martinez seconded. The motion carried unanimously.

##### **G. County MOU Grading of Casa Verde Street**

Trustee Jessica Durgan moved to approve the estimate for grading Casa Verde Real Rd. in the amount of \$958.00. Trustee Brian Valdez seconded. The motion carried unanimously.

##### **H. Santa Ana Car Show Plaques**

Trustee Brian Valdez moved to approve the Car Show plaques 10 for \$24.00 each in the amount of \$240.00. Trustee Jarad Sanchez seconded. The motion carried unanimously.

**V. Executive Session: Park Property/Old Gym Issues**

Trustee, Roberta Romero moved to convene into executive session. Trustee Brian Valdez seconded. Motion carried unanimously.

Let the record reflect no actions or decisions were made in executive session.

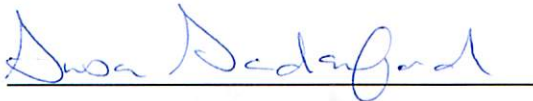
**VI. Adjournment**

Trustee Shantae Martinez moved to adjourn at 7:20 p.m. Trustee Jessica Durgan seconded. Motion carried unanimously. The meeting concluded at 7:40 p.m.


Minutes prepared by: Anita Sandoval, Deputy Clerk  
Reviewed by: Susan Sanderford, Town Clerk/Manager

THE TOWN OF SAN LUIS

ATTEST:

  
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Susan Sanderford, Town Clerk/Manager

  
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Tiffany Gallegos, Mayor

