

**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 March 2021 A.D., via video conferencing due to the Coronavirus (COVID-19) State of Colorado requirements. Mayor, Tiffany Gallegos, called the meeting to order at 6:06 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; Brian Valdez, Mayor Pro Tem; Roberta Romero, Trustee; Shantae Martinez, Trustee; Conrad Gallegos, Trustee; Julian Medina, Trustee; Susan Sanderford, Town Manager. Absent: Jessica Durgan, Trustee; Barbara Zollars, Town Attorney.

**Adoption of the Agenda**

Mayor, Tiffany Gallegos, presented the March 9<sup>th</sup>, 2021 agenda to the Board for approval.

Trustee, Shantae Martinez, moved to adopt the agenda as presented. Trustee, Roberta Romero, seconded. Motion carried unanimously.

**Adoption of the Minutes**

Mayor, Tiffany Gallegos, presented the February 9<sup>th</sup>, 2021 Regular Town Hall Meeting and February 19<sup>th</sup>, 2021 Special Meeting Minutes for approval.

Mayor Pro Tem, Brian Valdez, moved to approve the February 9<sup>th</sup>, 2021 Regular Town Hall Meeting and February 19<sup>th</sup>, 2021 Special Meeting Minutes. Trustee, Julian Medina, seconded. Motion carried unanimously.

**I. Public Comments (limited to three minutes)**

*No public comments.*

**II. New Business**

**A. Dog Complaint – Yvonne Comar**

Yvonne Comar, brought before the Board two complaints about neighborhood dogs leaving excrement in front of her home's front door at 1106 Salazar Street. The two incidents happened on Christmas Day of 2020 and the 24<sup>th</sup> of February 2021. One dog tore into her trash as well. The issue is with the dogs of the daughter of the neighbor next to Ms. Comar's home. These dogs follow the daughter when she comes to visit her mother.

Town Manager, Susan Sanderford, suggested Code Enforcement speak with the daughter of Ms. Comar's neighbor to find out more information and suggest the dogs be left at home rather than following her when she visits her Mother. Code Enforcement, Roberta Romero, will contact the dog owners to seek a solution to Ms. Comar's dog complaint.



### **B. Appraisal for Covered Wagon Building**

Mayor, Tiffany Gallegos, stated she and Town Manager, Susan Sanderford, met with Architect, Jv DeSousa on Saturday, March 6<sup>th</sup> to look at the Covered Wagon building and the dance hall for possible use as a community center. Mayor Gallego asked the Board of Trustees if they would be interested in having the building appraised for potential purchase in the future. Mayor Gallegos stated the appraisal is necessary to find the fair market value purchase price.

Mayor Pro Tem, Brian Valdez, moved to approve the appraisal for the Covered Wagon building and dance hall. Trustee, Conrad Medina, seconded. Motion carried unanimously.

### **C. Certified Local Government**

Town Manager, Susan Sanderford, presented information on the Town becoming a Certified Local Government (CLG). Ms. Sanderford stated being a CLG would help the Town find 100% grant funding on certain projects. Becoming a CLG would also require a Historic Preservation Ordinance and committee. The Town could use the Main Street committee as the Historic Preservation Committee as well.

Mayor Pro Tem, Julian Medina, moved to approve the Town moving forward to become a Certified Local Government. Trustee, Conrad Medina, seconded. Motion carried unanimously.

## **III. Reports by Officers**

### **A. Manager Report**

Town Manager, Susan Sanderford, stated José Molina submitted a building permit application for an addition to the back of 810 Pedro Street house adding 450 sq. ft to the kitchen. The addition will not affect property setbacks.

Trustee, Roberta Romero, moved to approve the José Molina, 810 Pedro Street building permit. Trustee, Julian Medina, seconded. Motion carried unanimously.

Town Manager, Susan Sanderford, stated Mayor Tiffany would like to add dirt hills on the Town's 23 acres to create a four-wheeler riding trail. Trustee, Conrad Gallegos, stated there should be good rules in place for anyone using the trails. The Board of Trustees discussed the concept and agreed this was good idea if appropriate rules are established.

Trustee, Roberta Romero, moved to approve adding dirt hills and a four-wheeler riding trail on the 23-acre Town property. Mayor Pro Tem, Brian Valdez, seconded. Motion carried unanimously.

Town Manager, Susan Sanderford, stated the Town was awarded the SLVGOG \$10,000 grant to purchase 20 solar pole lamps and four bike racks for the San Luis Community Park.

Trustee, Shantae Martinez, asked whether the Maestas' have been notified about cleaning the rubble of their burned building on Main Street. Town Manager Susan Sanderford stated she spoke with the Maestas' and they have someone to remove the steel beams and metal and will do the cleanup in stages because of lack of funds. Ms. Sanderford asked the Maestas' to keep her informed about the progress of the building clean up.



Mayor, Tiffany Gallegos, stated kids were playing in the abandoned two-story blue house on Church Place. Town Manager, Susan Sanderford, stated she would send a letter to the owners to secure the house from entry.

#### **B. Code Enforcement**

Code Enforcement, Roberta Romero, stated she has identified eight yards needing to be cleaned and will start to notify the property owners in violation. Ms. Romero suggested the days to clean up the property should be shortened to seven days instead of thirty to encourage faster cleanup and only one notice be sent to clean the property, then a violation would be sent. The Board agreed to move forward with a seven-day clean period and one violation notification, then a violation fine.

Ms. Romero asked if the Town what the town could do to remove the car parked at the housing authority for years. Town Manager, Susan Sanderford, stated she would call Jerry Gallegos with the Housing Authority to confirm what can be done about removing the car.

Ms. Romero asked if the Town should put dirt in the alleys. Mayor, Tiffany Gallegos, stated we should go through all the alleys and add dirt because they are in bad shape. Maintenance Worker, Joey Urbina, will be notified to work on the alleys and add dirt where needed.

#### **IV. Approvals**

##### **A. Resolution 2021-02–Appropriation of Funds to Contract with Downtown Colorado, Inc.**

Mayor, Tiffany Gallegos, presented Resolution 2021-02, Appropriation of Funds from the General Fund Account to Contract with Downtown Colorado, Inc. in the amount of \$20,000 to the Board of Trustees for approval.

Trustee, Brian Valdez, moved to approve Appropriation of Funds from the General Fund Account to contract with Downtown Colorado, Inc. in the amount of \$20,000. Trustee, Conrad Gallegos, seconded. Motion carried unanimously.

### **TOWN OF SAN LUIS, COLORADO**

#### **RESOLUTION 2021-02**

#### **APPROPRIATION OF FUNDS**

#### **A RESOLUTION APPROPRIATING SUMS OF MONEY FROM THE GENERAL FUND RESERVES FOR THE PURPOSE OF CONTRACTING WITH DOWNTOWN COLORADO, INC. CHALLENGE PROGRAM FOR ECONOMIC DEVELOPMENT PLANNING AND DEVELOPMENT.**

WHEREAS, the TOWN OF SAN LUIS has adopted the 2021 annual budget in accordance with the Local Government Budget Law, on December 12th, 2020, and;

WHEREAS, the TOWN OF SAN LUIS has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the TOWN OF SAN LUIS.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SAN LUIS, COLORADO:

That the following sums are hereby appropriated from GENERAL FUND RESERVES for purposes stated below:

From: GENERAL FUND RESERVES  
For: Downtown Colorado Inc. Challenge Program  
Amount: \$20,000.00

**Passed and adopted this 9<sup>th</sup> day of March, 2021 at the regular scheduled Town Board meeting of the Town of San Luis, Colorado.**

TOWN OF SAN LUIS, COLORADO

by: Tiffany A. Gallegos  
Tiffany Gallegos, Mayor

ATTESTED:

Susan Sanderford  
Susan Sanderford, Office of the Town Clerk



#### V. Adjournment

Trustee, Brian Valdez, moved to adjourn at 7:29 p.m. Trustee, Shantae Martinez, seconded. Motion carried unanimously.



ATTEST:

Susan Sanderford  
Susan Sanderford, Office of the Town Clerk

THE BOARD OF THE TOWN OF SAN LUIS

Tiffany A. Gallegos  
Tiffany A. Gallegos, Mayor