

**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 11<sup>th</sup> of June 2019 A.D., in the Town Hall meeting room in San Luis, Colorado. Mayor Tiffany Gallegos called the meeting to order at 6:07 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; France LaVoie, Trustee; Brian Valdez, Trustee; Jarad Sanchez, Mayor Pro Tem; Shantae Martinez, Trustee; Jessica Durgan, Trustee; Susan Sanderford, Town Manager; Randi Espinoza, Summer Youth Worker. Absent: Roberta Romero, Trustee; Barbara Zollars.

**Approval of the Minutes**

Mayor Pro Tem Jarad Sanchez moved to approve the May 7<sup>th</sup> and May 14<sup>th</sup>, 2019 minutes. Trustee Jessica Durgan seconded. The motion carried unanimously.

**Adoption of the Agenda**

Town Manager Susan Sanderford asked to remove Resolution 2019-06 – Purchase of Tax Lien Sales from the Approval section (6B) of the agenda more research is needed.

Trustee Jessica Durgan motioned to adopt the agenda with amendment of item 6B. Trustee Brian Valdez seconded. The motion carried unanimously.

**I. Public Comments**

No public comments.

**II. New Business**

**A. Bernadette Lucero – Catering for the CML Dinner.**

Bernadette Lucero came before the Board to receive suggestions on what style of food to prepare for the September 24<sup>th</sup>, 2019 Colorado Municipal League (CML) District 8 Meeting to be sponsored by the Town of San Luis. Ms. Lucero will email a proposed menu to the Town for review. The event will be held at the Painted Sage, 211 Main Street. Dinner to begin at 6:30 pm. The Cost will be \$25.00 per person.

Trustee Brian Valdez suggested we keep the menu to local foods. The dinner will include drinks and dessert as well. Vicente from Mrs. Rios is willing to sponsor the alcoholic beverages. Ms. Lucero will email a proposed menu to the Town for review. The event will be held at the Painted Sage, 211 Main Street. Dinner to begin at 6:30 pm. The Cost will be \$25.00 per person.

## **B. Phillip Cardenas – Town Yard Clean-Up Complaint**

Phillip Cardenas came before the Board with a complaint about the trash in the yards in San Luis as well as the yard behind his house. He stated there are certain properties that are not being taken care of and accumulating trash and junk in the yards. There is a smell with the trash and he can smell it around his property. Mr. Cardenas took pictures of certain areas in the town that have accumulated trash and presented the pictures to the Board. He showed a picture of the 507 7<sup>th</sup> Street property that is behind his property. Mr. Cardenas stated he was aware the Town had sent a letter to the owners of that property to clean up their yard and stated they cleaned up a little bit but in his opinion not enough to deter the smell (dog poop and mold). Mr. Cardenas felt this was bringing down the value of his property in which he is trying to currently sell and two weeks ago the owners brought in two more junk cars onto their property and keep accumulating all this junk and nothing is being done about it. Mr. Cardenas stated this was a shame to our town and feels it looks like we live on a reservation with all the cars, junk and trash with nothing being done to fix the problem. Mr. Cardenas pleaded with the Board to take some action and start taking people to court.

Town Manager Susan Sanderford assured Mr. Cardenas that the Town has started the process of notifying homeowners they needed to clean their yards and have already sent five or six letters to the worst property owners. Ms. Sanderford stated the Town is aware of the trash situation and is working on the problem.

Mr. Cardenas stated he cannot leave any of his windows open because of the smell and the fact that some homeowners are burning their trash. His clothes in the dryer smell like smoke as well. He also look pictures of other houses that are creating trash problems as well. Mr. Cardenas would like the Town to make the trash property a priority.

Ms. Sanderford stated another letter will be written to the owners of the 507 7<sup>th</sup> Street property to continue to clean their yard and that Code Enforcement will go out and assesses the property.

## **B. Town Clerk Position**

Town Manager Susan Sanderford stated that a decision needs to be made when to interview the four applicants who sent in resumes. Copies of the resumes were presented to the Board. Friday was suggested to start the interviews. Two interviews will take place on Friday, June 14<sup>th</sup> and two on June 21. Mayor Tiffany Gallegos, Mayor Pro-Tem Jarad Sanchez, and Trustee Jessica Duran volunteered to conduct the interviews with Town Manager Susan Sanderford. Trustee Jarad Sanchez recused himself from interviewing Betty Medina.

## **C. Car Show Trophy**

Town Manager Susan Sanderford stated Tommy Vigil would like to know if the Town would like to have a Town Trophy awarded for the Car Show. The Board of Trustees would vote for their favorite classic car. The Board would need to come up with a name for the trophy. Mayor Pro Tem Jarad Sanchez suggested “Town Cup.” The Town will be responsible to purchase the Town trophy.

Trustee Shantae Martinez suggested “San Luis Town Cup.”

Trustee Brian Valdez motioned to approve the purchase of a Town trophy. Trustee France LaVoie seconded. The motion carried unanimously.

**D. Office Computer**

Town Manager Susan Sanderford suggested it was time to purchase a new desktop computer for the office as it was discovered the current computer will be six years old in August. Ms. Sanderford spoke with WSB computer and was given a quote of \$1,833.82 plus setup at \$95.00 per hour to replace the old computer. This computer is the main computer for the office. Trustee Brian Valdez suggest we not purchase the computer from WSB because they were too expensive and we should research to purchase the computer on our own then have them come set up the computer. Ms. Sanderford asked the Trustees to come up with another option if they didn't want to use WSB. Mayor Gallegos suggested we could purchase an Apple desktop. A decision was tabled until other options on where to purchase the computer could be found.

**E. MOU for the Helen Vigil Property**

Town Manager Susan Sanderford presented to the Board with a draft MOU to be presented to the Helen Vigil family for their review, input and feedback. The MOU suggests a \$5,000 earnest money deposit to hold the property while seeking grant funding from GOCO to purchase the land. The grant is due in October. If the Town does not fulfill the contract the Town would lose the \$5,000 earnest deposit. If the family does not move forward, then the \$5,000 would be returned. The earnest money would be spent from the Conservation Trust Fund account as it is a park expenditure.

Trustee Jessica Durgan stated we needed to expend the \$5,000 anyway to secure the property. The next step would be to have an appraisal of the property to present to the owners.

Ms. Sanderford will send the draft MOU to Town Attorney Barbara Zollars first then to the family's lawyer for their review and approval. There was discussion concerning the clause whether the family could stay in the home after remodeling. Ms. Sanderford stated this was what made the family interested in selling the property to the Town. The MOU stipulates the family can only use the home three weeks out of the year. It was suggest we add that this would only happen if we can save and restore the home.

**F. July 4th Fireworks**

Mayor Gallegos spoke with Josito Espinoza who stated, if the Town can afford it, he would pay half of the fireworks for a July 4<sup>th</sup> celebration and he would pay the other half of the cost. The cost would be \$225.00 for the Town. The staff will make a flyer and post around town.

Trustee Brian Valdez motioned to approve the \$225.00 for Josito Espinoza to purchase fireworks for July 4<sup>th</sup>, 2019 celebratoin. Trustee Shantae Martinez seconded. The motion carried unanimously.

### **G. Annexing Liquor License**

Vicente Rios would like the town to annex his liquor license so he can have a beer garden at the Saturday night Gonzalo concert for the Santa Ana Festival. This would be a year-long license. Trustee Jessica Durgan stated Picadilly's was also open to having the Beer Garden for the Band on July, 27<sup>th</sup> from 8:00 pm to 12:00 am.

### **H. Fiesta de Santiago y Santa Ana Fireworks**

Mayor Tiffany Gallegos received a quote from Raymond Montano in Colorado Springs for fireworks for Santa Ana for the amount of \$800.00. This will be a 30 minute show and he will give some extra fireworks for free.

Trustee Brian Valdez motioned to approve the purchase of fireworks from Raymond Montano for the Fiesta de Santiago y Santa Ana for the amount of \$800.00. Trustee France LaVoie seconded. The motion carried unanimously.

### **I. Adelante Santa Ana Schedule**

Town Manager Susan Sanderford stated Adelante brought in their schedule for the Santa Ana festival for the Boards review. They will be having a BBQ at the park on Friday night. They are wanting to know if the Town will be providing a DJ. The Board responded that Adelante could provide a DJ as well. Ms. Sanderford spoke with Lisa Casias from Costilla County Prevention Partners (CCPP) to see if they would want to organize a glow stick dress up contest for Friday night as well but had not heard back. Mayor Gallegos will follow up with Lisa.

Mayor Gallegos stated she spoke with a vendor who makes large Jenga and Connect Four games for the park. Mayor Gallegos invited them to attend the Santana Fiesta as a vendor.

## **III. Old Business**

### **A. Park Stage**

The Town has still not received the quote to build the stage for the park from Pro-Shed as of this date.

Trustee Brian Valdez stated he would check with a couple of his contacts that could possibly build the stage.

### **B. Vega Board Letter**

Town Manager Susan Sanderford presented a letter to send to the Vega Board to let them know the Town would be using the Vega Road for the Stations of the Cross 10K. Ms. Sanderford will be going before the Costilla County Board on Tuesday June to ask permission to use County Road. P.6 for the 10K run.

### **C. Dumpster Days Monitoring**

Town Manager Susan Sanderford state that T.J. does not work during the weekends and the Town will need someone to monitor the dumpster for Dumpster Days on June 15<sup>th</sup> & 16<sup>th</sup>.

Mayor Gallegos suggested we use our youth worker Josiah to work that weekend. Ms. Sanderford will check with Josiah to make sure he is open to working those days.

#### **IV. Report by Officers**

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

Costilla County Sheriff's Office Sergeant Robert Clarke – In May there were 14 criminal cases: one burglary; one property damage; one harassment; two obstruction of police; two theft; one traffic accident; two trespassing; three warrant arrests. This doesn't count the burglary at Sonja's and there is another burglary under investigation. The deputies have not been writing a lot of traffic tickets in town because there are only three deputies and they are short-handed. Hopefully, a new deputy will be hired at the end of the month. The Town is generating about 15 percent of the total cases the Sheriff's Office deals with on a monthly basis county wide. Ms. Sanderford stated we are still getting complaints about the Martinez's pit bull causing issues. Sergeant Clarke stated he would look into the dog issue.

##### **B. Maintenance**

T. J. Maestas – I finished grading the roads by 12<sup>th</sup> street, has been mowing and cleaning around town trying to make it look good.

Mayor Gallegos stated the trees on Salazar Street and 8<sup>th</sup> Street hang too low over into the street and trucks are hitting them.

Trustee Brian Valdez suggested we look into purchasing a pole saw for the trees.

Mayor Gallegos suggested T.J. drive around town and if he sees an obstruction, cut back the foliage so it doesn't impede traffic. Josiah, the summer youth worker started working on Monday. T. J. stated he was doing well and was teaching him to use the tractor.

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

No report given.

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

Town Manager Susan Sanderford – the grant for the Colorado Health Foundation will only lend 25% of the general operating budget of the Town which is around \$300,000. Therefore the Town can only ask for \$75,000 for the park bike playground project. The grant is almost complete but it feels as if we should put off the grant to October so we can find funding other private funders. Ms. Sanderford will try to rewrite the grant for a smaller amount if she gets the estimates back in time from American Grant Company.

Ms. Sanderfore presented a letter written to the Maestas family to clean up the property and the debris left from the fire for review and approval to be signed by the Board of Trustees.

Wilfred Medina came in to ask if he could have more time to clean up his 711 Alfonso Street yard. He was given more time because he will be using the Dumpster Day dumpster to help get rid of some of the trash in his yard.

**V. Approvals**

**A. Resolution 2019-05 – Adam’s State Scholarship for \$1,200.**

Mayor Pro Tem Jarad Sanchez moved to approve the Adam’s State Scholarship for \$1,200.00. Trustee Jessica Durgan seconded. The motion carried unanimously.

**B. Appraisal of the 514 Main Street Property**

Trustee Brian Valdez motioned to approve the appraisal of the 514 Main Street/Helen Vigil property. Trustee France LaVoie seconded. The motion carried unanimously.

**VI. Executive Session**

**VII. Adjournment**

Trustee Brian Valdez moved to adjourn at 7:19 p.m. Trustee France LaVoie seconded. Motion carried unanimously.



ATTEST:

TOWN OF SAN LUIS BOARD



Susan Sanderford, Town Clerk/Manager



Tiffany Gallegos, Mayor