

**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 8<sup>th</sup> of June 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 6:03 p.m. The following were present to wit:

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

**Adoption of the Agenda**

Mayor, Tiffany Gallegos, presented the June 8<sup>th</sup>, 2021 agenda for approval.

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

**Adoption of the Minutes**

Mayor, Tiffany Gallegos, presented the May 11<sup>th</sup>, 2021 Town Hall Meeting Minutes for approval.

Trustee, Jessica Durgan, moved to adopt the May 11<sup>th</sup>, 2021 Town Hall Meeting Minutes. Trustee, Brian Valdez, seconded. Motion carried unanimously.

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

*No public comments.*

**II. New Business**

**A. Electric at the Park**

Town Manager, Susan Sanderford, stated there is a concern if there is enough electricity for the vendors and the band to be using power at the same time.

The Board discussed options for adding to the electrical capacity for the park.

Ms. Sanderford stated calling Valley Electric to assess the best options add service and give a quote.

**B. Huberto Maestas – Demolition of Building**

Mr. Maestas stated he has a company under contract and will be demolishing the building and will be starting the process in two weeks, the week of June 22<sup>nd</sup>, 2021. Mr. Maestas stated the building will be removed by Santa Ana - July 24, 2021.

**C. 5K Color Run**

Mayor, Tiffany Gallegos suggest the 5K Color Run be moved to September, 6<sup>th</sup>, 2021, Labor Day. The Board agreed to move the run to Labor Day instead of July, 4<sup>th</sup>, 2021.

#### **D. 4<sup>th</sup> of July Fireworks**

Mayor, Tiffany Gallegos, stated she and Matt Cordova are working on getting certified to light the fireworks so the fireworks can be purchased. The fireworks will be lit on top of the Shrine mesa with the Costilla County Fire Department present in case of spot fires. No one else will be allowed on the mesa when lighting the fireworks.

#### **E. Radio Advertising for Santa Ana**

Town Manager, Susan Sanderford, asked the Board if they would like to have radio advertising for Santa Ana.

Trustee, Shantae Martinez, stated the advertising the town does on Facebook and word-of-mouth will bring in folks and felt that would be enough advertising.

Mayor, Tiffany Gallegos, suggested Public Service Announcements be sent out to the local radio stations

#### **F. Acequia Association Letter**

Town Manager, Susan Sanderford, stated a letter was forwarded to the Board by email concerning the replacement of a culvert by Franklin Medina's house and needed clarification on what the Acequia Association was requesting.

The Board discussed the issue and whether the pavement needed to be repaired after installation of the culvert.

Mayor, Tiffany Gallegos, suggested we contact Franklin Medina for clarification.

#### **G. Car Show at the Park**

Town Manager, Susan Sanderford, stated Tommy Vigil asked if the Car Show could be moved to the park for Santa Ana this year.

The Board discussed the pros and cons of moving the car show from the church to the park. The Board agreed the church is preferred for the Car Show rather than the park because of other events happening at the park.

#### **H. Santa Ana Parade**

Town Manager, Susan Sanderford, stated no one has applied to be in the parade this year.

Mayor, Tiffany Gallegos, suggested advertising on Facebook, the Town newsletter and in the LaSierra and Costilla Free Press.

Trustee, Jessica Durgan, volunteered to ask business owners to participate.

#### **I. Performance Stage Bid**

Town Manager, Susan Sanderford, stated the Town won the bid for the performance stage in the amount of \$3,000 from Sierra Grande School District and the stage was much larger than originally reported and storage may be an issue. Maintenance will be picking up the stage before June 12<sup>th</sup>, 2021 and will store it in the shop until another solution can be determined.

## **J. Snow Plow Contract – Conservancy District**

Town Manager, Susan Sanderford, presented the Snow Plowing contract with the Costilla County Conservancy District to the Board and felt clarification was needed as to the scope of work as the price seemed low for 2021 with an amount of \$200.

The Board agreed the scope of work needed to be clarified before signing the contract.

## **K. Summer Maintenance Youth Workers**

Mayor, Tiffany Gallegos, suggested we hire two youth workers this summer.

Town Manager, Susan Sanderford, stated the hours would be from 8 am to 12:00 pm and the age range would be 16 to 18 years old.

Maintenance, Matt Cordova, suggested they work specifically in the park for the summer.

## **III. Reports by Officers**

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

Deputy, Hunter Valesquez, stated the calls for the Month of May were 12 calls for the Town of San Luis: one weapons discharge; two traffic citations for driving without a license; one theft call; one possible sex offence being investigated; two obstructions of justice; one harassment case; one jail escape at the Sheriff's Office; one burglary; one assault.; and nine traffic citations on Main Street.

Deputy Valesquez stated Sheriff Danny Sanchez would like to know if the Town will be paying for Deputies for Security for Santa Ana this year.

Town Manager, Susan Sanderford, stated the Town pays \$1,800 for Santa Ana security and to ask Sheriff Sanchez if he was looking for more for security and to let the Town know if they needed extra money for security.

### **B. Manager's Report**

Town Manager, Susan Sanderford, stated the new hire maintenance worker did not show for work after two days of working for the Town. Trent Durgan, who worked for the Town before, was hired to work temporarily for three months to meet the maintenance needs.

Ms. Sanderford, stated the Town will have the ability to work with the Main Street "Open for Business" program which will allocate funds for façade and energy efficiency grants for downtown businesses. Businesses will need to apply and the Town will be administering the grants. The program is in the initial phase of development.

Ms. Sanderford, stated San Luis will receive American Recovery Act Funds from the federal government in the amount of \$165,388.14. The funds will need to be used for economic recovery and COVID relief. More details will come as to how the funds can be spent. These funds are available to spend until December 31<sup>st</sup>, 2024. Ms. Sanderford stated she applied for the funds and should know shortly if approved.

Ms. Sanderford, stated there were leftover funds from the CVRF funds and needed to be expended before applying for another \$50,000. The final \$3,000 funds were donated to the Sangré de Cristo Parish.

Ms. Sanderford, reminded the Board the parklet activation with Downtown Colorado, Inc. will be June 19<sup>th</sup> from 9 to 11 am. and the Town Plaza Design meeting with Jeff Woods and the University of Colorado Denver students to present the designs to the public will be June 22<sup>nd</sup>, 2021 at 6:00 pm.

### **C. Maintenance Report**

Maintenance, Matt Cordova, stated he dropped off the riding mower in Alamosa for repair and it should take a few weeks for the repair to be completed.

Mr. Cordova also stated the weeding has been completed on Main Street and Trent Durgan has been working on mowing and weeding the park.

Mr. Cordova stated the storm drain pot hole on 8<sup>th</sup> Street is the Town's issue and a solution for the pot hole will need to be found.

### **D. Code Enforcement**

Code Enforcement, Roberta Romero, stated the person who lived in the house that burned on Alfonso Street is now living in an RV in his yard. A decision will need to be made how long the Town will allow him to live in the RV.

Mayor, Tiffany Gallegos, stated the Town needs to find out his plans for restoring the house as RV living is not allowed in the ordinances.

Ms. Romero stated a new list has been made to send out letters to clean yards.

## **IV. Approvals**

### **A. Maintenance Lawn Mower Purchase - \$4,061.91**

Mayor, Tiffany Gallegos, presented the purchase of a new maintenance riding lawn mower for the cost of \$4,061.91 for approval.

Trustee, Roberta Romero, moved to approve the purchase of the riding lawn mower for \$4,061.91. Trustee, Jessica Durgan, seconded. Motion carried unanimously.

### **B. Fall Sports Ad - \$50.00**

Mayor, Tiffany Gallegos, presented the purchase of fall sports ad for the fall football team for \$50.00 for approval.

Trustee, Roberta Romero, moved to approve the purchase of fall sports ad for the fall football team for \$50.00. Trustee, Brian Valdez, seconded. Motion carried unanimously.

## **V. Adjournment**

Trustee, Brian Valdez, moved to adjourn at 7:35 p.m. Trustee, Shanta Martinez, seconded. Motion carried unanimously.

THE BOARD OF THE TOWN OF SAN LUIS

  
Tiffany A. Gallegos, Mayor

ATTEST:

  
Susan Sanderford, Office of the Town Clerk

