

**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 10<sup>th</sup> of March 2020 A.D., in the Town Hall meeting room in San Luis, Colorado. Mayor, Tiffany Gallegos, called the meeting to order at 6:00 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; France LaVoie, Trustee; Roberta Romero, Trustee; Jessica Durgan, Trustee; Mayor Pro Tem, Brian Valdez; Trustee, Shantae Martinez; Susan Sanderford, Town Manager; Rebecca Romero, Town Clerk; Barbara Zollars, Town Attorney.

**Approval of the Minutes**

Approval of the February 11<sup>th</sup>, 2020 Regular Meeting Minutes.

Mayor ProTem, Brian Valdez, moved to approve the February 11<sup>th</sup>, Regular Town Hall Meeting Minutes. Trustee, Roberta Romero, seconded. Motion carried unanimously.

**Adoption of the Agenda**

Trustee, Shantae Martinez, moved to adopt the agenda. Trustee, France LaVoie, seconded. Motion carried unanimously.

**I. Public Comments**

*No Public Comments.*

**II. New Business**

**A. Kristina Daniel, Mat Extension Program**

Kristina Daniel, Director of Valley Wide Behavior Health, came before the Board to talk about the Medication Assisted Treatment (MAT) Extension Program. Ms. Daniels stated Behavioral Health received a grant from Senate Bill 1901 for Valley Wide Health and were the fiscal agents for the grant throughout the San Luis Valley. Mrs. Daniel stated to the Board if anyone was addicted to opioids, this program will help individuals struggling with addiction who cannot afford the medication. Ms. Daniels, stated there will be not charge for individuals who need transportation as well and every town in the San Luis Valley will have access to the MAT extension program. There will also be a mobile MAT unit that visits San Luis once a week at the Mental Health Building.

### **B. Roy Esquibel**

Mr. Esquibel, came before the Board to inform the Board the Southwest Conservation Corp, a program for youth, will work this summer on the Carpenter Ranch.

Mr. Esquibel also asked the Board if the town water ditches were going to be restored, dug out and if the digging would interfere with the fiber optic cables underneath. Mayor, Tiffany Gallegos, stated the ditches currently only run up to the street by Adrian Maestas' house. Mayor ProTem, Brian Valdez, stated if the Town wanted to start using the ditches again the town would have to re-claim all ditches again.

Mr. Esquibel, asked for clarification on what is happening with the town park. Town Manager, Susan Sanderford stated to Mr. Esquibel the town received a Colorado Health Foundation Grant for a walking and biking path around the perimeter of the park and the old gym will be demolished after it is inspected to ensure all the asbestos has been abated. Mayor, Tiffany Gallegos, stated we are hoping to have everything completed in the park by the Santiago Y Santa Ana Fiestas in July.

### **C. Review of Exemption of Audit**

Town Manager, Susan Sanderford, presented the 2019 Exemption from Audit to the Board for the Board for review. The 2019 Exemption from Audit was completed by Lillian Adams from Wall, Smith, Bateman Inc. and will need to be approved before it can be sent to the State of Colorado.

### **D. Quotes for Pathways**

Town Manager, Susan Sanderford, stated to the Board she received two quotes for the walking/biking path for the park for the crushed granite. One from Absmeier Landscaping & Construction LLC. in the amount of \$9,456.00 and North River Greenhouse & Landscaping Inc. for \$30,315.30. Ms. Sanderford suggested the Board choose Absmeier Landscaping & Construction LLC., for the \$9,456.00.

Trustee, Shantae Martinez, moved to approve the quote for Absmeier Landscaping & Construction LLC. in the amount of \$9,456.00. Trustee, Roberta Romero seconded. Motion carried unanimously.

### **E. Donation for walking Leaders**

Town Manager, Susan Sanderford, presented a list of needs to the Board to consider to donate for the Connect to Walk Program to be implemented in the San Luis area. Trustee, Roberta Romero asked how the youth would apply? Trustee, Jessica Durgan, stated Move Mountains and the National Heritage are sponsoring the program.

Trustee, Roberta Romero, moved to approve the donation for First Aid Kits to Connect to Walk in the amount of \$100.00. Trustee, Jessica Durgan, seconded. Motion carried unanimously.

### **F. Sheriff's IGA**

*Tabled*

### **G. Easter with Knights of Columbus**

Mayor, Tiffany Gallegos, stated Rhonda Serna-Vigil asked if it was possible to help mow the grass at the Parish Hall for the Easter Egg hunt. Town Manager, Susan Sanderford, asked if the mowing was going to be continuous? Mayor, Tiffany Gallegos, stated we can do an agreement on mowing the grass once a year for Easter only. The Board agreed to mow the Parish Hall grass.

The Knights of Columbus also asked the Board for a donation from the Town for supplies for their Easter egg hunt.

Trustee, Roberta Romero, moved to approve a donation of \$150.00 to the Knights of Columbus for Easter gifts. Mayor Pro Tem, Brian Valdez seconded. Motion carried unanimously.

### **H. 2020 Model Traffic Code**

Town Attorney, Barbara Zollars, stated the 2020 Model Traffic Code is complete and the Board of Trustees will need to adopt the 2020 Model Traffic Code. Town Attorney, Barbara Zollars, stated there were some changes in the 2020 Traffic Code to be adopted. The 2020 Model Traffic Code will be reviewed and adopted at a later date.

## **III. Reports by Officers**

### **A. Manager/Clerk**

Town Manager, Susan Sanderford, stated we have still not closed on the 614 Main Street property because the title company is waiting on the personal representative deed from the sellers.

Ms. Sanderford stated we will need volunteer workers for the 5K Color Fun Run. Mayor, Tiffany Gallegos, stated she is working on recruiting volunteers.

Ms. Sanderford stated maintenance worker, Joey Urbina, will be attending the ADA Coordinator Training April, 2<sup>nd</sup> in Trinidad.

Ms. Sanderford presented a potential Noise Ordinance to the Board for review and the Board to consider adopting. Town Attorney, Barbara Zollars, stated if there were decibel levels presented in the ordinance. Town Manager, Susan Sanderford, stated she would add the decibel levels into the ordinance.

Ms. Sanderford stated Jeremy Elliott asked if Adelante can have their pageant right after our pageant for the Santiago Y Santa Ana Fiesta at the park. The Board agreed to allow Adelante to proceed with their pageant after the crowning of the Princess Pageant around 7:00 p.m.

Ms. Sanderford stated she received an email from Janelle Keyser, from History Colorado, who asked if the Town of San Luis would be willing to host an adobe workshop for people who want to learn about taking restoration of adobe buildings. The Board expressed their interest in hosting the workshop. Ms. Sanderford will follow through this Ms. Keyser to move the workshop organization forward.

Dumpster Day was discussed and the Board decided on the dates of Friday, May 1<sup>st</sup> through Sunday, May 3<sup>rd</sup>, 2020.

Town Clerk, Rebecca Romero, stated all town bank accounts will need to be updated due to Mayor Pro Tem, Jarad Sanchez's recognition. Ms. Romero stated she cancelled Mr. Sanchez's credit card and a letter will be mailed to confirm the cancellation. Ms. Romero stated Mayor,

Tiffany Gallegos; Trustee, France LaVoie; and Jarad Sanchez will need to make a date so all three can go to Community Bank of Colorado and sign off on the accounts.

Town Manager, Susan Sanderford, stated to the Board the folks who bought the LaVoie's subdivided property called and stated they had no clue that well and septic permits were not available in the Town. The buyer stated he did not know his property was in the Town limits. He thought his property was in the county. The Board of Trustees, stated to Town Manager, Susan Sanderford, to let the buyers know that is why they signed a letter stating they knew of the inability for the Town to issues well and septic permits. The Board stated the Town of San Luis, will not get involved in issuing well and septic permits. Town Attorney, Barbara Zollars, also stated the Town of San Luis is to not to get involved and the Town has already completed its due diligence by requiring a letter from the buyers stating the permit issue.

Surveyor, Billy Vigil, came before the Board and stated, he has been working on the Town survey and finding all the documentation of all annexed areas of the Town was the problem. He could not find any documentation of annexation of the Rito Seco subdivision. Mr. Vigil stated, the school and the Post Office are not part of the town. Mr. Vigil stated a lot of the boundaries do not meet the criteria for the survey and he will need to have more documentation to continue the survey. Town Manager, Susan Sanderford, state she will continue to work on looking for more annexation information.

#### **B. Maintenance**

Maintenance, Joey Urbina, stated he was cleaning the streets with the street brush on the Kabota. Mr. Urbina, stated he was going to need more parts for the Kabota and a new brush to continue the sweeping.

Mr. Urbina, asked if it was possible to get a small dump truck to do more of the road work hauling. The Board stated they would continue to look for a small dump truck.

Mr. Urbina also stated someone ran over one of the grills at the park and he had to remove the grill.

Mr. Urbina stated most street lights are working, but there are a few that need to be fix.

Mr. Urbina, stated he was going to lock up the park gates to prevent motor vehicles from driving through the park and tearing up the grass.

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

Trustee, Roberta Romero, stated she has been looking for yards with trash that need to be cleaned. She stated there are a few yards needing major cleaning and has been letting owners know to start cleaning up before violation letters are sent to them.

### **IV. For Approval**

#### **A. Resolution 2020-02, 2019 Exemption of Audit**

Mayor Pro-Tem, Brian Valdez, moved to approve Resolution 2020-02, 2019 Exemption of Audit. Trustee, Roberta Romero, seconded. Motion carried unanimously.

#### **B. Anti-Discrimination Statement**

Trustee, Roberta Romero, moved to approve the Town of San Luis Anti-Discrimination Statement. Trustee, Jessica Durgan, seconded. Motion carried unanimously.

**C. AFLAC Whole-Life Insurance—\$282.85 per Month**

*Tabled.*

**D. University of Colorado School of Architecture Contract for Town Plaza—\$3,400**

Trustee, Jessica Durgan, moved to approve the University of Colorado School of Architecture Contract Memorandum of Understanding for the design of the Town Plaza, between the Colorado Department of Local Affairs, University of Colorado Denver, Colorado Center for Community Development and the Town of San Luis. Trustee, Roberta Romero seconded. Motion carried unanimously.

**E. Elizabeth Medina (DeHerrera) Block Party Application**

Mayor Pro Tem, Brian Valdez, moved to approve the Block Party Application for Elizabeth Medina on 7<sup>th</sup> Street in the Town of San Luis on May 23<sup>rd</sup>, 2020. Town, Trustee Roberta Romero, seconded. Motion carried unanimously.

**V. Executive Session—Legal Council**

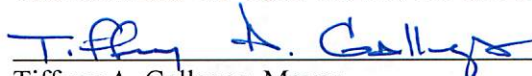
Trustee, Roberta Romero, moved to enter into executive session. Trustee, France LaVoie, seconded. Motion carried unanimously.

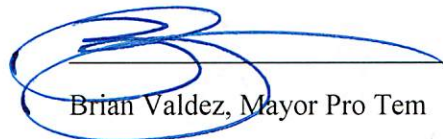
*Let the record reflect that no action or decisions were made during executive session.*

**VI. Adjournment**

Trustee, Jessica Durgan, moved to adjourn at 8:02 p.m. Mayor Pro Tem, Brian Valdez, seconded. Motion carried unanimously.

**THE BOARD OF THE TOWN OF SAN LUIS**

  
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Tiffany A. Gallegos, Mayor

  
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Brian Valdez, Mayor Pro Tem

**ATTEST:**

  
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Rebecca Romero, Town Clerk