

**STATE OF COLORADO)**

**SS.**

**THE TOWN OF SAN LUIS)**

The Board of the Town of San Luis, upon duly given notice, held a Regular Town Hall Meeting on the 13<sup>th</sup> of February 2024 A.D. at the San Luis Town Hall at 408 Main Street, 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; Susan Sanderford, Town Manager; Teddy Leinbach, Town Clerk; Connie Gurulé, Trustee; Shantae Martinez, Trustee; Conrad Gallegos, Trustee; Vivian Gallegos, Trustee; Absent: Brian Valdez, Mayor Pro Tem; Barbara Zollars, Town Attorney;

**Approval of the Minutes**

Mayor, Tiffany Gallegos, presented the January 9<sup>th</sup>, 2024 Special Meeting Minutes, the January 16<sup>th</sup>, 2024 Town Hall Meeting Minutes, and the January 23<sup>rd</sup>, 2024 Special Meeting Minutes for approval.

Trustee, Vivian Gallegos, requested that each Special Meeting Minutes include the purpose of the Special Meeting.

Mayor, Tiffany Gallegos, mentioned that Trustee, Shantae Martinez, requested a correction on the January 23<sup>rd</sup>, 2024 Special Meeting Minutes.

Trustee, Connie Gurulé, motioned to approve the January 16<sup>th</sup>, 2024 Town Hall Meeting Minutes, and to table the January 9<sup>th</sup>, 2024 and January 23<sup>rd</sup>, 2024 Special Meeting Minutes for next month. Trustee, Julian Medina, seconded. Motion carried unanimously.

**Adoption of the Agenda**

Mayor, Tiffany Gallegos, presented the February 13<sup>th</sup>, 2024 agenda for approval.

Trustee, Vivian Gallegos, moved to approve the February 13<sup>th</sup>, 2024 agenda. Trustee, Julian Medina, seconded. Motion carried unanimously.

**I. PUBLIC COMMENTS (limited to three minutes)**

Father John Farley, brought it to the attention of the Town Board that the press reported that he had attended a Town meeting in a state of anger. As he has not attended any Town meetings, he was confused about this reporting. Fr. Farley also informed the board that as priest, he made a decision in September to have Santa Ana on July 19-21. After he set the date, he made plans with his family for the following weekend. He has since heard that the Town Board is not happy with the dates and are considering changing the date. He reported that no Town Council Members came to him to ask him that the date be changed. Fr. John mentioned that if the dates are changed then he will be tasked with finding another priest for the festival. If the Town Board does decide to change the date, he is willing to accommodate.

Mayor, Tiffany Gallegos, responded that she was as confused as Fr. Farley was about the article in the press.

Ms. Marjorie Narramore said that she hopes that Santa Ana be moved to the last weekend of July as that is the tradition.

Trustee, Vivian Gallegos, responded that we need to come together as a community to celebrate this tradition of Santa Ana. Ms. Gallegos responded to Ms. Narramore that just last year, Santa Ana was on the third weekend of July, and in fact, it has been the third weekend of July in many years past, meaning it has not always been a tradition to have it on the last weekend of July. Ms. Gallegos explained that the success of past events has come from the community working together rather than fixating on the date.

Austin Gold, shared his concern that the Capila de Todos Santos (Shrine of the Stations of the Cross) on the hill is separating on the top left side. He said that he would be willing to donate towards the repair of the chapel. Trustee, Vivian Gallegos, responded that he would have to bring that to the attention of the Parish as that is Parish property, not Town property.

## **II. NEW BUSINESS**

### **A. Santa Ana Bands/Committee**

Town Manager, Susan Sanderford, asked if the board wants to have a committee dedicated to planning Santa Ana. Mayor, Tiffany Gallegos, mentioned that the committee would be in charge of the bulk of the planning for Santa Ana. Trustee, Julian Medina, mentioned that he would be interested in being a part of the committee.

Mayor, Tiffany Gallegos, said that she has two bands interested in performing at Santa Ana. One is called Bad Habit and they are out of Antonito and they charge \$500 for a 3-hour show. They play Spanish, Old School, Country, and Rock music. Ms. Gallegos also reached out to Chris Arellano for a quote.

Several other bands/musicians were discussed.

Town Manager, Susan Sanderford, asked if we are only going to have two bands for this year's event. Mayor, Tiffany Gallegos, mentioned that we will get as many bands that are within our budget. We could also look into booking a comedian or other forms of entertainment to supplement the bands.

Town Manager, Susan Sanderford, mentioned that the Santa Ana committee could be made up of volunteers. Trustee, Julian Medina, mentioned that we could get some of the kids from the school to be a part of the committee.

### **B. Chevy Truck Repairs**

Town Manager, Susan Sanderford, informed the board that the Chevy Truck was taken to Pat's Transmission and there is a quote pending.

Trustee, Vivian Gallegos, asked if we still own the Bobcat. Mayor, Tiffany Gallegos, responded that we traded the Bobcat and the tractor for the backhoe. The Bobcat was in disrepair and was too expensive to fix.

### **C. Main Street Work Plan/\$12,000 Grant**

Town Manager, Susan Sanderford, informed the board that she has included the Main Street work plan for this year in the board packet. The main project this year is a sculpture walk down Main Street. Ms. Sanderford asked DOLA if we can use the \$12,000 mini-grant to build the bases for the sculptures. DOLA granted permission for the project pending Town Board approval.

Mayor, Tiffany Gallegos, asked where the sculptures will be placed. Ms. Sanderford responded that the sculptures will be spread out along San Luis Main Street from 1<sup>st</sup> Street to 6<sup>th</sup> Street.

Town Manager, Susan Sanderford, mentioned that if we can't get the whole sculpture project done this year, the San Luis Main Street board will put large flower pots on the pedestals in the meantime.

Trustee, Connie Gurulé, moved to approve the \$12,000 grant be used for pedestals for the San Luis sculpture project. Trustee, Julian Medina, seconded. Motion carried unanimously.

### **D. Park Savings Account**

Mayor, Tiffany Gallegos, informed the board that SLV Federal Bank wants to close the park savings account because it is rarely used. Ms. Gallegos, and Town Manager, Susan Sanderford, discussed moving that money to the General Fund. The funds used to be designated to the recreation committee to be used for the park.

Town Manager, Susan Sanderford, said she needs permission to close the account and move it to the general fund. Ms. Sanderford said the money will be restricted funds to be used solely for Centennial Park.

Trustee, Vivian Gallegos, moved to approve closing the SLV Federal Bank account and moving the money to the General Fund as restricted funds to be used only for Centennial Park. Trustee, Julian Medina, seconded. Motion carried unanimously.

## **III. OLD BUSINESS**

## **IV. PLANNING AND ZONING**

## **V. REPORTS BY OFFICERS**

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

Deputy, Stacy Keisel, reported that there were 185 hours of patrolled time with the busiest times being 7pm and 11pm. The next busiest time was midnight. Deputy Keisel will provide the board with the detailed report at a later date.

Town Manager, Susan Sanderford, asked if they hired another officer or if the position is still open. Deputy Keisel responded that she is not sure. There will probably be another open position at the Sheriff's Office soon.

Trustee, Julian Medina, thanked the Sheriff's office for keeping an eye on his house while he was away. Deputy Keisel, mentioned that if anyone wants their home monitored all they have to do is call into the Sheriff's office and request extra patrolling.

**B. Manager/Clerk Report**

**C. Maintenance**

**D. Code Enforcement**

Code Enforcement Administrator, Teddy Leinbach, reported that he needs to follow up on the complaint about dogs-at-large and the complaint about abandoned cars in the right-of-way. Mr. Leinbach, mentioned to the board that his plan of action is to, once the fee schedule is approved, advertise the ordinances in the Town Newsletter and allow residents the month of March to remedy the code violations. He will then start issuing official warnings in April and, if the ordinance violation is still not resolved within thirty days, he will begin issuing fines.

Trustee, Connie Gurulé, suggested we find someone who will take appliances that are non-operational. Mayor, Tiffany Gallegos, mentioned talking to Gerald and asking what it would cost to do bulk pick-up for furniture, appliances, etc. Ms. Gallegos, suggested reaching out to roll-off companies so that we can assist residents with their yard clean-up.

Mayor, Tiffany Gallegos, suggested mailing a letter to the owner of the dogs-at-large.

**FOR APPROVAL**

**A. Santa Ana Dates, July 26-28, 2024**

Mayor, Tiffany Gallegos, presented Santa Ana Dates, July 26-28, 2024 for approval.

Trustee, Connie Gurulé, moved to approve Santa Ana Dates, July 26-28, 2024. Trustee, Conrad Gallegos, seconded. Motion carried unanimously.

Trustee, Vivian Gallegos, acknowledges Father John Farley for coming in and talking with the Town Board and he has made a sacrifice for the date being changed. Ms. Gallegos mentioned that we must work together as a community. Mayor, Tiffany Gallegos and the Board agreed with both statements and hopes we can get an article in the Town Newspapers that acknowledges Father John Farley for working with the Town.

**B. WSB 2024 Engagement Letter**

Town Manager, Susan Sanderford, informed the board that we need to have a full audit because we spent more than \$750,000.

Trustee, Vivian Gallegos, asked if we will have to change the budget. Mayor, Tiffany Gallegos, responded that we will have to make an amendment to the budget at the end of the year. Ms. Sanderford said it costs \$16,000 for a full audit and we only budgeted \$5,000. Trustee, Vivian Gallegos, mentioned we will have to include that in the budget for next year as well. Ms. Sanderford said that once she gets the letter approved, she can begin the audit process.

Mayor, Tiffany Gallegos, presented the WSB 2024 Engagement Letter for approval.

Trustee, Julian Medina, moved to approve the WSB 2024 Engagement Letter. Trustee, Vivian Gallegos, seconded. Motion carried unanimously.

### **C. Resolution 2024-03 Fee Schedule**

Mayor, Tiffany Gallegos, presented Resolution 2024-03 – Fee Schedule for approval.

Trustee, Connie Gurulé, moved to approve Resolution 2024-03 – Fee Schedule. Trustee, Julian Medina, seconded. Motion carried unanimously.

### **D. Resolution 2024-06 – Recreational Vehicle Ordinance**

Town Manager, Susan Sanderford, informed the board that we need to have a public hearing before we are able to approve the ordinance.

Trustee, Vivian Gallegos, requested adding “or may not be” to Definition #3 written on the ordinance.

Trustee, Vivian Gallegos, suggested changing the wording of the ordinance to indicate that RV owners cannot just move their RV and then come back to stay within the code. At the moment, the way it is worded, the ordinance states that people can move their RV for 72 hours and come back. Town Manager, Susan Sanderford, suggested taking out the paragraph about leaving and returning and adding “permanently” to the section about having to move the vehicle within 24 hours of a notice to vacate.

Mayor, Tiffany Gallegos, mentioned the County allows people to stay in a recreational vehicle if they are building a permanent home.

Trustee, Vivian Gallegos, asked if it is allowed for people who are visiting to stay in RV’s. Mayor, Tiffany Gallegos, suggested people can stay in an RV for two days. Trustee, Connie Gurulé, suggested seven days. Town Manager, Susan Sanderford, asked if people that are going to stay in an RV need to fill out an application.

The board agreed that determining if someone is living in the RV can be left up to the Code Enforcement Administrator.

Trustee, Vivian Gallegos, moved to table Resolution 2024-06 – Recreational Vehicle Ordinance. Trustee, Julian Medina, seconded. Motion carried unanimously.

**E. Resolution 2024-08 – Appointing a Designated Election Official to Cancel Election**

Mayor, Tiffany Gallegos, informed the board that Town Manager, Susan Sanderford, would be the Designated Election Official.

Mayor, Tiffany Gallegos, presented Resolution 2024-08 – Appointing a designated election official to cancel election for approval.

Trustee, Julian Medina, moved to approve Resolution 2024-08 – Appointing a designated election official to cancel election. Trustee, Vivian Gallegos, seconded. Motion carried unanimously.

**F. Resolution 2024-09 – Cancellation of Election/Declaration Deeming Candidates Elected**

Mayor, Tiffany Gallegos, presented Resolution 2024-09 – Cancellation of Election/Declaring Deeming Candidates elected for approval.

Conrad Gallegos, Jared Gurulé, and Julian Medina will all serve 4-year terms.

Trustee, Julian Medina, and Trustee, Conrad Gallegos, abstain.

Trustee, Connie Gurulé, moved to approve Resolution 2024-09 – Cancellation of Election/Declaring Deeming Candidates elected. Trustee, Vivian Gallegos, seconded. Motion carried unanimously.

Trustee, Vivian Gallegos, asked if there are term limits. Mayor, Tiffany Gallegos, said that everyone has a two-term limit.

**VI. EXECUTIVE SESSION**

**VII. ADJOURNMENT**

Trustee, Vivian Gallegos, moved to adjourn at 7:01 p.m. Trustee, Julian Medina, seconded. Motion carried unanimously.

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

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Tiffany A. Gallegos, Mayor

**ATTEST:**

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Susan Sanderford, Town Clerk