

**Regular Town Board Meeting
Town of Del Norte, Colorado
August 10, 2022**

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in regular session on August 10, 2022 in the Board Meeting Room, 140 Spruce Street, Del Norte, Colorado at the hour of 6:00 p.m. There being present at the **CALL OF THE ROLL** the following persons:

ROLL CALL:

Town Board present: Trustee Louie Velasquez, Trustee Shelly Burnett, Trustee Leigh Anne Lobato, Mayor Pro tem Bob Muncy, Trustee Joe Archuleta, and Mayor Chris Trujillo, with Trustee Brenton Williams absent. Mayor declared a quorum present.

MINUTES:

Motion was made Trustee Leigh Anne Lobato and seconded by Trustee Joe Archuleta to approve the July 13, 2022. Roll call: All ayes. Mayor declared motion carried.

CITIZEN'S COMMENTS- none

CONSENT AGENDA

Kevin stated that the Ninth Street project will have to postponed until next year, there are several service lines that will need to be relocated before the street work can be done. He has moved spraying for mosquitos to once a week. Chief Archuleta did state that theft has picked up, and he has CDOT working on the radar sign it has not been working properly. Motion was made by Trustee Shelly Burnett and seconded by Trustee Louie Velasquez to approve consent agenda. Roll call: All ayes, Mayor declared motion carried.

UNFINISHED BUSINESS:

Debbie Chapman-Property Encroachment 205 Pine Street-Motion was made by Trustee Leigh Anne Lobato to approve the property encroachment with Resolution 5-2022, motion was seconded by Mayor Pro tem Bob Muncy. Roll call: All ayes, Mayor Chris Trujillo declared motion carried.

NEW BUSINESS:

John Montgomery- Spruce Street event concerns- John was present and stated that there was some concerns with an event that Simple Foods was having and had some disturbances in the alley. He has also requested if the handicap parking in front of his business could be painted it has faded and some of his clients need the ADA parking.

Mercardo Del Norte/ Farmers Market parking-Town Administrator mentioned to the Board that the business owner that had the concern of the parking issue, came in and stated that he would not be at the meeting, and they will just deal with the parking. Angela Lee and Wes O'Rourke were present and did comment on the parking issue and will make sure that any parked cars are out of the area where vendors will be staged for the market.

Angie Jensen- 3rd/Cedar-Alder Street-Angie Jensen gave the Town Board a history of her interactions with the Town from wanting to develop a large piece of property that she purchased several years ago, but had to wait until the Town Board put PUD regulations in place. When that was finally adopted it was 22 pages of regulations that the Town Attorney had implemented. Mayor Chris Trujillo corrected Angie and stated that it was adopted and implemented by them the Town Board, with the help of legal counsel review. Angie proceeded to tell the Town Board that she was cited by the Code enforcement for her weeds and she is trying to comply and asked the Town Board if they wanted her here and to develop the property. Town Attorney advised Town Board that Ms. Jensen was cited by the Del Norte Police department for weeds on her property and should hold any comments until she attends municipal court. Art Aguilar who lives next to Angie Jensen property stated to the Board that he was one of the first to complain about her weeds, with the danger of possible fire, his home would be the first it would take out, and he wanted her to mow and clean up her property.

Rachel Areanos- Cedar Street-request for Street light- Mark Areanos approached the Town Board and would like to request a streetlight on Cedar Street his area is very dark and a new streetlight would be welcomed. With some discussion Town Administrator Martinez stated that she would put a application in to Xcel to see what the cost would be for the installation of new street light, and once we get those cost it would be up to Town Board if they want to pay for the street light. Town Board agreed to apply for the cost estimate of new street light on Cedar Street.

Liquor Renewal- Los Chavalos- Hotel Restaurant License- With some discussion and no issues from the Del Norte Police Department, motion was made by Trustee Shelly Burnett and seconded by Mayor Pro Tem Bob Muncy to approve the liquor renewal for Los Chavalos. Roll call: All ayes, Mayor declared motion carried.

Special Events Permit-Del Norte Chamber of Commerce – Oktoberfest –Sept 9th-Kevin Haas was available to answer any questions for Town Board. With some discussion motion was made by Trustee Leigh Anne Lobato and seconded by Trustee

Louie Velasquez to approve the Special Events permit application for Del Norte Chamber of Commerce. Roll call: All ayes, Mayor Trujillo declared motion carried.

Liquor transfer of ownership-Lauren Coleman- Mellow Moon Motel-Lauren Coleman introduced herself to the Town Board and stated that she is the new owner of Mellow Moon, and is excited to be a new business owner in Del Norte. With some discussion motion was by Trustee Shelly Burnett to approve the transfer of ownership liquor license for Lauren Coleman-Mellow Moon Motel, seconded by Trustee Louie Velasquez. Roll call: All ayes, Mayor declared motion carried.

COMMITTEE UPDATES/OTHER BUSINESS

Chamber Update-Kevin Haas stated that this year parade of lights will have a parade and a tour of homes. Chamber will be extending the Christmas light decoration contest, and they will be moving parade of light to middle of December to give residents time to decorate their homes.

D Mountain Parks and Recreation Voss Field work session set date- Town Board stated to D Mountain Parks and Rec that they felt a large grant to do improvements to Voss Field would be a better way to go and the grant monies would get more done. Works session was tabled until a later date.

WSLV Road to Recovery-Memorandum of Understanding for IHOP grant – Motion was made by Trustee Shelly Burnett and seconded by Mayor Pro tem Bob Muncy to sign the memorandum of understanding. Roll call: All ayes, Mayor declared motion carried.

Memorandum of Understanding For Multi-Municipal Collaboration

WHEREAS, The Town of Center and the Town of Del Norte, Town of La Jara, Town of Saguache to be known herein as WSLV, have come together to collaborate and to execute an IHOP grant with Multi-Municipal Collaboration; and
WHEREAS, the partners listed below have agreed to enter into a collaborative agreement in which the Town of Center will be the lead agency and named applicant and the other agencies will be partners in this application; and
WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services and funding to be provided by the collaborative; and
WHEREAS, the grant prepared and approved by the collaborative through its partners is to be executed and administered by the Town of Center.

i) Description of Partner Agencies

The Town of Center will be the lead agency in the administration of the grant. The Town of Del Norte, Town of La Jara, and Town of Saguache.

ii) History of Relationship

The Western San Luis Valley (WSLV) Team was formed in response to the DOLA Regional Resiliency & Recovery Roadmap Program. The team consists of Saguache, Center, Del Norte, and La Jara; all are similar in size, population, revenue, geography, and share common needs and difficulties. While each town is small, together our scale may enable more access to state programs. Our multi-jurisdictional partnership will likely open doors to other commonalities and needs among the four towns and others in the San Luis Valley (SLV).

In 2021, the SLV Housing Needs Assessment; Action Plan and each town's individual Housing Assessment provided the impetus for this coalition effort. The SLV Valley Housing Coalition, in coordination with regional governments and organizations, commissioned this assessment to understand housing conditions and create an Action Plan. The WSLV Team towns provided initial input and participated in local citizens' meetings to review final reports and potential actions. Each municipal report concluded there is a significant "need for ownership opportunities and rental options for local workers."

The WSLV Team seeks planning grant funding to pursue the common priorities identified in all four of the towns' Housing Assessments (HA): to increase the inventory of affordable housing for locals through the creation of the best code tools and initiatives to incentivize and encourage restoration of vacant or dilapidated properties as well as remove barriers to construction of new units.

The WSLV team will meet biweekly to determine best strategies for the completion of the grant.

iii) Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

1. Work with consultant to review local housing assessment and municipal code.
2. Work with consultant to determine and explore barriers to affordable/attainable housing.
3. Work with consultant to review and draft codes that encourage new, diverse affordable housing strategies and initiatives to reduce the number of vacant or dilapidated housing stock in each community.
4. Assist consultant with community outreach and presentations to the Board of Trustees.
5. Prepare monthly progress reports for the Town of Center.
6. Prepare cost/finance report to the Town of Center monthly.
7. Each Municipality agrees to pay the local match of \$5,000 within 30 days of being billed by the Town of Center.
8. Each jurisdiction will adopt its own regulatory changes through its own public process
9. Town of Center's responsibilities as fiscal agent, manager of consultant, and coordinator with three municipalities

iv) Timeline

The roles and responsibilities under this Memorandum of Understanding shall coincide with the grant period August 2022 through August 2023.

v) Commitment to Partnership

- 1) The collaboration service area includes the Town of Center, Town of Del Norte, Town of La Jara and Town of Saguache.
- 2) The partners agree to collaborate and provide reports and assistance to the Town of Center pursuant to the program narrative of the grant application attached to this agreement.

- 3) Grant funds for non-lead partners' contribution to this project will be provided as outlined in the attached budget detail worksheet. (Appendix A)
- 4) We, the undersigned have read and agree with this MOU. Further, we have reviewed the proposed project and approve it. Town of Center, Town of La Jara, Town of Saguache and the Town of Del Norte

ATTORNEY REPORT-Town Attorney wanted to remind everyone of the Board training on August 19th.

With nothing further motion made Trustee Shelly Burnett and seconded by Trustee Louie Velasquez to adjourn.

Submitted this 14 day of September 2022