

Regular Town Board Meeting

January 14, 2026 – 6:00 P.M.

The Board of Trustees of the Town of Del Norte, Rio Grande County, State of Colorado, met in regular session at 140 Spruce Street, Del Norte, Colorado at 6:00 p.m. on Wednesday, January 14, 2026. There being present at call of roll the following:

ROLL CALL

Town Board present at roll call: Trustee Leigh Anne Lobato, Trustee Brenton Williams, Trustee Andrew Velasquez absent, Trustee Bob Muncy appeared by zoom, Mayor Shelly Burnett, Trustee Micah Reynolds, Trustee Louie Velasquez. Mayor Burnett declared a quorum present.

Members of Staff: Town Attorney Eugene Farish, Town Attorney Seth Walker, Town Administrator Bernadette Martinez, Chief of Police Frank Archuleta, Public Works Kevin Larimore, and Nineah Martinez, Deputy Clerk.

AMENDMENT TO AGENDA-Town Administrator stated that she did have amendment to the agenda she asked that Resolution 3-2026 be added to the agenda under G., resolutions, ordinances, and proclamations.

MINUTES AND FINANCIALS- Minutes of December 10, Town Board Meeting- Trustee Leigh Anne Lobato asked on the financials where does it indicate where online payments are recorded. Town Administrator Martinez stated at the top of the check register list, those listed with a 4000-check number are manual entries and recorded. She also mentioned that she did not see an invoice from the consultant for her work. Town Administrator mentioned that she has not submitted one as of today. Motion made by Trustee Brenton Williams to approve the minutes and the financials, seconded by Trustee Louie Velasquez. Roll call: All ayes, Mayor declared motion carried. **CITIZENS COMMENTS/SPECIAL**

PRESENTATIONS

Layla Anzelc-Tolian- Del Norte Cemetery Historic designation-Layla introduced herself and stated that she had attended the November Town board meeting, she was interested in naming the Del Norte Cemetery to the national historic registry. They do not move forward with the nominations without the property owners' approvals. So, they don't move forward with any more research or anything until they are able to come and talk to the property owners. So, in this case, it's the Town of Del Norte. She wanted to provide the Town with information about the state national registers; it does not restrict the property owners. That's usually one of base questions they get asked. In this case, they would not restrict the Town you can do anything to the property. You could still manage it however you like. The Town can do any construction you'd like, and the state and national registers do not provide any restrictions. The only restriction is if the Town would apply for grant funding, then of course, they would put restrictions on the grant money to make sure preservation is protected. She asked the Town Board if they wanted to go through the nomination process, she would need a motion from them to move forward. Trustee Micah Reynolds made a motion to move forward with the Del Norte Cemetery being nominated for historic designation, seconded by Trustee Louie Velasquez. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.

Leah Nega-Twin Mountain Homes- Anna's Memorial Splash Park-North Park-

Leah Nega mentioned that last year, a local family lost their infant child unexpectedly, and they wanted to memorialize their daughter and give something back to the community. So, through a gofund me page was started and the family wanted the monies to go to a playground/splash pad in the Town Park for everyone to use in their daughter's memory. The community donations came in to approximately \$23K to offset the cost of the splash park. The family has chosen a design of the splash park components, and they have ordered the materials, and they will be delivered sometime next month. There was a \$15,000 deposit already down on it and the components should start arriving. And so, she wanted to make sure everyone one was on the same page, and if anyone had any questions. She also stated that the money raised was not going to be enough and there were going to be some added expenses. She asked about grant funding, Town Administrator Martinez mentioned that normally to have grant funding, the project would have to been in the early stages and since items have already been ordered, a grant will not cover expenses prior to grant being awarded. Leah also mentioned that the family does know an engineer and can help with engineering the schematics of the water irrigation system. Mayor Pro tem Brenton Williams asked about the maintenance of the splash park and insurance. Town Administrator Martinez mentioned that until she has all the cost of the splash park, she will not be able to get a cost for insurance. Public Works Kevin Larimore stated that he didn't know how much maintenance this was going to take but he would do some calling and stated it shouldn't be much once everything is installed. An audience member asked if this addition to the park was going to take on much water, since the Town is increasing the water rates. He was told the water will have a pump and be recycled. Leah stated that she is willing to talk to other organizations in the Community about donating for the additional cost approximately about \$8K for installing the splash pad and will get back to Town if she has any additional questions. **Joel Rosales-Franco- RGCDFS-Del Norte Head Start-Signage and Crosswalk request**-Joel was present and mentioned to the Town Board that Head Start has moved to their new location and he is asking if cross walks could be installed across Oak Street. He mentioned that they must do monthly fire drills and by protocol they need to have the kids away from the building if it was on fire, so they must cross Oak Street. He noticed when this fire drill was in progress a vehicle came down the road and was trying to maneuver between the children crossing the street. He would like to see if signage or a crosswalk be installed. Motion was made by Trustee Brenton Williams and seconded by Trustee Micah Reynold to paint the crosswalk across Oak Street and put up signage. Trustee Leigh Anne Lobato asked if this was going to be at the Town's expense. Trustee Brenton Williams rescinded is motion to include at Town's expense, seconded by Trustee Micah Reynolds. Roll call. All ayes, Mayor declared motion carried.

Sursy Del Norte, LLC – Change in Class of Liquor License from Lodging to Hotel Restaurant liquor license. Motion was made by Trustee Micah Reynolds to approve the change of class of license for Sursy Del Norte LLC. Trustee Louie Velasquez asked if the motion was approval as presented. Mayor Shelly Burnett stated the motion can be approved as presented or with conditions. Applicant Lauren Coleman stated there is nothing in the Liquor Code that states otherwise, they are written for hotels like the Marriott and others. Trustee Bob Muncy stated that he seconded Micah Reynolds motion. Mayor Pro tem Brenton Williams stated that he felt a work session on a policy allowing this would need to be done. Trustee Leigh Anne Lobato stated that there was a motion on the table and that Town Attorney had stated that it should be taken under advisement. She asked if the approval could not include the canteen, until further advisement could be addressed. Liquor licensing clerk Nineah Martinez also

mentioned that with a hotel restaurant license the applicant will need to apply for a takeout permit and the state requirement of twenty five percent of food sales and she is not sure the breakfast would qualify for that percentage requirement. The alcohol cannot be near other items, for instance Alta stores the alcohol cannot be adjacent to the candy or other items. Attorney Farish asked Lauren, did you mention that State Liquor enforcement came in and inspected your facility, and she stated yes, and that she did have a conversation with the Inspector on what she was proposing and he stated that it was a gray area that it had not been really addressed. She stated the room will be where you can walk in get a bucket of ice, toothbrush or a can of alcohol at any time. Motion on the table was to approve the change of class of license. Roll call: Lobato No, Williams No, Burnett Yes, Reynold Yes, Muncy Yes, Velasquez No. Motion failed due to a tie vote. Mayor Pro tem Brenton Williams made a motion to approve the change of class of the license on the condition that in the future a self-service policy be put in place and she would have to follow the policy. Motion was seconded by Trustee Micah Reynold. Roll call: All Ayes, Mayor Shelly Burnett declared motion carried.

RESOLUTIONS/ORDINANCES/PROCLAMATIONS

Resolution 1-2026- Designation of Appointments and Date and Time of meetings- With discussion Resolution 1 2026, motion was made by Trustee Leigh Anne Lobato and seconded by Trustee Micah Reynold to table for more discussion on the vision and goals of Town. Roll call: All ayes, Mayor Shelly Burnett declared motion carried. Work session is set for January 28. 2026 at 5:00 p.m. **Resolution 2-2026 – Designating Town Clerk as Election Official for the April 7, 2026, Election-**With some discussion motion was made by Trustee Leigh Anne Lobato to approve Resolution 2 2026 and motion was seconded by Mayor Pro tem Brenton Williams. Roll call: All ayes. Mayor Shelly Burnett declared carried motion. Resolution 3-2026-Town Administrator asked that she had some questions on Resolution 3-2026 and until she can have a discussion with Michael Yerman she would like to table until next month. Motion was made by Mayor Brenton Williams and seconded by Trustee Micah Reynolds. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.

STAFF REPORTS-Police- Chief Archuleta address questions on his monthly report. **Public Works-** Discussion on the 4Rivers estimates- Kevin Larimore submitted some quotes on getting the backhoe fixed. With some discussion motion was made Mayor Pro tem Brenton Willams to replace the transmission in the amount of \$255403, seconded by Trustee Louie Velasquez. Roll call: All ayes, Mayor Shelly Burnett declared motion carried. **Discussion of D Mountain poles-**Kevin addressed the poles on top of D mountain, he stated they are unsafe for anyone to try and climb them and would wait until ETowers can get the soil sampling done to get new poles installed. Kevin also mentioned that he did find a streetsweeper for \$150K it has 70 hours on it. He is still waiting on the parts for the old street sweeper; he ordered the item back in June. With some discussion motion was made by Brenton Williams to purchase the streetsweeper, seconded by Trustee Micah Reynolds. Roll call: Three Ayes, and Three Nays, motion failed.

Town Attorney- Attorney Farish mentioned the items that the Town Board has passed, the MTC Code, he still needs a list of all the signs to add to MTC Code. He would like to see a training session for new incoming Board members after the election. **TOWN BOARD REPORTS-**Mayor Shelly Burnett brought up the question of how individuals are notified if they are victims and whether the defendant is going to court. Should they be notified and the outcome of their sentencing if there is one. Chief Archuleta addressed that this is normal they are not usually notified, but it also depends on the charge. Nineah Martinez, Court clerk, stated it is usually the prosecutor who should notify if there is plea on the table in

some cases. **RG Commissioners Meeting room** – Tourism Meeting- Jan. 22, 2026, at 5:45 pm. Town Administrator this meeting is RG BOCC and Town municipalities on the Tourism lodging tax.

K. EXECUTIVE SESSION- Motion was made by Mayor Pro tem Brenton Williams and seconded by Trustee Leigh Anne Lobato to go into executive session for a conference with Town Attorney for the purpose of receiving legal advice on CRS 24-6-402(4)(b). Roll call: All ayes, Mayor Shelly Burnett declared motion carried. Mayor Shelly Burnett stated it is January 14, 2026; the time is approximately 8:13 p.m. as required by open meeting law; this executive session is electronically recorded. Also present at this executive session are the following persons, Trustee Leigh Anne Lobato, Mayor Pro tem Brenton Williams, My-self Mayor Shelly Burnett, Trustee Micah Reynolds, Trustee Louie Velasquez, Trustee Bob Muncy by zoom, Town Attorney Gene Farish, Town Attorney Seth Walker, Town Administrator Bernadette Martinez. For the purpose of receiving legal advice under CRS Section 24-6-402 (4)(b). I caution each participant to confine all discussion to the stated purpose of the executive session, and that no formal action may occur in the executive session. If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection. Attorney Eugene Farish stated it was his opinion that this is an executive session for Attorney Client communication. So, I am therefore recommending that the recording of executive session is to be turned off at approximately 8:16 p.m. Executive session took place, until motion was made and carried to exit executive session. Motion was made by Trustee Micah Reynolds and seconded by Trustee Louie Velasquez to come out of executive session at approximately 8:37p.m. Mayor Shelly Burnett stated those present in executive session was herself Mayor Shelly Burnett, Mayor Pro tem Brenton Williams, Trustee Louie Velasquez, Trustee Micah Reynolds, Trustee Leigh Anne Lobato, along with Town Administrator Bernadette Martinez, and Town Attorney Eugene Farish. For the record, if any person who participated in the executive session believes that any substantial discussion of a matter not include in the motion to go into executive session occurred during executive session, of any improper action occurred during executive session in violation of the Open meeting law, I would ask that you stated your concerns for the record. Hearing none the next item is adjournment.

ADJOURNMENT OF MEETING- Motion made and seconded to adjourn meeting.

Submitted this 11th day of February 2026