Regular Town Board Meeting

May 13, 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, May 13, 2026. There being present at call of roll the following:

ROLL CALL

Town Board present at roll call: Absent Trustee Leigh Anne Lobato, Trustee Brenton Williams, Trustee Andrew Velasquez, Trustee Bob Muncy, 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.

AMEND THE AGENDA-Mayor Shelly Burnett stated that she would amend the agenda to add Abacus, LLC., under Town Board reports.

MINUTES AND FINANCIALS- Motion made by Trustee Bob Muncy to approve the minutes and the financials, seconded by Trustee Andrew Velasquez. Roll call: All ayes, Mayor declared motion carried**.**

UNFINISHED BUSINESS- Frank Hudson and Pat Thompson of the Del Norte Fire District met with the Town Board to discuss concerns about the Fire Department driveway entrance. They explained that the district's ladder truck, one of its largest vehicles, damages the pavement on the new Ninth Street when turning east or west from the driveway, especially when loaded with water. Over time, repeated turns could deteriorate the road surface. The Fire District asked whether an agreement could be reached to extend the pavement or concrete at the entrance. Element Engineers, the Town's engineers, provided the Fire District with a memo regarding drainage and a conversation with one of the district's members. The cost of extending the pavement or concrete was not discussed. The Town Board will schedule a work session with the Fire District and the Town engineers, and the Town Administrator will notify them once it is arranged. **TRIBUTE TO EXITING TOWN BOARD MEMBERS**

Leigh Anne Lobato, Brenton Williams, and George "Bob" Muncy

Mayor Shelly Burnett presented Brenton Williams and Bob Muncy with plaques of appreciation and thanked them for their dedication and service to the Town. Bob Muncy served the Town as a Board member for 16 years. Leigh Anne Lobato was absent from the meeting.

WELCOMING NEW BOARD MEMBERS- OATH OF OFFICE

Keith Meneke, Danielle Sondrol, Micah Reynold and Stephen Coleman

Town Attorney gave the oath of office to newly elected Town Board members. Stephen Coleman oath of office, visually seen on zoom, Micah Reynolds, Keith Mendeke, and Danielle Sondrol. Newly elected were welcomed and then seated at the table of Town Board members.

CITIZEN COMMENTS/SPECIAL PRESENTATIONS

Citizen Comments -The Town Board welcomes your unscheduled comments. Please limit comments to three minutes. The Town Board will not take action at this meeting. Kevin Suellentrap addressed the Town Board regarding the curb, gutter, and sidewalk work completed at Carther's. He said that when he asked about making repairs in front of his business, he was told the work would be his responsibility. Public Works Director Kevin Larimore explained that the property owner paid for the project and that the Town did not cover the cost, although it did assist with some labor because crews were already removing a water meter

from the sidewalk. Mr. Suellentrap also said he opposed installing a charging station at the RV dump, noting that people who use the dump also contribute to the local economy in other ways. In addition, he said the Del Norte Trails Organization wanted to propose a change to the Town Code for trail users and requested more information.

Scheduled Appearances –Del Norte Chamber of Commerce-Lionel Villasenor approached the Town if they would give the Chamber a letter of support on their concept of a rodeo arena, Del Norte Schools will be getting a lease to them for the property, and they did talk to Rio Grande County Commissioners on getting an access to the property. He stated that RGCC will be putting in a road for them to get to area. With more discission motion was Trustee Keith Mendeke made to send a letter of support to Del Norte Chamber for their concept efforts of a rodeo arena in town, seconded by Trustee Danielle Sondrol. Roll call: All ayes, with Trustee Micah Reynolds abstaining, Mayor Shelly Burnett declared motion carried. Lionel, DN Chamber also mentioned to the Town Board that they have discussion taking over music in the park, but they would only do three this summer and if they did it, they would like the money that Town Board had allocated for music in the park. Mayor Shelly Burnett stated that she felt that music in the park at outlived itself, since there are businesses in Town's doing the same thing, and we shouldn't compete. She stated that the funds could be used in different ways, such as cleaning up the cemetery or taking care of potholes. Lionel stated that Chamber will be meeting tomorrow night and they will discuss music in the park with the rest of their board. Motion was made by Trustee Keith Mendeke and seconded by Trustee Danielle Sondrol to table music in the park until DN Chamber can meet.

CONTRACTS/AGREEMENTS/LEASES/REQUEST- Request from Del Norte Trails Organization- Town Code change. Attorney Farish stated that we might get with DNTO to see where the trails were changed and to see where the jurisdictional lines are, since the other side of the D mountain could be in RG County. It was decided that they might attend Planning Commission meeting.

F. PERMITS/LICENSES/LIQUOR RENEWALS

The Town Board conducts these actions in its capacity as the Local Licensing Authority

Special Events Permit- Del Norte Chamber of Commerce- Summer Splash Event- Lionel Villasenor stated that they would like to extend the event into the river this year and has requested the use the Town generator for the event. With some discussion motion was made by Danielle Sondrol and seconded by Trustee Andrew Velasquez to approve the special event application for Del Norte Chamber Summer Splash event. Roll call: All ayes, with Trustee Micah Reynolds abstaining, Mayor Shelly Burnett declared motion carried.

Special Event Permit- Del Norte Chamber for Alcohol- Summer Splash Event- with some discussion motion was made by Trustee Danielle Sondrol and seconded by Trustee Louie Velaquez to approve the special event application for Del Norte Chamber for alcohol. Roll call: All ayes, with Trustee Micah Reynolds abstaining. Mayor Shelly Burnett declared motion carries.

Special Event Permit- Katie Goodleaf/Triina Ketola-Volunteer for Outdoor Colorado- Use of North Park Event- June5-7, 2026. Triina was present and answered any questions the Town Board may have with VOC camping the park for the weekend. Town Board asked that additional police patrolling in the area should be done as the campers will be in the park for the full weekend. With some discussion motion was made by Trustee Andrew Velasquez and seconded by Trustee Micah Reynolds. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.

Alfalfabet LTD-Trade and Post- Beer and Wine Liquor Renewal-With some discussion motion was made by Trustee Danielle Sondrol and seconded by Trustee Keith Mendeke to approve Alfalfabet's liquor license renewal. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.

Elevated Pairing, LLC -Vault 730-Tavern Liquor Renewal- With some discussion motion was made by Trustee Keith Mendeke Velasquez and seconded by Trustee Louie Velasquez to approve Elevated Pairing, LLC liquor license renewal. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.
Everyday Stores, LLC Fermented Malt Beverage and Wine- Liquor renewal with some discussion motion was made by Trustee Danielle Sondrol and seconded by Trustee Danielle Sondrol to approve Everyday Stores liquor license renewal. Roll call: All ayes, with Micah Reynolds opposing, Mayor Shelly Burnett declared motion carried. Trustee Keith Mendeke recommended that all applicants of a liquor license renewal should be present at Town Board meeting.

G. RESOLUTIONS/ORDINANCES/PROCLAMATIONS

Proclamation -May Mental Health Month- Mayor Shelly Burnett read the proclamation.
Ordinance No 787 Change the Date of Regular Municipal Election- With some discussion motion was made by Trustee Andrew Velasquez and seconded by Trustee Danielle Sondrol to adopt Ordinance No 787 Change the Date of Regular Municipal Election. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.
Resolution No. 7 2026- Authorizing signatures for financial accounts for the Town- With some discussion motion was made and seconded to have Trustee Louie Velasquez and Trustee Micah Reynolds to be added and to remove George Muncy and Brenton Williams, to the financial banking accounts of the Town. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.
Resolution No 8-2026 Appointing Mayor Pro-tem. With some discussion and nomination were made a ballot vote was cast between Trustee Danielle Sondrol and Trustee Micah Reynolds with Trustee Micah Reynolds taking majority of the votes cast. Motion was made and second to appoint Trustee Micah Reynolds as Mayor Pro tem. Roll call: All ayes, Mayor Shelly Burnett declared motion carried.
DEL NORTE CHAMBER UPDATE-Lionel Villsenor approached the Town Board and gave an update on Summer Splash party in June. And that they are interested in music in the park and would like to request some of monies that the Town had budgeted for the summer event. He invited everyone to their next meeting on June 14th at Los Chavalos restaurant.
PLANNING COMMISSION- Recommend approval of Cherry Street Plat and update of Cherry Street project- Mchael Yerman gave an update on the project and asked for the approval of the plat for affordable housing. He also stated that the bid advertisement will go out with a July 1 deadline. With some discussion motion was made by Trustee Danelle Sondrol and seconded by Trustee Louie Velasquez to approve the Cherry Street Plat as presented. Roll call: All ayes, with Trustee Keith Mendeke abstaining, Mayor Shelly Burnett declared motion carried.
STAFF REPORTS- Police- Chief Archuleta was on vacation and present was Sergeant Medina who answered questions from the Town Board. **Public Works-** Kevin Larimore mentioned to the Town Board that he did receive the part for the street sweeper and trying to get functioning where it will pick the dirt. He stated flowers were ordered for the downtown and will get those planted. The RV dump kiosk is waiting for the components to come in. **Town Hall-** North Park Splashpad Update- Leah was present and stated that she is working on more funding for the splash pad since it didn't come with a reservoir. **Town Board -**Mayor Appointed Ex-officio member to Planning and Zoning Commissio**n** with some discussion Trustee Stephen Coleman will serve as the ex-officio member. *Del Norte Water Restrictions* – Discussion was made to change water restrictions to state no watering from 10 am to 6 pm. *Abacus, LLC Financial Management Services*- Mayor Shelly asked that work session may need to be set up. **Town Attorney mentioned** the Town Board training and is working on a draft Town Code change on the damage trails.
EXECUTIVE SESSION -Motion was made by Trustee Andrew Velasquez and seconded by Trustee Danielle Sondrol to go into executive session for a conference with Town Attorney for the purpose of receiving legal

advice and CRS 24-402, (4) (a) for real property transactions for negotiations. Roll call: All ayes, Mayor Shelly Burnett declared motion carried. Mayor Shelly Burnett stated it is May 13*, 2026;* the time is approximately 8:38 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 Keith Mendeke, Mayor Pro tem Micah Reynolds, My-self Mayor Shelly Burnett, Trustee Stephen Coleman by zoom, Trustee Louie Velasquez, Trustee Andrew Velasquez, Trustee Danielle Sondrol Town Attorney Gene Farish, Town Attorney Seth Walker by zoom, Town Administrator Bernadette Martinez, Town Public Works Kevin Larimore and Town Deputy Clerk Nineah 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 8:40 p.m. Executive session took place, until motion was made and carried to exit executive session. Motion was made by Mayor Pro tem Micah Reynolds and seconded by Trustee Danielle Sondrol to come out of executive session at approximately 8:50 p.m. Mayor Shelly Burnett stated those present in executive session was herself Mayor Shelly Burnett, Mayor Pro tem Micah Reynolds, Trustee Louie Velasquez, Trustee Danielle Sondrol, Trustee Andrew Velasuez, Trustee Keith Mendeke, Trustee Stephen Coleman attending by zoom, along with Town Administrator Bernadette Martinez, and Town Attorney Eugene Farish, Town Attorney Seth Walker, Public Works Kevin Larimore, and Town Deputy Clerk Nineah Martinez. 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. No concerns were stated of discussion of matter not included in the motion or improper action occurred during the session. Town Board meeting reconvened. With much discussion motion was made by Mayor Pro tem Micah Renolds and seconded by Trustee Keith Mendeke that the subdivision is not the responsibility of the Town, the property is outside Town limits, and the water well is also outside the Town limits, so it is not financial feasible for the Town to take on the subdivision or the well, it should fall on the other property owners within the subdivision. Roll Call; All ayes, Mayor Shelly Burnett declared motion carried.

Hearing none the next item is adjournment.

ADJOURNMENT - With no further business motion was made and seconded to adjourn meeting.
Submitted this 10th day of June 2026