Regular Town Board Meeting
June 10, 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, June 10, 2026. There being present at call of roll the following:

ROLL CALL

Town Board present at roll call: Trustee Stephen Coleman, Trustee Danielle Sondrol, Trustee Andrew Velasquez, Trustee Keith Mendeke, Mayor Shelly Burnett, Mayor Pro Tem 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.

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

UNFINISHED BUSINESS- Del Norte Chamber of Commerce—Music in the Park: Ashley Valdez approached the Town Board to state that she would be submitting a special events permit for Music in the Park. She asked whether the Board would be willing to allocate previously designated funds to the Chamber for the event. Trustee Danielle Sondrol made a motion to provide funding to the Del Norte Chamber of Commerce for Music in the Park. Trustee Andrew Velasquez amended Trustee Danielle Sondrol's motion to specify a $3,000 donation to the Del Norte Chamber of Commerce. Trustee Louie Velasquez seconded the motion. Roll call: all ayes, with Mayor Micah Reynolds abstaining. Mayor Shelly Burnett declared the motion carried. Ashley stated that she would return next month with the special events application and request that the Town Board waive the open-container restriction in the park during Music in the Park this summer.

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. **Grace Young** approached the Town Board and stated that D Mountain Rec would like to purchase a grill for the north park pavilion and pay for and install a concrete pad for it. After discussion, Trustee Andrew Velasquez made a motion, seconded by Trustee Danielle Sondrol, to approve D Mountain Rec's purchase and installation of the grill and concrete pad at the north park pavilion. Roll call: all ayes. Mayor Shelly Burnett declared the motion carried.

Glynnis Williams stated that the Town website needs to be updated because the Board member email list still includes former Town Board members. She also noted that Del Norte was featured in the Colorado Travel Guide, which includes a referral to the Town website. After discussion, a work session on the Town website was scheduled for June 29, 2026, at 6:00 p.m.

Scheduled Appearances - To be included on this portion of the agenda, please file the appropriate form with the Town Clerk no later than 10 days prior to the Regular Town Board meeting, ten-minute time limit. Del Norte Covered Wagon Committee Donation Request: Tamara Mann, a member of the Del Norte Covered Wagon Committee, approached the Town Board to request financial assistance for the purchase of a banner for Covered Wagon Days. After discussion, Trustee Keith Mendeke made a motion, seconded by Trustee Louie Velasquez, to donate $1,000 to help the committee purchase the banner. Roll call: all ayes. Mayor Shelly Burnett declared the motion carried.

PERMITS/LICENSES/LIQUOR RENEWALS

The Town Board conducts these actions in its capacity as the Local Licensing Authority-Windsor Hospitality Group- Liquor renewal for Hotel Restaurant License- Kevin Haas was present for the liquor renewal of the Windsor Hospitality Group. With some discussion motion was made by Trustee Andrrew Velasquez and seconded by Trustee Keith Mendeke to approve the renewal for Windsor Hospitality Group hotel and restaurant liquor renewal license. Roll call: All ayes, with Mayor Pro-tem Micah Reynolds abstaining. Mayor Shelly Burnett declared the motion carried.

RESOLUTIONS/ORDINANCES/PROCLAMATIONS

Ordinance No 788-*AN ORDINANCE OF THE TOWN BOARD OF TRUSTEES OF THE TOWN OF DEL NORTE ADDING ARTICLE 10, PUBLIC ART COMMISSION, TO CHAPTER 2 (ADMINISTRATION) OF THE DEL NORTE MUNICIPAL CODE*- Attorney Farish stated that the Planning and Zoning Commission had worked on an ordinance to add a Public Arts Commission to the Town Code. After discussion, Mayor Pro Tem Micah Reynolds made a motion, seconded by Trustee Louie Velasquez, to adopt Ordinance No. 788. Roll call: all ayes, with Trustee Danielle Sondrol abstaining. Mayor Shelly Burnett declared the motion carried. The Board also discussed letters of interest for the Public Arts Commission. Trustee Louie Velasquez made a motion, seconded by Trustee Andrew Velasquez, to begin accepting letters of interest for the Public Arts Commission. Roll call: all ayes. Mayor Shelly Burnett declared the motion carried.

PLANNING COMMISSION

Planning Commission Minutes: The Planning Commission recommended that a mural ordinance was not necessary. However, the Town Board reached a consensus to work on Town Code language addressing murals because members felt it was needed. ***Letters of Interest for Planning Commission Member***: Town Administrator noted that Commissioner Tom Tichy's term expires in July 2026 and that letters of interest will be advertised to determine whether anyone is interested in serving on the Planning Commission.

Staff Reports: Police Chief Archuleta presented his report to the Town Board. **Public Works: Kevin Larimore** reported that the Town will upgrade its radio-read water meters and asked the Board to review the Spectrum lease agreement. Attorney Walker revised the agreement to include the TABOR clause and language indemnification, and the Town Administrator will email the revised agreement to Spectrum. Kevin also mentioned that he was getting a quote to do all street patching throughout Town, usually the patching comes in around approximately $10k. **Town Hall: A work session with the DN Fire District is scheduled for July 8, 2026, at 5:30 p.m., and a work session on the Cherry Street housing project is scheduled for July 29, 2026, at 5:30 p.m. Town Board:** A work session with Abacus, LLC, to discuss outsourcing the financial department to a third party is scheduled for June 29, 2026, at 6:30 p.m. **Tree Board Letters of Interest**: The Town received two letters of interest for the Tree Board. After discussion, a motion was made to appoint both applicants to the Del Norte Tree Board. The Town Attorney also updated the Town Board on items currently in progress.

ADJOURNMENT - With no further business motion was made and seconded to adjourn meeting.

Submitted this 8th day of July 2026