

# TOWN OF LA JARA

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Regular Meeting  
Date: July 14, 2022

A permanent set of these minutes are maintained in the Town Clerk's Office. Approved Minutes are also available on the web at [www.colorado.gov/townoflajara](http://www.colorado.gov/townoflajara)

## Call to Order

The meeting was called to order by Mayor Medina at 6:00 pm.

## Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Medina.

## Roll Call

Present were Trustees: Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Absent: Trustee Renner.

Also present were Town Manager Zaragoza, Town Clerk Pagnotta, Chief Lujan, Public Works Supervisor Jimmy Hinojos, and Town Attorney Farish. Town Attorney Seth Walker joined virtually.

## Approval of Agenda

Mayor Medina added Rotary Club's request for a donation as item "d" under New Business.

**Motion:** Mayor Pro Tem Valdez moved to approve the agenda with the added item; seconded by Trustee Rendon.

**Vote Results:** Ayes: Trustee Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez, and Mayor Medina.

Nays: None

Motion Carried.

## Consent Calendar

**Motion:** Trustee Wagoner moved to approve the consent calendar; seconded by Mayor Pro Tem Valdez.

**Vote Results:** Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Nays: None

Motion Carried.

## Guests

Recognition of youth volunteers that helped build float for Pioneer Days. Trustee Rendon introduced Cheyenne Saenz, Morena Romero, and DJ Romero for helping with the float. She stated that it was an honor and privilege to work with these young individuals stating their enthusiasm, creativity, and respect has been awesome. She thanked Trustee Wagoner for suggesting that she reach out to them for their help and youth involvement. They were presented with a certificate, T-shirt, and a gift card.

## **Citizen Comments**

No citizen comments

## **New Business**

Special Event Permit for Glory Days – Town Manager Zaragoza stated that the Glory Days Committee is requesting use of the park next to Town Hall on August 20<sup>th</sup> to hold the event and requesting a special event permit for a beer garden. Chief Lujan stated that there were no issues last year.

**Motion:** Trustee Rendon moved to allow Glory Days Committee use of the park next to Town Hall on August 20<sup>th</sup> and approval of the Special Event Permit for the beer garden; seconded by Trustee Chavez.

**Vote Results:** Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Nays: None

Motion Carried.

Housing Authority land purchase – Town Manager Zaragoza reported that Karen Hinojos from Conejos County Housing Authority expressed an interest in purchasing some land at the 23-acre park for housing development. He will meet with Karen Hinojos to gather more information and report back.

East La Jara Water concerns – Town Manager Zaragoza explained that he met with Matthew Gallegos, Chairperson for East La Jara Water Company, who expressed his concerns over the increased costs of being required to purchase insurance for the company. Town Manager Zaragoza will meet with Attorney Farish and Attorney Walker to discuss further.

Rotary Club donation - Mayor Medina read a letter from the club requesting a donation to help with the purchase of 4H animals at the upcoming sale. Mayor Pro Tem Valdez stated that anyone requesting donations should make their request in person. The letter stated that donations were needed prior to August 5; it was suggested to donate the money now but have a representative from the Rotary Club make a presentation on how the money was used. It was also suggested that a 4H member be invited to make a presentation to explain how the donation benefited them.

**Motion:** Mayor Pro Tem Valdez moved to donate \$200.00 to the Rotary Club with the exception that the 4H members come and make a presentation to the board; seconded by Trustee Wagoner.

**Vote Results:** Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Nays: None

Motion Carried.

## **Old Business**

Businesses/houses with shared water meters – Town Manager Zaragoza met with two of the property owners that are sharing one water meter. There was a verbal agreement that the property owners would pay for the cost of the materials to install separate meters to each building and the Town would waive the tap fee. The board agreed that each building should be required to have a separate meter; a written agreement should be drafted to document who is responsible for what portion of the installation process including cost of materials. Town Manager Zaragoza will follow up with property owners and report back to the board.

Land Purchase procedures – Town Manager Zaragoza asked Attorney Farish what the procedure would be for the town to sell land. Attorney Farish explained that he gathered some information at the CML Conference regarding this topic and gave an overview of the procedures. He specifically mentioned the Town would be required to have a public hearing. Mayor Medina suggested having a work session to

discuss the procedures in detail. Town Manager Zaragoza reported that he contacted an appraiser to appraise the 23-acre park.

## **Reports**

### **Town Manager Report**

Town Manager Zaragoza expressed his heartfelt thanks to Mayor Medina and Town Clerk Pagnotta for his nomination to receive the Sam Mamet Good Governance Award at the CML Conference. He stated that no one person alone accomplished what the team did.

He read through his report that is included in the board packet. In addition, he requested that the employees help in setting up the float for the Pioneer Days Parade in Manassa.

**Motion:** Trustee Rendon moved to give the employees that day off to attend and help with the parade; seconded by Trustee Wagoner.

**Vote Results:** Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Nays: None

Motion Carried.

Town Manager Zaragoza reported that the maintenance department needs an air compressor; he requested permission to spend \$500 to \$800 on new compressor. Trustee Chavez stated that she had a large compressor that she would be willing to donate to the town.

Town Manager announced that the Town now has a Facebook page that is up and running.

### **Town Attorney Reports**

Town Attorney Farish stated that it was an honor and privilege to be included when Town Manager Zaragoza received his award at the CML Conference.

He is focusing on tracking the water and sewer rate increase resolution closely to ensure that CDPHE approves the wording and agrees to the new rates.

He is working on revising and updating the MTC (Model Traffic Code). He stated that he will be meeting with the chief to get the most recent version in place. He will provide a sample form of the MTC in a more usable format for the officers to carry with them.

He mentioned that town might look at becoming a court of record as it isn't very costly to do and explained a few of the changes that would affect the town.

Lastly, Attorney Farish offered anyone that wants to watch the Stampede Parade can do so from his yard.

Attorney Walker congratulated Glory Days on celebrating 120 years.

He had a few more questions on the East La Jara Water concerns regarding the insurance policy and asked to meet with Town Manager Zaragoza to look over the agreement and insurance policy.

He is working on policies regarding land sales or acquisitions. He noted an area of concern is ensuring that the area is zoned for current and future uses.

**Motion:** Mayor Pro Tem Valdez moved to approve the Town Manager and Town Attorneys reports; seconded by Trustee Wagoner.

**Vote Results:** Ayes: Trustees Chavez, Rendon, Villagomez, Wagoner, Mayor Pro Tem Valdez and Mayor Medina.

Nays: None

Motion Carried.

### **Police Report**

Police Chief Lujan submitted a written report and offered to answer any questions. Trustee Rendon asked for clarification on a few items that were listed on the police report.

### **Public Works Report**

Maintenance Supervisor Jimmy Hinojos submitted a written report and offered to answer questions.

### **Clerk Report**

Town Clerk Pagnotta submitted a written report. She committed that she is very pleased with the new deputy clerk, Kerrisa Romero, who will be introduced at the next board meeting.

### **Building Inspector Report**

Building Inspector Darrin Rodriguez was not in attendance but submitted a written report.

### **Trustee Comments**

Mayor Pro Tem Valdez – Commented on attending the CML Conference. He stated there was a lot of information at the conference this year.

Trustee Wagoner – Acknowledged Trustee Rendon for assisting the youth in building the float. She stated it warmed her heart to see the youth engaged and excited; they are the future trustees.

Trustee Chavez – Inquired about who maintains the baseball field at the elementary school. Public Works Supervisor Hinojos stated that his crew mowed the field because the school's mower was not working. She stated that she had several elderly citizens concerned about the water and sewer rate increase. It was suggested to make a presentation of the new rates at the senior center.

Trustee Villagomez – Acknowledged that he sees the maintenance department spraying mosquitos.

Trustee Rendon – Inquired about guidelines for the committees. Town Manager Zaragoza asked Attorney Farish and Attorney Walker to present an orientation for the Planning and Zoning Committee and the Board of Adjustments so that the members understand their roles.

Mayor Medina – Questioned the progress of the clean-up work to the vacant building on Main Street. Town Manager Zaragoza stated that he has not heard anything from the owners and will be moving forward with a nuisance citation. Mayor Medina congratulated Town Manager Zaragoza on his award at the CML Conference.; in addition, she recognized Mayor Pro Tem Valdez from earning 100 MUNiversity points at the CML Conference.

### **Adjournment:**

**Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 7:56 pm.**

**Respectfully Submitted by**

  
Town Clerk – Shawn Pagnotta



  
Mayor / Mayor Pro Tem