TOWN OF LA JARA

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Regular Meeting

Date: June 8, 2023

A permanent set of these minutes are maintained in the Town Clerk’s Office. Approved Minutes are also available on the web at www.townoflajara.colorado.gov

**Call to Order**

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

**Pledge of Allegiance**

Mayor Medina led the Pledge of Allegiance.

**Roll Call**

Present were Trustees: Rendon, Villagomez, Wagoner, Wilson, Mayor Pro Tem Valdez, and Mayor Medina. Trustee Chavez attended virtually at 6:05pm.

Absent: None

Also present were Town Manager Zaragoza, Town Clerk Pagnotta, Police Chief Lujan, Public Works Supervisor Dufresne, Town Attorney Walker, Town Attorney Farish, and Building Inspector Rodriquez.

**Approval of Agenda**

Town Manager Zaragoza requested to add Kurtis Shawcroft as a guest as item “b”.

***Motion:*** Trustee Wilson moved to approve the agenda with the addition as mentioned; seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

**Consent Calendar**

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

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

Nays: None

Motion Carried.

**Guests**

Craig Rauwolf a Veteran Outreach Coordinator from Valley Wide Health Systems introduced himself to the board. He stated he is visiting with communities around the valley to inform them that Valley Wide Health System has partnered with the VA to offer an expanded suicide prevention program to serve counties across Colorado with a specific concentration in Southern Colorado to help identify veterans and active-duty members at risk of suicide. The program is funded by the Staff Sergeant Parker Gordon Fox Suicide Prevention Grant. He provided a flyer that supplied information on the program.

Kurtis Shawcroft joined the meeting virtually to explain that he has been working with the town staff along with CE Corp. to address the pressure issues with the water system. He is proposing to develop a master plan that addresses issues with the water system including the lack of water pressure and storage issues. He submitted to Town Manager Zaragoza an outline that details the area of focus for the master plan. He explained that DOLA offers funds for planning grants with the application being due in August. He is proposing to apply for the planning grant on behalf of the Town. He estimated that the cost of the master plan would be about $50,000.00. He and his supervisor along with Town Manager Zaragoza met with Randi Snead from DOLA to discuss funding options and application process.

***Motion:*** Trustee Wilson moved to accept Kurtis Shawcroft’s proposal to apply for funding for a Planning Grant through DOLA for development of a master plan for the water system; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

**Citizen Comments**

Maria Quintana requested sponsorship for the Rolling Deep Car show that will be held on Father’s Day weekend. She stated they are expecting 60 cars from a car club out of New Mexico. She explained what the funds are needed for and how the sponsorship would benefit the car show.

***Motion:*** Trustee Rendon moved to donate $100 to the Rolling Deep Car Show; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Ramon Romero addressed the board with a complaint he had regarding the handling of the burglary of some of his personal belongings. Mayor Medina allowed him 3 minutes to speak and thanked him for addressing the board with the issue.

**New Business**

Special Event permit for Glory Days. Town Manager Zaragoza requested a special event permit to have beer garden at the Glory Days event to be held on July 15th. Chief Lujan reported that there have not been any issues in the past. Zaragoza explained that beer would be served from 1 pm to 6 pm. Trustee Rendon had concerns about the area to be enclosed for the beer garden and suggested not using the entire area; Zaragoza stated that the Glory Days Committee would consider her suggestion.

***Motion:*** Mayor Pro Tem Valdez moved to approve the Special Event Permit for Glory Days; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Dalton Vaughn (attending virtually) from American Ramp Company presented the design for the skate park and stated the ramps have been constructed. The concrete pad will need to be poured and then the ramps set on the pad. The cost of the ramps is $33,000 and includes shipping and installation. Trustee Wilson expressed his concern about locating the skate park at Aspen Circle Park. He explained that he would respectfully oppose that location because of the closeness to residential property and the lack of parking. It was suggested that the park could be located at the South Main Park or at the park on Polk Ave. Town Manager Zaragoza explained that the concrete pad would be 23ft x 66ft and cost about $20,000. He would seek other grant opportunities to help fund this project. Vaughn explained that the town would need 25% down to hold the equipment.

***Motion:*** Trustee Wilson moved to put a 25% hold for the ramp equipment and pursue funds to pour a concrete pad of the appropriate size; seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Mayor Medina suggested that Rodney King be able to make his presentation prior to addressing Ordinance 2023-2 Nuisance Codes.

**Old Business**

Rodney King, Conejos County Emergency Manager, presented the board with the Hazard Mitigation Plan. He explained that the county drafted the plan and included La Jara. He stated that La Jara’s portion of the plan was very similar to the previous plan. The plan lists several items that are suggested for the town to complete. He requested the board adopt a resolution to approve La Jara’s plan. King noted that by not participating in the plan an entity would be ineligible for federal funding. Attorney Farish read the resolution in its entirety.

***Motion:*** Trustee Rendon moved to adopt Resolution 2023-2, a resolution adopting the Conejos County Hazard Mitigation Plan; seconded by Mayor Pro Tem Valdez.

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

Nays: None

Motion Carried.

Ordinance 2023-2 Nuisance Code

Attorney Farish explained the purpose of the code and stated that a copy was sent out to the trustees for review; he did not receive any comment back. He explained that the code is more streamlined with three parts: definitions that explain the meaning for the nuisance; the declaration of the different nuisances; and the remedies for ratification of the nuisance. Attorney Walker noted a correction to wording in the definition portion that referenced the county; it was changed from Rio Grande County to Conejos County.

***Motion:*** Trustee Wilson moved to adopt Ordinance 2023-2, an ordinance repealing and reenacting Chapter 91 (nuisances) of the La Jara Municipal Code with the correction; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

**Reports**

**Town Manager Report**

Town Manager Zaragoza submitted a written report highlighting the following:

* May 25th Mobile Care and Share. Some concern about the lack of numbers. Need to do a better job of advertising the June distribution or lose the Mobile C&S.
* Glory Days Celebration date (July 15th). Volunteers needed the day of the event. Request for Special Events Permit for Alcohol Beverage to be served at Glory Days.
* Meeting with CE Corp engineers – Thomas/Shawn attended the zoom meeting.
* The SLVCOG Mini grant to assist with the fencing on the south side of the maintenance yard was approved.
* Had a site visit from Erin Minks (Senator Bennet’s) and Antonio Huerta (Senator Hickenlooper’s) offices to view the lagoon project site and discuss future projects.
* Attended the Brownfields workshop to discuss securing assistance for demolishing the building on Main Street.
* Police officer applicant did not work out for the town. Discussed the possibility of hiring a code enforcement officer.
* Hired a part-time summer student to assist maintenance with daily projects.
* Planning and Zoning Commission met on May 24th. Chairman, Rocky Villagomez will report on agenda items commission discussed.
* Pothole repairs in town. Hot mix should be ready beginning the week of the 12th of June.
* Paving of Myron Way from 4th street. County Road and Bridge will assist. If the budget allows it might be possible to pave the alley way from post office to local bank.
* A housing committee meeting was held on June 7th to discuss housing proposal.
* Regional housing support meeting with SLVDRG. They would like to assist municipalities with any needs/concerns they can provide.
* Purchasing Policy - Presently we do not have any such policy and will be working with the Town Clerk to draft a policy.
* I will be meeting with Charles Allison-Godfrey, Staff Attorney & Policy Associate – Elevation Community Land Trust on June 15th to discuss Prop 123 and opportunities to expand housing in La Jara.
* During the September 8, 2022, meeting the board approved supporting a REDI Grant for Youth Enterprise Zone by contributing $2,500. He questioned how this group was reaching out to students in the La Jara area and was told that Mikela Tarlow has attempted to reach out to North Conejos School District and will continue to make a connection. Trustee Wilson stated that he could help as he is involved in South Central Boces. Town Clerk Pagnotta requested an invoice to pay the $2,500 matching funds.
* Requested to renegotiate his employment agreement. He stated that he initially requested to work a 32-hour work week in lieu of a pay raise, however after some feedback, he asked to renegotiate his agreement where he would work 40 hours per week and asked for the trustees to consider a raise. The issue was tabled until a work session could be scheduled to discuss an appropriate pay raise.

**Town Attorney Reports**

Town Attorney Farish commented that it was a wise decision to adopt the 2018 Building Code. He suggested the possibility of coordinating the building inspector responsibilities with other municipalities. He commented that it has been a pleasure to serve with the Mayor Medina and Trustee Wilson on the Judicial Performance Committee as his term is limited.

Attorney Walker reported that the nuisance code was the biggest item that he has been working on. He attended a CML Legislative update where there was discussion on SB-213, the land use bill, that died on the floor. He stated that CML will be providing an update on how other bills affect municipalities. He will be watching HB-1185 that deals with requirements for a recall election and vacancies related to elected officials. He stated the bill is listed as minor changes. He mentioned HB-1285 that clarifies the fees for the plastic bag bill. He is also watching SB-052, specifically related to the municipal nuisance code that deals with the status of municipal liens on a nuisance policy. He stated that he didn’t think it would change anything regarding the nuisance ordinance that was just adopted, but he would keep an eye on it. He mentioned that other municipalities have had numerous CORA requests from a university doing some research and is glad that the town has not had to deal with these requests as they are time-consuming for the staff, but also important to be transparent.

**Approval of Town Manager and Attorneys Reports**

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

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

Nays: None

Motion Carried.

**Police Report**

Chief Lujan addressed the complaint from Ramon Romero stating that the tools were found in a neighbor’s yard, however the neighbor was not aware that the tools were stashed in his yard, therefore no charges were filed on the neighbor. Chief Lujan stated that there was a warrant for the individual responsible for the theft of Romero’s property. Chief Lujan submitted a written report and offered to answer questions.

**Public Works Report**

Public Works Supervisor Thomas Dufresne reported that there have been many setbacks with the weather that has affected the mosquito spraying. He explained that they are spraying Monday, Wednesday, and Friday mornings and Tuesday, Thursday, and Saturday evenings depending on weather. He stated that weed cutting has also been an issue will all the wet weather. He reported that the Consumer Confidence Report was mailed to all the residents.

**Clerk Report**

Town Clerk Pagnotta reported that Deputy Clerk Romero received a $500 scholarship to attend the CMCA Clerk’s Institute in July. She reminded everyone of the CML conference in June. She reported that the audit is nearly finished; WSB will present the report at the next meeting in July. She submitted a written report and offered to answer questions.

**Building Inspector Report**

Building Inspector Rodriguez reported that there haven’t been a lot of new building permits issued. On another issue he asked if the board would consider spraying mosquitos outside the city limits; he suggested charging a fee for those that might want it.

**Trustee Comments**

Trustee Wagoner reported that she has started working on the float for Glory Days and Pioneer Days. She asked if she could have access to the maintenance building to work on the float in the evenings. It was explained that there is a liability for allowing access to the building.

Mayor Medina reported that she attended the CML Spring Outreach meeting in Del Norte where they discussed legislative updates. She also reported that she was invited to make a presentation at the summer reading program.

Town Manager Zaragoza mentioned that Zach Weiderspon, Conejos County Hospital Administrator, would like to discuss partnering with the town to get the backup generator for the water system up and running properly or replaced if necessary. He will have a meeting with him later this month.

**Adjournment:**

**Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 8:03 pm.**

**Respectfully Submitted by**

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**Town Clerk – Shawn Pagnotta Mayor / Mayor Pro Tem**