

TOWN OF LA JARA

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Regular Meeting
Date: October 12, 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

Open House for 4Day Work Week

An open house was scheduled for 5:30 to allow citizens to make comments on the 4Day Work Week proposal. No citizens were in attendance.

Public Hearing

A public hearing was called to order at 6 pm for the purpose of considering the adoption of Ordinance No. 2023-3, designating an area or activity of state interest, and adopting guidelines for administration thereof. Attorney Gene Farris was the presiding officer of the hearing. He noted that the public hearing notice was published on September 11, 2023, in accordance with the requirements of Section 24-65.1-404(2)(a), C.R.S. He explained that Ordinance 2023-3 is a joint effort between counties and municipalities to develop rules and regulations concerning the export of water from the San Luis Valley. He explained there are 3 components to this joint effort; 1) sign an IGA to protect Water Resources among the counties and municipalities in the San Luis Valley, 2) adopt an ordinance designating site selection and construction of major new domestic water systems and major extensions of existing domestic water systems and municipal and industrial water projects as activities of state interest, and 3) develop rules and regulations for water developers desiring to export water out of the valley. He read Ordinance 2023-3 in its entirety. Attorney Farrish noted that the record should reflect that only town board members and town staff were present and no testimony was given.

Motion: Trustee Rendon moved to close the public hearing at 6:20 pm; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Call to Order

The meeting was called to order by Mayor Medina at 6:20 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.

Absent: Trustee Chavez

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

Approval of Agenda

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

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

Nays: None

Motion Carried.

Consent Calendar

Motion: Trustee Valdez moved to approve the consent calendar; seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Guests

SLV Behavioral Health requested the board proclaim October as Domestic Violence Awareness month. Mayor Medina read the proclamation.

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

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

Nays: None

Motion Carried.

Xcel Energy – Transmission line update – Attending virtually, Ashely Valdez, Area Manager for Community and Local Government Affairs introduced herself and her colleagues, Larry Claxton, Principal Land Rights Agent, and Brittany Schoborg, Senior Citing and Land Rights Agent with Xcel Energy. Larry Claxton presented a map that detailed the new route for the transmission line rebuild project from Alamosa to Antonito. He stated the new route had less of an impact on the landowners along the route. He explained the permitting process for Alamosa and Conejos County.

Citizen Comments

None

New Business

Proposition 123 – Attorney Walker explained that the town is approaching a deadline of November 1 for opting into the program that requires a letter to comment on increasing housing by 3% each year for the next three years. There is no cost to the town other than a few staff hours to draft the letter. This program allows a developer to apply for DOLA funds to help fund housing development. He noted that at the end of three years if the town does not meet their designated number of housing units, they would not be able to opt in for the year 2027. Attorney Walker didn't see a con into opting into Prop. 123. Trustee Wagoner asked if the funding would be available for refurbishing existing homes. Attorney Walker wasn't sure but thought there was a caveat for refurbishing houses if certain standards were met and made available for a certain demographic.

Motion: Trustee Rendon moved to draft a letter of intent to opt into Prop. 123; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Old Business

PSN and Caselle Online bill pay agreement – Attorney Walker stated that he reviewed the agreement and the fees for providing an online payment solution. He stated there is a \$250 monthly fee and transaction fees for processing credit cards that will be passed on to the customers.

Motion: Trustee Wilson moved to approve the online bill payment solution with PSN and Caselle; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

4-Day Work Week – Mayor Medina stated that citizens were invited to an open house prior to the meeting to ask questions or express concerns; no one attended. She asked if there were any questions. Trustee Wagoner stated that she felt the town should move to a 4-Day work week. Mayor Pro Tem Valdez stated that he had a couple of citizens approach him and felt the 4-Day work week was not a good idea. Trustee Rendon also heard some negative comments, mostly due to resistance to change.

Motion: Trustee Wagoner moved to begin a 4 day, 10 hour per day work week schedule on a trial basis beginning on November 5, 2023; seconded by Trustee Rendon.

Vote Results: Ayes: Trustees Rendon, Villagomez, Wagoner, Wilson, and Mayor Medina.

Nays: Mayor Pro Tem Valdez.

Motion Carried.

Housing Proposal from Karen Hinojos – Hinojos was not present.

1041 Ordinance – Attorney Farish read the ordinance during the public meeting.

Motion: Mayor Pro Tem Valdez moved to approve Ordinance 2023-3 An ordinance of the Board of Trustees of the Town of La Jara, Colorado designating site selection and construction of major new domestic water systems and major extensions of existing domestic water systems and municipal and industrial water projects and activities of state interest and the Intergovernmental Agreement; seconded by Trustee Wilson.

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

Nays: None

Motion Carried.

Reports

Town Manager Report

Town Manager Zaragoza reported on the following:

- Diagonal parking in front of Town Hall.
- The next Mobile Care & Share will be on October 19th, (11-12 noon).
- The Town of La Jara has been awarded \$60,000 for our La Jara Water Master Plan. I have reached out to Randi Snead for information regarding the procurement policy. A big thanks to Sunrise Engineering, Kurtis Shawcroft.
- Fun with 911 event will be held this Saturday, October 14th and will take place at South Main Park from 10:00 am to 2:00 pm.
- Planning and Zoning Commission Meeting was held on October 10th. The items discussed were as follows: Final review of the revised Zoning Ordinances, Mr. Ever Ojeda's plan for a triplex, Robert Fobert, and Andy Martin's annexation proposal.

- Mural on Walnut and Main is completed. The cost for the mural was covered by a previous grant from CHFA.
- Request to install the skate park at South Main Park. Balance due for ramps and installation is \$24,975.55. The cost of the concrete measuring 23'X66' is \$13,662. Please consider using funds from Conversation Trust (\$46,105.46). Total for the concrete slab and the balance of the skate park installation is \$38,637.55. That will leave a balance of \$7,467.91 in the conversation trust.
- Request to purchase a dump trailer, Cost is \$8,750.00
- Update on the Sewer Lagoon sludge removal project. Pictures will be explained.
- La Jara Foodbank update. The volunteer organization has many concerns as they move forward serving the community and surrounding area.
- Verkada security systems will be allowing the town to sample the onsite camera setup for 30 days. Town hall, maintenance yard and police building probably needs an updated security camera setup.
- Received two applications for police officers and will interviewing next week.

Motion: Trustee Wilson moved to purchase a dump trailer for \$8,750.00; seconded by Trustee Wagoner.

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

Nays: None

Motion Carried.

Town Manager Zaragoza and Building Inspector Darrin Rodriguez attended a virtual webinar for IWorq. Rodriguez explained that IWorq is a building permit workflow program that helps with organizing and managing building permits. He explained it was a great program but didn't feel that it was needed at this time.

Town Manager Zaragoza mentioned the paving project for Myron Way and explained that the meeting he had with those residents was to inform them and gather input. The project will be on hold until the engineering work is completed. The culvert will be replaced.

Town Attorney Reports

Attorney Farish reported on attending the CML conference for attorneys that provided a great amount of information on new legislation. He and his staff will review the new legislation and determine how it may pertain to the town. He mentioned "Bob's Rules of Order for Colorado Local Governments" written by Robert C. Widner and stated he had a copy of this book.

Attorney Walker mentioned several trustees being solicited for comments on issues the town board is working on and cautioned trustees to be mindful of their role when interacting with citizens in the public specifically when the topic may require a quasi-judicial hearing. He stated that some of those conversations need to be held in the board room.

He also mentioned reviewing "Bob's Rules of Order" and briefed the board on some items that he is working on with the clerk and manager including court orders for municipal court and the procurement policy.

Approval of Town Manager and Attorneys Reports

Motion: Mayor Pro Tem Valdez moved to approve the Town Manager and Town Attorney reports; Seconded by Trustee Rendon.

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

Nays: None

Motion Carried.

Police Report

Chief Lujan submitted a written report and offered to answer any questions.

Public Works Report

Public Works Supervisor Thomas Dufresne reported on the projects and tasks that they have been working on. He explained the lagoon project mentioning that they are looking at putting a screen system prior to the lift station pumps to help remove large items that are being flushed such as wipes, feminine products, and needles. He reported that they have been clearing the weeds along Richfield Ditch. On a final note, Dufresne informed the board that he had accepted a new job and would be leaving the town at the end of November. He stated that he will continue to serve as the town's ORC.

Clerk Report

Town Clerk Pagnotta reported that trustees should be thinking about nominations for citizen of the year. She explained the impact that Proposition HH would have on revenues for property taxes if it passed in November. She briefly mentioned that she is working with Attorney Walker on a liquor license application for Family Dollar.

Building Inspector Report

Building Inspector Rodriguez reported on the building permit for Our Lady of the Valley and mentioned a few other smaller projects.

Trustee Comments

Trustee Rendon commented on attending the CML Policy Committee where there will be several proposals regarding taxes that could potentially impact the town. She also mentioned the passing of Helen Hutchins, the former clerk. A card was circulated and will be given to the family.

Trustee Wilson commented that he hoped to get some relief for the police department in hiring an officer. He expressed his appreciation for Public Works Supervisor Dufresne and his positive attitude while working for the town.

Trustee Villagomez commented on a few nuisance issues with different properties. He also asked about the shared water meter at the Valdez property on Walnut. Town Manager Zaragoza stated that they will need to get a plumber to install the meters prior to selling the property.

Trustee Wagoner reported on the issue with her neighbors requesting the town's assistance in removing the branches from trimming their trees. She felt there was a misunderstanding and explained to her neighbors the ordinance that states property owners are responsible for cleaning and maintaining their property. She thanked the board for the plant and for acknowledging her dad's passing.

Mayor Pro Tem Valdez asked if the board was going to be forced to adopt the 2023 building code. Attorney Walker stated that with the recent adoption of the 2018 building codes the town would not have to adopt the most recent version unless there were updates or changes.

Mayor Pro Tem Valdez, who is the North Conejos Fire District Chief requested the annual donation so that they could purchase Halloween and Christmas candy. Town Manager Zaragoza stated that the protocol has been to have a formal request for donations.

Mayor Medina reported that she visited with the mayor from the island of Kauai while on vacation in Hawaii. She stated he and his staff were very welcoming. She shared that they face many of the same issues in Kauai as we do here in La Jara.

Adjournment:

Mayor Pro Tem Valdez moved to adjourn. The meeting adjourned at 8:05 pm.

Respectfully Submitted by

Shawn Pagnotta

Town Clerk – Shawn Pagnotta



Paula Medina

Mayor / Mayor Pro Tem