



AGENDA

REGULAR MEETING LA JUNTA CITY COUNCIL

La Junta, Colorado

August 2, 2021

7:00 PM

Council Chambers

Municipal Building

601 Colorado Avenue

CALL TO ORDER (Mayor Pruyn)

PLEDGE OF ALLEGIANCE (Mayor Pruyn)

INVOCATION (Council Member Vela)

ROLL CALL (City Clerk)

Council Members

Supervisors

Others

Mestas

Velasquez

McIntyre

Pruyn

Ochoa

Vela

Eckhart

MINUTES OF PREVIOUS MEETING (Mayor) (Action)

Regular Meeting July 19, 2021

CITIZEN PARTICIPATION FOR NON AGENDA ITEMS ONLY *(5 minute time limit per person)*

NEW BUSINESS

A. Approval of Tourism Board Documents (City Attorney) (Action)

1. Policy Statement

2. By-Laws

B. First Reading/AN ORDINANCE TO AMEND AND CODIFY PROVISIONS RELATED TO THE TOURISM FUND (City Attorney) (Action)

C. Committee/Board Reports

D. City Manager's Comments

E. Governing Body Comments

F. ADJOURN

CITY COUNCIL MEETING – July 19, 2021

STATE OF COLORADO)
 COUNTY OF OTERO) SS
 CITY OF LA JUNTA)

CALL TO ORDER: The regular meeting of the City Council of the City of La Junta, Colorado, was called to order by Mayor Jeffri Pruyn on Monday, July 19, 2021, at 7:00 p.m. in the Council Chambers of the Municipal Building.

PLEDGE OF ALLEGIANCE: The Mayor led everyone in the Pledge of Allegiance.

INVOCATION: Council Member McIntyre gave the invocation.

ROLL CALL: The following Council Members were present:

Eugene Mestas, Ward 1
 Paul Velasquez, Ward 1
 Elaine McIntyre, Ward 2
 Jeffri Pruyn, Mayor
 Chandra Ochoa, Ward 2
 Edward Vela, Ward 3
 Scott Eckhart, Ward 3

Absent: none

Also present: Rick Klein, City Manager
 Bill Jackson, Asst. City Manager
 Phil Malouff Jr., City Attorney
 Melanie Scofield, City Clerk
 Paula Mahoney, Admin. Asst.
 Betty Velasquez, La Junta
 Jim Goodwin, La Junta
 Michael Yerman, SCEDD
 Stephanie Gonzales, SECEDD
 Brent Frazee, SECED
 James Bartolo, LJ Tribune
 Bette McFarren, RF Gazette

PRESENTATION: Michael Yerman with Southern Colorado Economic Development District presented the Southeast Colorado Workforce Housing Feasibility Study. (Document attached)

MINUTES OF PREVIOUS MEETINGS: Mayor Pruyn asked if there were any corrections or additions to the minutes of the Regular City Council Meeting of July 6, 2021. Hearing none, the Mayor declared the minutes approved as published.

CITIZEN PARTICIPATION FOR NON-AGENDA ITEMS (5 minute time limit per person):

1. Council Member Vela: On behalf of all the Veterans groups in town, we want to thank the Methodist ladies for providing a breakfast every third Saturday of the month. We had good participation. The Veterans were very happy.

CITY COUNCIL MEETING – July 19, 2021

NEW BUSINESS**A. Committee/Board Reports**

1. AVRMC Board (Council Member McIntyre):
 - Blood drive will be August 3rd from 10:00 a.m. – 2:00 p.m. You may contact Sylvia Douglass at 719-384-2000.
2. Utilities Board (Mayor Pruyn):
 - We didn't have a quorum. Only having five members on the Board is not enough people. We were given department reports but we couldn't conduct any business.
3. Urban Renewal (Mayor Pruyn):
 - Listened to Michael Yerman's presentation. The Board voted on turning over our vacant properties, including 4th & Hayes. I voted against it.
4. Tourism Board (Mayor Pruyn):
 - The Board has finalized the by-laws and policy statement. They will be presented to Council at our next meeting.
5. Recreation Board (Council Member Eckhart):
 - Finishing up youth baseball. The numbers for baseball are better than they have been in a long time.
 - Getting ready for football and volleyball registration.
 - They'll be using the armory building for basketball this winter.
 - The Wipe Out is trying to accommodate some swim meets since the high school pool is still down.
 - Looking into adult league programs. Perhaps starting with softball and volleyball.
 - The golf course is doing well. The greens are looking good.

B. City Manager's Comments

1. We had a water break at the 1800 block of Colorado. That line needs to be replaced from 10th – 22nd Street. We also need to replace the line on Cimarron from 16th – 22nd Street.
2. We are also working on a water main repair under the Crooked Arroyo.
3. Continuing the work at the Power Plant.
4. Final inspection was completed on 1501 Edison.
5. The properties at 817 Maple and East 3rd Street (storage units) are being prepped.
6. We're hauling around 8-10 boxes of sanitation a day.
7. Medical calls are up.
8. The Police Department had around 7800 calls for service in the first six months.
9. We have received the last grant for the Southwest Chief.

C. Governing Body Comments

1. Mayor Pruyn:
 - Domino's has brought in 23 jobs starting out. They are working to have 50 part-time/full-time jobs. They also brought an \$18,000 check to give to our community, which is being put to good use with Associated Charities.
 - We will be looking at early August for our next work session.
2. Council Member Velasquez:
 - I will be sending out a doodle poll to the citizens regarding the idea of an amphitheatre.

CITY COUNCIL MEETING – July 19, 2021

MOTION TO MOVE INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND/OR INSTRUCTING NEGOTIATORS, UNDER C.R.S §24-6-402 (4)(e): Vela

SECOND: Mestas

DISCUSSION: There was no discussion

VOTE: The motion carried 7-0

Council went into Executive Session from 8:14 p.m. until 9:12 p.m.

There being no further business, the meeting adjourned at 9:12 p.m.

ATTEST:

CITY OF LA JUNTA

Melanie R. Scofield, City Clerk

Jeffri Pruyn, Mayor

ORDINANCE NO. 1629

**AN ORDINANCE TO AMEND AND CODIFY
PROVISIONS RELATED TO THE TOURISM FUND**

WHEREAS, the voters of the City of La Junta have previously determined that visitors of the City should be required to help defray the costs of promoting tourism within the City and the area and for the promotion of tourist related activities within the City and the surrounding area; and

WHEREAS, the voters of the City of La Junta have determined that such effort should be financed in part by the imposition of a "Lodging Tax" imposed upon the leasing or renting of rooms or other accommodations in commercial lodging within the City of La Junta by short-term visitors and guests; and

WHEREAS, the citizens of La Junta have determined that the public interest and the needs of the City require that provision be made for the imposition of a Lodging Tax with the revenues generated therefrom to be used as provided herein; and

**BE IT THEREFORE ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LA JUNTA, COLORADO THAT;**

SECTION 1: Purpose of Ordinance. It is the intention of the City Council to codify all updated provisions related to the tourism related Ordinances.

SECTION 2: Section 2.90.010 is repealed in its entirety.

SECTION 3: Any ordinances, rules or regulations enacted to provide provisions related to the management of the Tourism Tax which may be in conflict with this Ordinance are hereby repealed in their entirety.

SECTION 4: A new Section 2.90.010 is enacted as follows:

Section 2.90.010 Advisory Board:

1. A board shall be created designated as the "City of La Junta Tourism Advisory Board".
2. The Advisory Board shall be governed under such conditions and terms as the Council deems appropriate to advise the City Council on tourism related issues.
3. The Board shall be advisory in nature and shall have no powers other than those enumerated herein.

4. The existence of the Board shall continue from the effective date of this ordinance until such time as amended, changed, or terminated by act of this Council.
5. The Council shall select a Board of not less than seven residents of the area to advise the City Council on tourism related matters. Except as provided in Subsection (F), members of the advisory board shall be appointed from industries or businesses associated with the tourism industry within the municipality or areas surrounding La Junta.
6. The Board shall be compromised as follows:
 - a. One member shall be the Mayor of the City of La Junta whose term shall commence with the appointment hereof and continue during the elected term of that Mayor's term of office.
 - b. One member shall be the City Manager or his designee.
 - c. Five members selected from the City of La Junta, or its surrounding area, as may be appointed by Council, for terms of three years each; except as to the following initial term as defined in Subparagraph G below.

SECTION 5: Section 2.90.020 is repealed in its entirety.

SECTION 6: A new Section 2.90.020 is enacted as follows:

Section 2.90.020 Powers and Duties:

1. The Board shall schedule meetings to collect and evaluate user input from the Community concerning the duties of the Board.
2. The Board shall provide the City with input of the desires of the community concerning tourism.
3. The Board shall advise the City concerning activities to be funded by the Lodging Tax.
4. The Board shall advise the City concerning the needs of the community concerning tourism related actions.
5. The Board shall make recommendations to the City concerning possible expenditures for the purposes stated.

6. The Board shall make recommendations to the City concerning possible grants for the purposes stated.
7. The Board shall conduct regular meetings of the Board.
8. The Board shall elect officers to control the functioning of the Board.

SECTION 7: Section 2.90.030 is repealed in its entirety.

SECTION 8: A new Section 2.90.030 is enacted as follows:

Section 2.90.030 Powers and Duties Excluded or Reserved: The following powers and duties shall be specifically reserved to the City of La Junta:

1. All revenues and any expenditures shall be governed by the budgeting process of the City Council in accordance with its customary procedures.
2. All revenue collected from such Lodging Tax shall be credited to a special fund designated as the "Lodging Tax Tourism Fund" which is hereby created. The fund shall be used only to advertise and market tourism in accordance with this ordinance. No revenue collected from such "Lodging Tax" shall be used for any expenditures, with the exception of tourist information centers and related purchases.
3. As relates to the matters contained in this Section, the City shall decide, in its sole discretion all matters of budget with regard to the Lodging Tax.
4. As relates to the matters contained in this Section, the City shall allow City auditors, at the expense of the City, to audit any funds controlled or held by the City in the use or operation of this fund.

SECTION 9: Section 3.15.010 is repealed in its entirety.

SECTION 10: A new Section 3.15.010 is enacted as follows:

Section 3.15.010 Use of Money Collected:

1. The City shall provide for the receipt and expenditure of revenues collected from the tax and the deposit of the same into a restricted fund as created by the Council to implement this ordinance.
2. The City shall establish procedures, regulations and processes for the collection of the tax.
3. No funds may be used for the general operating purpose of the City.

SECTION 11: Section 3.15.020 is repealed in its entirety.

SECTION 12: A new Section 3.15.020 is enacted as follows:

Section 3.15.020 Applicability of Tax: "Lodging" includes the transaction of furnishing rooms or accommodations by any person, partnership, limited liability company, association, corporation, estate, receiver, trustee, assignee, lessee, or person acting in a representative capacity or any other combination of individuals by whatever name known to a person who for a consideration uses, possesses, or has the right to use or possess any room in a hotel, apartment hotel, lodging house, motor hotel, guesthouse, guest ranch, trailer coach, mobile home, auto camp, or trailer court and park, under any concession, permit, right of access, license to use, or other agreement, or otherwise.

SECTION 13: Section 3.15.030 is repealed in its entirety.

SECTION 14: A new Section 3.15.030 is enacted as follows:

Section 3.15.030 Exclusion of Tax: The Lodging Tax shall not apply to the following:

1. Tenancies created by landowners for a term in excess of thirty (30) days where rent is computed and paid on a monthly basis;
2. Persons accepting lodging on Railroad berths on rail cars; irrespective of whether said lodging originated in La Junta or any other place which causes transfer through La Junta on the Amtrak rail line.

SECTION 15: Section 3.15.040 is repealed in its entirety.

SECTION 16: A new Section 3.15.040 is enacted as follows:

Section 3.15.040 Abolishment of Tax: This tax may be abolished if, in the opinion of not less than seventy-five percent of the voting members of Council, the purposes as set forth herein shall become obsolete.

SECTION 17: Section 3.15.050 is repealed in its entirety.

SECTION 18: A new Section 3.15.050 is enacted as follows:

Section 3.15.050 Compliance Requirements: All filing requirements, all licensing requirements and all due dates, penalties and other administrative technicalities shall be the same as required under the current provisions of Title 3 of this code.

SECTION 19: Section 3.15.070 is repealed in its entirety.

SECTION 20: A new Section 3.15.070 is enacted as follows:

Section 3.15.070 Vendors:

1. Persons or entities required to collect the Lodging Tax shall apply for and maintain a Lodging Tax collection license, which shall be issued by the City Financial Officer.
2. Persons or entities required to collect the Lodging Tax shall remit the tax collected on sales tax forms provided by the City.
3. No vendor shall be entitled to a fee for the collection of said Lodging Tax.

SECTION 21: Section 2.90.040 is repealed in its entirety.

SECTION 22: A new Section 2.90.040 is enacted as follows:

Section 2.90.040 Meeting Compliance: All meetings of said Board shall comply with the Open Session Requirements as set forth in Title 24 of the C.R.S.

INTRODUCED, PASSED on first reading this 2nd day of August, 2021.

ADOPTED on second reading this 16th day of August, 2021.

CITY OF LA JUNTA

Jeffri Pruyn, Mayor

ATTEST:

Melanie Scofield, City Clerk

SECTION I.

**A. POLICY STATEMENT FOR USE OF THE LODGING TAX.
(Effective August 30, 2021)**

The Lodging Tax Fund will be the primary source of City funding for tourism promotion. The City will not make any multi-year commitments with Lodging Tax funds. The City intends to maintain a reserve in the fund and will assess (on an annual basis) how much of the fund should be appropriated in any given year. The revenues from the City's Lodging Tax may be used for the following purposes:

1. All proposals must demonstrate that requested funds are for expanded tourist related activities and not simply to replace existing funding.
2. The promotion of emerging or ongoing tourism events, facilities, and activities by governmental or non-profit agencies so as to attract tourists to this community.
3. Payment for all or any part of the cost of local tourism promotion(s).
4. Funding of multi-jurisdictional tourism related activities.

B. DEFINITIONS: For purposes of this policy, the following definitions shall apply:

1. **Advertising:** Use of funds for advertising, designed to promote out of area participation by advertising the applicant's events. "Permitted advertising" includes brochure production, newspaper advertising, magazine advertising, radio advertising, or similar types of advertising directed at out-of-area consumers. Advertising expenses are expenditures.
2. **Vacation Rental Entity:** A lodging reservation that allows owners to list their spare room, apartment or home. Payment is made to Airbnb, VRBO, etc. which forward funds to the host after the guest arrives.

3. **Expenditure:** As herein used, "expenditure" refers to something expended, charged, cost, disbursement, outgo, or outlay in exchange for materials or services provided. Expenditures are monies paid directly by the City to a non-applicant supplier.
4. **Grant:** When used herein, "grant" refers to advancing money to applicants for use in conjunction with the applicant's purpose. "Grant" refers to a gift for a particular purpose.
5. **Promotions:** Any act of promoting by advancement or through encouragement; Advertising, publicity, and public relations action associated therewith. "Promotions" does not include underwriting in any services.
6. **Underwriting:** To endorse or to assume financial responsibility for (i.e. underwrite a concert); to sign (i.e. an insurance policy) so as to assume liability in case of specified losses; to insure; to insure against losses.

C. ELIGIBLE EXPENDITURE V. GRANT CATEGORIES.

1. **General Tourism Promotion.** This category will provide funds to promote, publicize, support and/or expand tourism promotion programs in the general area of La Junta. This could include (but is not limited to) such programs as producing a marketing brochure highlighting the community's unique tourist features and the implementation of certain elements of the community.
2. **General Tourism Grants.** Proposals for grants must demonstrate that requested funds are for expanded tourist related elements and not simply to replace existing funding. Except as to "permitted advertising" requests, proposals similar in scope to previously submitted award proposals shall not be considered.

3. **Special Events/Festivals.** This category will provide funds to projects that promote, support, and expand existing and new special events/festivals. These special events/festivals, either existing or new, must be open to the public and have a clear goal of attracting tourists to the City. Proposals for existing special events/festivals must demonstrate that requested funds are for expanded tourist related elements and not simply to replace existing funding.
4. **Administration Expenses Recoupment.** To cover the costs of administration in the collection of the Lodging Tax and other administrative matters related thereto, the City shall retain 3% of the gross total sums received by the implementation of the Lodging Tax. The City administration recovery shall be realized and transferred to the City general fund in January of each year (after the preceding December sales tax returns have been filed and the collected taxes deposited with the City).

SECTION II.

A. PURPOSE OF GRANT.

The goal of a grant to an applicant is to help build La Junta as a destination for visitors by generating lodging tax and incremental sales tax revenue through tourism, events and related activities. Grants to qualified applicants are funded with revenue received through the City's Lodging Tax Revenues.

B. REQUIREMENTS TO APPLY FOR A GRANT.

1. Generate overnight stays in La Junta hotels.
2. Programs must yield increases in tourism activity.
3. Programs must demonstrate a need for the use of public funds.
4. All events must be open to the public.

C. APPLICATION INSTRUCTIONS FOR A GRANT.

1. In order to apply for funds, the applicant must complete the attached application and submit the same to the Tourism Director at the City Municipal Building.
2. Partially completed applications will not be considered by the Board.
3. Successful applications will be notified within sixty (60) days after acceptance of the fully completed application by the Tourism Director at the City Municipal Building.

D. EVENTS ELIGIBLE FOR GRANT FUNDING INCLUDE (BUT ARE NOT LIMITED TO):

1. Artistic Performances such as music, theater, etc.
2. Sporting events.
3. Cultural activities.
4. Conventions.
5. Promotions as defined above.
6. Use of funds to pay for lodging of out-of-town guests and dignitaries to offset eating and sleeping accommodations for those dignitaries (in conjunction with a tourism related event) but said expenditures shall be no more than \$300.00 per person per day event.

E. EVENTS NOT ELIGIBLE FOR GRANT FUNDING OR EXPENDITURE DISBURSEMENT:

1. Those events directed primarily toward local community, recreation or participation, where the target audience is this community.

2. Those events which take place outside the La Junta tourism region, unless approved by the Tourism Board and the City Council.
3. For-profit ventures sponsored by for-profit entities or persons.
4. Lobbying, advocacy, or related activities.
5. Events that have already occurred or requests that seek grant money for expenses already incurred.
6. Applicant's use of funds for the applicant's General Operations of the applicant or an affiliate of the applicant.
7. Funded events that fail to meet the requirements of Section L below.
8. The underwriting of any program, concert, event or activity as defined above.
9. Activities which are aesthetic in nature.
10. Events which have received previous tourism awards for similar activities (except as to "permitted advertising").

F. ELIGIBLE APPLICANTS FOR GRANT FUNDING (INCLUDES BUT IS NOT LIMITED TO):

1. Community groups.
2. Non-profit entities organized as "not for profit entities" as determined by the Colorado Secretary of State.
3. Individuals.
4. Neighborhood groups.
5. School clubs.

6. Youth groups (nonsectarian).
7. Other Governmental entities.
8. Activities sponsored by religious organizations of which the activity does not support any specific religious denomination but rather address the priorities of the Tourism Board.
9. In the event any Tourism Board Member is associated with any request for funds, that member may be present at the presentation phase of the Board Meeting. The affected Board Member shall remove himself/herself from the room and shall thereafter withdraw from all discussions thereof. The affected Board Member may not vote or score the application.

G. INELIGIBLE APPLICANTS FOR GRANT FUNDING:

1. For-profit organizations.
2. Political parties.
3. Religious organizations (except as provided In Paragraph F(8) above).
4. Persons acting within their individual capacity.
5. Entities similar in purpose to those entities set forth in this Subparagraph G.

H. PRIORITIES FOR GRANT APPLICATION CONSIDERATION

The City of La Junta has adopted a priority for the manner in which Lodging Tax funds will be spent, thus priority scoring weight is awarded to projects that:

1. Generate overnight stays in La Junta hotels.
2. Promote incremental visitation to the community.

3. Bolstering La Junta's retail districts.
4. Positively promote the City of La Junta in regional and national media outlets.
5. Seek multiple sources of support.
6. Help create La Junta as a tourist destination by out-of-town spectators, visitors or the like.
7. Are unique to La Junta and surrounding area.

I. FUNDING RULES:

1. Projects meeting all of these priorities are not guaranteed to receive money.
2. Grants are one-time only expenditures made to approve Grant Applicants as provided herein.
3. Grants do not automatically recur under any circumstance.
4. Unless specifically deferred by the Tourism Advisory Board for further consideration, any application which is approved or rejected shall not be resubmitted in that same calendar year.
5. Except as to "permitted advertising" applications, similar substance-related applications may not be submitted by any applicant within the same calendar year.
6. Except as to "permitted advertising", similar substance-related applications may not be submitted by any applicant in any succeeding years.
7. Decisions on prior applications submitted to the Tourism Advisory Board or the Council are not binding as to any future application submitted by any applicant.

8. The Tourism Board may, on its own volition, reduce the requested award for any otherwise qualified application.
9. No grant application may exceed \$5,000.00 in total funding, except only in those cases where the Tourism Board expenses requests a waiver of this requirement in conjunction with Paragraph 13 below, which must be approved by a two-thirds affirmative vote of the City Council.
10. Intentionally left blank.
11. The "permitted advertising" limitations shall not apply to those advertising activities specifically sponsored by the Tourism Board, such as billboards, AAA advertising, Visitor Center, Southeast Tour Guides, regional magazines, national magazines, internet sites or social media.
12. As an exception to Paragraph 9 or 11 of this Section, if applicant provides program modifications that are implemented to attract attendees that will utilize local lodging facilities, the Tourism Board may make recommendations pursuant to Paragraph 13 below.
13. Report to Council any recommendations (by the Tourism Board) which seek to fund an event where the funding request is similar to a past award MUST contain an explanation of why the application differs from prior applications so as to be considered by the Council, which must be approved by a two-thirds affirmative vote of the City Council.

J. CRITERIA FOR EVALUATING GRANT APPLICATIONS:

Proposals will be reviewed by the Tourism Director and the Tourism Board consisting of all of the persons appointed by the City of La Junta who are in attendance at a regularly called meeting of the Board to act on the normal and customary business of the Tourism Board.

K. PROCESS OF GRANT APPLICATION REVIEW

1. Receipt of application by the Tourism Director.
2. Referral to the Tourism Board prior to the next regularly scheduled Tourism Board meeting.
3. Review by Tourism Board and recommendation to Council by Tourism Board.
4. Notification to applicant by Tourism Board within approved denial or request for additional information.
5. Presentation to Council for budgetary approval or denial or deferment.
6. Funded if application is required to be approved by the City Council.

L. POST ACTIVITY FUNDING

1. Within thirty (30) days after the completion of the project, any successful applicant shall provide a detailed summary of expenditures that were made in the furtherance of the grant objectives.
2. Actual expenditure receipts must be attached to the final summary.
3. The Board will maintain a file of all applications stating with particularity the application and the action by the Tourism Board, the action of the Council and all post-activity reports.
4. Unused fund shall be returned to the City at the time of filing of the summary.
5. Failure to comply with these provisions shall make the applicant ineligible for consideration of future grants.

M. Administrative Details

1. The By-Laws replace all previously approved By-Laws.

2. The Effective date of the By-Laws shall be August 30, 2021.

CITY OF LA JUNTA

Jeffri Pruyn, Mayor

ATTEST:

Melanie Scofield, City Clerk

**CITY OF LA JUNTA
LA JUNTA TOURISM ADVISORY BOARD
BY-LAWS
(EFFECTIVE AUGUST 30, 2021)**

ARTICLE I. NAME

Section 1. The name of this organization shall be the "La Junta Tourism Advisory Board".

ARTICLE II. PURPOSE

Section 2. The purpose of the Board shall be to act in an advisory capacity to the City of La Junta and assist the City in planning, support, programming, and recommendations regarding expenditures and the review of basic policies for use of the Lodging Tax.

ARTICLE III. GOALS

Section 3. The Board will advise the City on matters related to procedures that contribute to the effective management of the Lodging Tax as generally authorized in prior Ordinances.

Section 4. The Board will create effective relationships with participants, staff, the City of La Junta Finance Department, the City Manager, City Council, and the community in order to achieve its purposes.

Section 5. The Board will keep complete records required to operate, plan and implement its program. It will regularly prepare and circulate reports about its operations and meetings so as to inform the City administration, La Junta City Council, and the general public.

ARTICLE IV. BOARD

Section 6. The La Junta Tourism Board shall consist of seven (7) members appointed by the La Junta City Council.

Section 7. Tourism Board members shall be appointed in January of each year and shall serve a three (3) year term with eligibility for reappointment.

The Ordinance on July 1, 2021 two members shall be appointed for an initial term to expire on December 31, 2024; on July 1, 2021 two members shall be appointed for a term to expire on December 31, 2025; and one member shall be appointed for a term to expire on December 31, 2023.

Section 8. Except as provided in Section 7, all board member terms shall be for three years. When the appointee is filling an unexpired term the appointee's term shall end when the term would have ended for the position of which the appointee was appointed to fill.

Section 9. The regular meetings of the Tourism Board shall be held on the third Tuesday of every month at a time convenient to the Board, at the City Utility Board Room or at other places as the Board may agree upon in advance. The time and date of meetings may be changed, from time to time, by unanimous consent of the Board Members, but a meeting must be held no less frequently than semi-monthly. Other meetings may be scheduled as the needs of the board may dictate as allowed herein.

Section 10. Each Tourism Board member shall have one (1) vote. Voting proxy or an absentee ballot shall not be permitted.

Section 11. A simple majority of the Tourism Board members shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 12. The Board shall receive nominees for appointment to the Tourism Board when vacancies occur. Recommendation(s) shall be forwarded to the City Council for final consideration.

Section 13. Any board member who is absent for three consecutive meetings shall be considered to have resigned from the position. Thereafter, vacancies shall be filled by the City Council in a fashion similar to the Council's procedure for appointment of original members.

V. OFFICERS

Section 14. It shall be the duty of the Tourism Board to cause to be kept a complete record of all their minutes and acts, and of the proceedings of the members in accordance with policies enacted by the Council.

Section 15. Special meetings of the board may be called by the Chairperson on two days' notice to each board member, either personally, by mail, or by telephone. Special meetings shall be called by the Chairperson or any board member in like manner and on like notice on the written request of any Board member.

Section 16. Board members shall not be paid any fees for attendance at board meetings.

Section 17.: The officer shall be a Chairperson. The officer shall be elected annually. Any resignation shall take effect on the date of receipt of such notice or at any later date specified therein and unless specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 18. Duties of Chairperson: The Chairperson shall be the Chief officer of the Board. It shall be his/her duty to:

- a. Preside at all meetings of the Board or designate a person to so act from time to time in the absence of the Chairperson.
- b. Sign and execute all resolutions and other instruments to which the Board is party.
- c. Have such other powers and perform other duties as may be assigned to the Chairperson by the Board.

Section 19. Minutes of all meetings shall be kept by the Recording Secretary or the Tourism Director. Financials of the Tourism Board shall be kept and shared by the City of La Junta Finance Director.

Section 20. Committees: Committees and task forces shall be formed when the Board sees a need to act. Members on committees are not limited to Board members. All committee chairpersons shall be appointed by the Board Chairman. A committee chairperson may select the remainder of his/her committee or task force.

ARTICLE VI. MISCELLANEOUS

Section 21. No monies are to be solicited from any source at any time.

ARTICLE VII. ADOPTION OF BY-LAWS

Section 22. These bylaws shall become effective upon adoption by a majority of the Tourism Board present at a duly constituted meeting and thereafter ratified by the City Council of the City of La Junta.

Section 23. The Board's action to revise these bylaws (or adopt new ones), shall be subject to recommendation by the Advisory Board members and approval by the La Junta City Council.

ARTICLE VIII. RULES OF ORDER

Section 24. Robert's Rules of Order (revised) shall be the rules of procedure for the conduct of business of all meetings of the Board and its executive and special committees, except when such rules are in conflict with these bylaws.

ARTICLE IX. EFFECTIVE DATE

Section 25. The By-Laws replace all previously approved By-Laws.

Section 26. The Effective date of the Buy-Laws shall be August 30, 2021.

APPROVED by the City Council this 2nd day of August, 2021.

CITY OF LA JUNTA

By: Jeffri Pruyn, Mayor

ATTEST:

Melanie Scofield
City Clerk