

Council Goals

Envision a safe, flourishing downtown that provides a strong commercial tax base

Strive to be active stewards of existing aging infrastructure

Recognize importance of experience, well trained, and community minded staff

Ensure its electorate is well informed of on-going successes and future plans

Envision a safe, secure community for its families and youth

Promote redevelopment of existing businesses and neighborhoods and increase quality of life for all its residents



AGENDA

REGULAR MEETING LA JUNTA CITY COUNCIL

La Junta, Colorado
January 17, 2023
6:00 PM
Council Chambers
Municipal Building
601 Colorado Avenue

CALL TO ORDER (Mayor Ayala)

INVOCATION (Mayor Ayala)

PLEDGE OF ALLEGIANCE (Council Member Pantoya)

ROLL CALL (City Clerk)

Council Members

Supervisors

Others

Ramirez

Velasquez

McIntyre

Ayala

Ochoa

Vela

Pantoya

MINUTES OF PREVIOUS MEETINGS (Mayor) (Action)

Regular Meeting January 3, 2023

ACTION 22 (Sarah Blackhurst) (Information)

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

NEW BUSINESS

A. Liquor Licenses (City Attorney) (Action)

1. Application for a Special Event Permit by La Junta Chamber of Commerce, Timmery Foster, Event Manager. The event is the 122nd Annual Chamber Banquet to be held January 30, 2023 from 5:00 p.m. to 11:00 p.m. at 2001 San Juan Avenue
2. Application for a Special Event Permit by Inspiration Field, Brittany Baylor, Event Manager. The event is the Lovers Steak Night to be held February 14, 2023 from 4:30 p.m. to 7:30 p.m. at 612 Adams Avenue
3. Application for a Special Event Permit by Inspiration Field, Brittany Baylor, Event Manager. The event is a Mardi Gras party to be held February 18, 2023 from 11:00 a.m. to 4:30 p.m. at 612 Adams Avenue
4. Application for Renewal of a Lodging & Entertainment Liquor License by VanceOwen LLC, d/b/a Fox Theatre, 11 E. 3rd Street
5. Application for Renewal of a Tavern Liquor License by Eagle Lanes LLC, d/b/a Eagle Lanes, 2420 San Juan Avenue

B. Annual Resolutions (City Attorney) (Action)

1. Designating Official Depositories for City Funds

C. Board Appointments (Mayor) (Action)

1. Reappoint John Yergert to the Tourism Board – term to expire 12/31/2025
2. Reappoint Nancy Bennett to the Urban Renewal Board – term to expire 12/31/2027

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3. Reappoint Justin Miller to the Urban Renewal Board – term to expire 12/31/2027
 4. Appoint Toni Madrid to the Urban Renewal Board – term to expire 12/31/2026
- D. Approval of Updated Urban Renewal By-Laws (Mayor) (Action)
 - E. Committee/Board Reports
 - F. City Manager's Comments
 - G. City Attorney's Comments
 1. Schedule AVRMC Joint Meeting
 - H. Governing Body Comments
 - I. 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)
 - J. ADJOURN



*Subject to approval at
the January 17, 2023
City Council Meeting*

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

CALL TO ORDER: A regular meeting of the City Council of the City of La Junta, Colorado, was called to order by Mayor Ayala on Tuesday, January 3, 2023, at 6:00 p.m. in the Council Chambers of the Municipal Building.

INVOCATION: Mayor Ayala gave the invocation.

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

ROLL CALL: The following Council Members were present:

Elaine McIntyre, Ward 2
Joe Ayala, Mayor
Edward Vela, Ward 3
Lisa Pantoya, Ward 3

Absent: Damon Ramirez, Ward 1
Paul Velasquez, Ward 1
Chandra Ochoa, Ward 2

Also present: Rick Klein, City Manager
Bill Jackson, Asst. City Manager
Phil Malouff Jr., City Attorney
Melanie Scofield, City Clerk
Paula Mahoney, Admin. Asst.
Cynthia Nieb, Director of ED/UR
Nancy Bennett, Urban Renewal
Daniel Horton, Urban Renewal
Gary Cranson, UB Commissioner
Julie Worley, La Junta
Bette McFarren, RF Gazette

MINUTES OF PREVIOUS MEETING: Mayor Ayala asked if there were any corrections or additions to the minutes of the Regular City Council Meeting of December 19, 2022. Council Member Vela had a change to his last statement on the governing body comments, it should read: “based on the information provided thus far, it’s a no.” After hearing no other corrections or additions, the mayor asked for a motion to approve the minutes as amended.

MOTION TO ACCEPT THE DECEMBER 19, 2022 MINUTES AS AMENDED: McIntyre

SECOND: Pantoya

DISCUSSION: There was no further discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

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

1. Daniel Horton, Urban Renewal, shared accomplishments for the last year:
 - Provided the cash match for six rehabilitation projects in the downtown commercial buildings spawning four new businesses.
 - Work has mitigated blight and contributed to the local sales and helped produce/contribute to the property tax base.
 - Re-writing the URA grant/loan applying making sure that the language is correct.
 - Welcomed a new authority member, Mr. Randall Roberson.

CITY COUNCIL MEETING – January 3, 2023

- Will be holding interviews next week for potential authority members.

Certified Local Government accomplishments:

- Passed the first quadrennial review with flying colors. The diversity and depth of our board, education, and outreach projects, groundbreaking quality of our downtown history building survey and successful grants and projects were called out as well as our staff leadership.
- The City of La Junta was chosen to host Colorado Preservation Inc. this year on August 25-27. This will be a main attraction for us this year. Hoping to start new things and generate some revenue, getting people more excited about what's going on around us.
- We are a finalist in the People's Choice Awards for our downtown historic survey preservation project.

NEW BUSINESS**A. Annual Resolutions for the year 2023**

1. **A Resolution Concerning Posting of Open Meetings.** Resolution No. R-1-2023 was presented for Council's consideration as follows:

WHEREAS, public cannot exercise its right to attend open meetings unless sufficient notice is provided to its citizens; and

WHEREAS, the Open Meetings Law requires the public to receive full and timely notice of any meetings held; and

WHEREAS, the Open Meeting statute (24-6-402) provides in part as follows:
Any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public. In addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting. The public place or places for posting such notice shall be designated annually at the local public body's first regular meeting of each calendar year. The posting shall include specific agenda information where possible.

BE IT THEREFORE RESOLVED that the City Council of the City of La Junta, the Board of Utility Commissioners, the Planning Commission of the City of La Junta, the Airport Advisory Board, the Urban Renewal Authority, the Tourism Board, and any other advisory boards which have been created by Ordinance and which are required by ordinances of the City of La Junta to comply with the open meetings law shall comply with this Resolution.

BE IT FURTHER RESOLVED that notice of the meetings shall be issued by the Clerk of the City of La Junta.

BE IT FURTHER RESOLVED that designated place for posting of the meetings shall be the main foyer of the City Building, located at 6th and Colorado, La Junta, Colorado.

MOTION TO ADOPT RESOLUTION NO. R-1-2023: McIntyre

SECOND: Vela

DISCUSSION: For statutory requirements, the foyer of the Municipal Building and the local newspaper are used for postings even though it is also shared on the website and social media.

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

2. **A Resolution Designating Official Depositories for Various City Funds.** City Manager Klein explained that flexibility is needed when investing in order to maximize city funds. Local banks will be considered but are unable to do much with current rates. The language of this resolution needs to be changed. Resolution No. R-2-2023 was presented for Council's consideration as follows:

BE IT RESOLVED by the City Council of the City of La Junta that the following are hereby designated as official depositories for the various funds for the City of La Junta for the calendar year 2021:

1. The Colorado Bank & Trust Company of La Junta;
2. State Bank and Trust Company of La Junta;
3. TBK Bank;
4. First National Bank of Las Animas and La Junta;
5. U.S. Bank.

Whenever investment circumstances exist that prohibit banks from accepting City funds as deposits without requiring deposit fees be paid by the City, the City Manager or his designee, is authorized to locate other financial institutions; provided however that all funds be maintained in a federally insured account and all funds must be fully insured by the FDIC.

MOTION TO *TABLE* RESOLUTION NO. R-2-2023: Vela

SECOND: Pantoya

DISCUSSION: There was no further discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

3. **A Resolution Concerning Discovered or Reported Offenses against City Property.** Resolution No. R-3-2023 was presented for Council's consideration as follows:

BE IT RESOLVED by the City Council of the City of La Junta that it shall be the policy of this Council that all discovered or reported offenses against the property of this City shall be referred to the appropriate law enforcement agency in this county for such action as may be deemed proper.

MOTION TO ADOPT RESOLUTION NO. R-3-2023: Vela

SECOND: McIntyre

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

4. **A Resolution Concerning Publication of Legal Notices.** Resolution No. R-4-2023 was presented for Council's consideration as follows:

BE IT RESOLVED by the City Council of the City of La Junta that all legal notices required to be published by the ordinances of the City of La Junta shall be published in the La Junta Tribune-Democrat, a paper of general circulation within the City of La Junta.

MOTION TO ADOPT RESOLUTION NO. R-4-2023: McIntyre

SECOND: Pantoya

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

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5. **A Resolution Concerning City Enterprise Funds.** Resolution No. R-5-2023 was presented for Council's consideration as follows:

WHEREAS, the Taxpayer's bill of Rights anticipates that certain City enterprises are exempt from the provisions of the Taxpayer's Bill of Rights; and

WHEREAS, the Taxpayer's Bill of Rights defines the criteria upon which an enterprise becomes exempt from the operative provisions of the Taxpayer's Bill of Rights; and

WHEREAS, it is the belief of the City of La Junta that certain operational funds within its control are "enterprises" as defined by the Taxpayer's Bill of Rights.

BE IT THEREFORE RESOLVED AS FOLLOWS:

1. That the following City of La Junta funds are considered to be "enterprises" as used within the Tabor Amendment:
 - a. Electric Fund;
 - b. Sewer Fund;
 - c. Water Fund;
 - d. Sanitation Fund;
 - e. Property Management Fund.

MOTION TO ADOPT RESOLUTION NO. R-5-2023: Pantoya

SECOND: Vela

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

B. Board Appointments

1. La Junta Housing Authority

a. Karen Martinez (term to expire 12/31/2027)

MOTION TO APPOINT KAREN MARTINEZ TO THE LA JUNTA HOUSING AUTHORITY:
McIntyre

SECOND: Vela

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

b. Lorna Miller (term to expire 12/31/2027)

MOTION TO REAPPOINT LORNA MILLER TO THE LA JUNTA HOUSING AUTHORITY:
Pantoya

SECOND: Vela

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

2. Library Advisory Board**a. Michael Meier (term to expire 12/31/2025)**

MOTION TO REAPPOINT MICHAEL MEIER TO THE LIBRARY ADVISORY BOARD: Vela

SECOND: McIntyre

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

b. Sara Holt (term to expire 12/31/2025)

MOTION TO REAPPOINT SARA HOLT TO THE LIBRARY ADVISORY BOARD: Pantoya

SECOND: McIntyre

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

3. Senior Citizens Advisory Board**a. Barbara Rains (term to expire 12/31/2025)**

MOTION TO REAPPOINT BARBARA RAINS TO THE SENIOR CITIZENS ADVISORY BOARD: Vela

SECOND: Pantoya

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

C. Committee/Board Reports

1. There were no committee/board reports.

D. City Manager's Comments

- The Water Department was busy thawing frozen services last week.
- Cold temperatures caused other problems with frozen services and heating units for Property Management.
- The warming shelter was open through the holiday at the Armory. A big thanks to all of the volunteers that helped staff the shelter and feed the folks staying there. Also, thank you to the citizens of La Junta that donated items to help the folks staying there.
- Need to come up with a "disaster" plan.
- Sink hole at 5th and Cimarron due to a failed storm sewer lateral.
- Mr. Malouff working on the tear down of the Gibson building and 205 Lewis.

ADDITIONAL DISCUSSION:

- Fire in the 900 block of Grace.
- Michael Ada with Jive Hyve Virtual Dispensary.
- Still need the R.O. Plant (at reduced costs) even if the Ark Valley Conduit comes through.

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E. City Attorney’s Comments

1. AVRMC Joint Meeting with City Council. City Attorney Malouff recommends tabling this item until the full council is in attendance.

MOTION TO TABLE THE SCHEDULING OF THE AVRMC JOINT MEETING UNTIL THE NEXT CITY COUNCIL MEETING: McIntyre

SECOND: Pantoya

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Ramirez, Velasquez and Ochoa absent)

F. Governing Body Comments

1. Council Member McIntyre:
 - Commented on how nice it looked at the cemetery with the Wreaths Across America by American Legion No. 9.
2. Council Member Vela:
 - Take note of Wallace Oil Company, they refurbished their three gas stations. They took away that Shell Station look and made it look more locally owned. Thank you, Jimmy Wallace.
3. Mayor Ayala:
 - Thanked American Legion No. 9.
 - Also thanked the T.R.Y. organization for doing the luminarias around the park.
 - Was invited to the Kiva for the Koshares winter show. David Balicki does an amazing job. It was a great performance.
 - Thanked the community in regards to the warming shelter.
4. Council Member Vela:
 - Mr. Klein will be at the Leadership Policy & Governance Academy. It's a revival for a new generation of city leaders.
5. Mayor Ayala:
 - We are waiting on the Utility Board to schedule Mr. Klein's review.

There being no further business, the meeting adjourned at 6:49 p.m.

ATTEST:

CITY OF LA JUNTA

Melanie R. Scofield, City Clerk

Joe Ayala, Mayor

RESOLUTION NO. R-2-2023

BE IT RESOLVED by the City Council of the City of La Junta that the following are hereby designated as official depositories for the various funds for the City of La Junta for the calendar year 2023:

1. The Colorado Bank & Trust Company of La Junta;
2. State Bank and Trust Company of La Junta;
3. TBK Bank;
4. First National Bank of Las Animas and La Junta;
5. U.S. Bank;
6. Other financial institutions that comply with the intent of the terms of this resolution.

Whenever investment circumstances exist that prohibit banks from accepting City funds as deposits without requiring deposit fees be paid by the City, the City Manager or his designee, is authorized to locate other financial institutions; provided however that all funds be maintained in a federally insured account and all funds must be fully insured by the FDIC.

Priority considerations shall be given to institutions that offer competitive interest rates on City deposits.

ADOPTED this 17th day of January, 2023.

CITY OF LA JUNTA

Joseph Ayala, Mayor

ATTEST:

Melanie R. Scofield, City Clerk

**+BYLAWS OF THE LA JUNTA URBAN RENEWAL AUTHORITY
OF THE CITY OF LA JUNTA, COLORADO
(Revised and Updated as of November 10, 2022)**

**ARTICLE I.
INTRODUCTION**

The La Junta Urban Renewal Authority was established by the City of La Junta on August 1, 1966, and certified by the State of Colorado on February 17, 1967. The original Bylaws of the La Junta Urban Renewal Authority were adopted on March 27, 1967. The original Bylaws of the La Junta Urban Renewal Authority were revised on November 11, 2011.

**ARTICLE II.
NAME, ADOPTION, & BYLAW PURPOSE**

Section 1. Name and Term.

The name of this urban renewal authority shall be the “La Junta Urban Renewal Authority,” hereinafter referred to as “LJURA.” Its duration shall be perpetual unless dissolved by resolution of the LJURA members and LJURA Officers (the “Officers”) and the City of La Junta under Article VI herein.

Section 2. Adoption.

The within Bylaws have been adopted by the LJURA, and all previously adopted bylaws are hereby repealed.

Section 3. Purpose of Bylaws.

The purpose of these Bylaws is to establish rules and procedures necessary to carry out the purpose and duties of LJURA, as set forth in the Colorado Revised Statutes (C.R.S.) Title 31, Article 25, Part 1, and hereinafter referred to as “Urban Renewal Law.”

**ARTICLE III.
LJURA PURPOSE**

Section 1. Purpose.

The purpose of LJURA is to eliminate blighted areas through creative redevelopment. Before LJURA may get involved in a project, the area must first be found to be blighted. LJURA adopts the definition of blighted from Urban Renewal Law. Under Urban Renewal Law, a blighted area means an area which, in its present condition and use, has substantially and adversely affected or slowed the reasonable growth of the community, hindered the provision of decent housing, or constitutes a social liability to the community, and therefore is detrimental to the well-being of the citizens. § 31-25-103(2).

**ARTICLE IV.
POWERS & DUTIES**

Section 1. Powers and Duties.

LJURA shall have all the general powers granted under the Urban Renewal Law and shall perform all duties required by law. LJURA shall exist as an independent division of the City of La Junta and receive its funding from Tax Increment Financing (“T.I.F.”) District (see Attachment 1 e.g. map) funding provided by Otero County.

**ARTICLE V.
CONFLICT OF INTEREST**

Section 1. Conflict of Interest.

A conflict of interest occurs when an LJURA member’s interests—family, friendships, financial matters, current and past employment, or volunteer or social relationships—could compromise an LJURA member’s judgment, decisions, or actions while serving on the LJURA. Real and perceived conflicts require transparency; thus, disclosure of potential conflicts of interest is required by relevant members before discussing the potential conflict of interest item. At the time of that disclosure, the LJURA member will recuse himself/herself from all interaction with the LJURA pertaining to the conflict of interest item. Failure to disclose a potential conflict of interest may result in removal from the LJURA.

Furthermore, no commissioner, member, officer, or employee of LJURA nor any immediate member of the family of any such commissioner, member, officer, or employee shall acquire any interest, direct or indirect, in any project or in any property included or planned to be included in any project, nor shall they have any interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used in connection with any project.

If any commissioner, member, officer, or employee of LJURA owns or controls an interest, direct or indirect, in any property included or planned to be included in any project, they shall immediately disclose the same in writing to LJURA, and such disclosure shall be entered upon the minutes of LJURA.

Upon such disclosure, such commissioner, member, officer, or other employee shall not participate in any action by LJURA affecting the carrying out of the project planning or the undertaking of the project unless the LJURA determines that, in the light of such personal interest, the participation of such member in any such act would not be contrary to the public interest. Acquisition or retention of any such interest without such determination by LJURA that participation is not contrary to the public interest or willful failure to disclose any such interest constitutes misconduct in office.

**ARTICLE VI.
DISSOLUTION**

Section 1. Dissolution.

LJURA may only be dissolved by the action of its members and Officers and the City of La Junta.

**ARTICLE VII.
MEMBERSHIP**

Section 1. Membership.

Membership in the LJURA will be in accordance with Urban Renewal Law. Urban Renewal Law shall govern if and when conflicts exist between these Bylaws and Urban Renewal Law.

- A. The LJURA shall be comprised of nine (9) members, and those members shall be appointed by the Mayor of La Junta, subject to approval by the City Council of the City of La Junta. Not more than one of the members appointed by the Mayor may be an official of the municipality.
- B. The initial terms or tenure of office for each LJURA member shall be as follows; four (4) members are appointed for two (2) year terms, and five (5) members are appointed for a five-year term. Upon expiration of initial terms, all subsequent terms shall consist of two (2) years with a total term limit of twelve (12) years. One member shall be selected directly from the La Junta City Council by the La Junta City Council.
- C. A new candidate seeking an appointment to the LJURA shall complete an application for the position. Existing members seeking reappointment shall submit a letter of intent to the Officers. Upon receipt, the LJURA shall review the application or letter of intent, interview applicants, and submit a recommendation for appointment to the Mayor. All mayoral appointments are subject to approval by the La Junta City Council. All chair designations are subject to approval by the La Junta City Council.
- D. All new LJURA members shall participate in an orientation program familiarizing them with the rules and programmatic goals and objectives of Colorado Urban Renewal Authorities and the LJURA Plan.
- E. The Mayor shall file with the City Clerk a certificate of the appointment or reappointment of any member, and such certificate is conclusive evidence of the due and proper appointment of such member.

- F. An LJURA member holds office until his or her successor has been appointed and has qualified.
- G. Vacancies other than by reason of expiration of terms must be filled by appointment of the Mayor for the unexpired term. All vacancy appointment candidates to the LJURA shall complete and submit to LJURA an application for the position. Upon receipt, the LJURA shall review the application, interview applicants, and submit a recommendation for appointment to the Mayor. All mayoral appointments are subject to approval by the La Junta City Council. Any vacancy within LJURA shall be filled no later than 90 days after the vacancy. Three (3) months prior to a member's term expiration, the position shall be made open to the public. A member appointed to fill a vacancy shall fulfill the unexpired term of his/her predecessor in office.
- H. Nepotism is a barred activity under LJURA Bylaws. Nepotism is defined as the appointment of LJURA members with a blood or marital relationship—parents, children, first cousins, spouses—to the LJURA.
- I. LJURA members shall receive no compensation for their services, except that they may be entitled to necessary expenses, including traveling expenses, incurred in discharging their duties. A majority vote for expense reimbursement is required prior to disbursement.

Section 2. Prohibition of Private Inurement.

No earnings or budget item of LJURA shall be distributed to its members for services or personal gain.

Section 3. Resignation.

The resignation of a member of the LJURA shall be made in writing to the Executive Director and the LJURA Chair, and the resignation shall be forwarded to the member's appointing authority. The resignation of a member of the LJURA shall be effective immediately upon receipt and verification by the Executive Director and Chair.

Section 4. Attendance and Dismissal Requirements.

- A. Members missing three consecutive regular LJURA meetings in a six-month period—in the absence of a reason acceptable to the LJURA Chair—shall receive written notification from the Chair advising the member of their absences. The LJURA members shall choose to either recommend or not recommend the removal of the absentee member to the La Junta City Council. The La Junta City Council shall approve or deny the proposed removal. Remote or Virtual attendance of meetings by members is not included as an absence or missing a regular meeting.

- B. The Mayor, with the consent of the La Junta City Council, may remove an LJURA member for inefficiency or neglect of duty or misconduct in office, but only after the member has been given a copy of the charges made by the Mayor against them and has had an opportunity to be heard in person or by counsel before the governing body. In the event of the removal of any member, the Mayor shall file in the office of the City Clerk a record of the proceedings, together with the charges made against the member and findings thereon.

Section 5. Duty of Loyalty.

All LJURA members must give undivided allegiance when making decisions affecting the organization. This means that a member must never use information gained as a member of the LJURA for personal gain as it relates to executing the LJURA Plan under Urban Renewal Law. Thus, LJURA members must act in the best interests of LJURA. The LJURA member further acknowledges and agrees he or she owes a fiduciary duty of loyalty, fidelity, and allegiance to act in the best interests of the LJURA and to do no act that would materially injure the interests of the LJURA.

ARTICLE VIII. OFFICERS

Section 1. Officers.

The Officers of the LJURA shall be a Chair, Vice-Chair, and Treasurer, each of whom must be an LJURA member and shall be elected by a majority vote of the LJURA. Not more than one office may be held by the same person.

- A. The Chair shall be the principal executive officer and shall preside at all LJURA meetings. The Chair shall preside over all regular and special meetings of the LJURA, and shall, subject to these Bylaws and rules of procedure, decide all points of procedure unless otherwise directed by a majority of the members present at a particular meeting. Except as otherwise authorized by resolution of the LJURA, the Chair shall sign all contracts, deeds, and other instruments made by the LJURA. The Chair shall serve as the primary contact between the LJURA and the Director of Urban Renewal for the City of La Junta.
- B. The Vice-Chair shall be the assistant to the Chair and shall preside in the absence of the Chair.
- C. The Treasurer shall keep an account of all monies received and expended on behalf of the LJURA with the assistance of the City of La Junta Finance Director. The Treasurer will present financial reports each month or when called upon to do so by the Chair.

- D. In lieu of a formal Secretary, the LJURA has appointed a “Scribe,” provided by the La Junta City Manager, to perform the usual duties of a board secretary. The Scribe shall keep all documents, minutes, and communications and maintain an accurate record of LJURA proceedings.
- E. When both the Chair and Vice-Chair are absent, the members present shall select a member to preside over the meeting by a majority vote.
- F. Duties: The duties of the Officers include setting the vision of LJURA, reviewing, approving, and supporting programming, administration and finances, and providing guidance on priorities. Unless supported by an approved vote of the members, no Officer should take independent action in the spending of LJURA funds or representation of the LJURA.

Section 2. Officer Term and Elections.

Officers shall serve a term of one year unless otherwise specified in the Officer’s appointment or until the Officer’s successor shall have been duly elected and qualified, or until the officer’s earlier death, resignation, or removal by a majority vote of the LJURA at a meeting duly called. The election of Officers shall take place at the first meeting of each calendar year unless otherwise determined by a simple majority vote by the La Junta City Council confirmed LJURA members. Nominations for an officer position do not require a second. Nominees may have an opportunity to speak to their nomination before the vote is taken. A voice vote may be taken to elect all Officers or, upon a motion approved according to these Bylaws, voting elections may be made by ballot. Officers shall be elected by a majority of members present. In the case of vacancies of Officers, an election shall be held at the meeting following the vacancy of any Officer.

ARTICLE IX. MEETINGS, VOTING, & CONDUCT

Section 1. Meetings.

- A. **Formal Meetings and Work Sessions:** Formal meetings of the LJURA shall be those meetings where formal action may occur. Meetings and work sessions may be held at such time and place as may from time to time be determined by the Chair, except as otherwise directed by a majority of the members of the LJURA. No formal action shall be taken at work sessions of the LJURA. At least one LJURA member shall report LJURA activities at a La Junta City Council meeting per fiscal quarter.
- B. **Regular Meetings:** LJURA members shall hold regular meetings at least once a quarter. The LJURA may also provide a time and a place for holding additional regular meetings with twenty-four (24) hour public notice in a designated location in compliance with the Colorado Open Meetings Law.

- C. **Special Meetings:** Special meetings of the LJURA may be called by any member with twenty-four (24) hours of written notice to each member and public notice in compliance with the Colorado Open Meetings Law. Special meetings may also be called during any duly convened meeting for a future date by a majority vote of LJURA members. Formal action taken at a special meeting called in accordance herewith shall be considered as though it were taken in a regular meeting for those, and only those, matters referred to in the agenda contained in the notice of the meeting.
- D. **Executive Sessions:** LJURA members may meet in an Executive Session if permitted by conditions outlined in the Colorado Open Meetings Law.
- E. **Rules:** The most current revision of Robert's Rules of Order or Bob's Rules of Order shall guide the parliamentary procedures of the LJURA when not in conflict with these Bylaws. The order or subject of business may be altered or suspended at any meeting by the Chair unless a majority vote of the active LJURA members present deems otherwise.
- F. **Meeting Notes and Records:** Meeting notes and records shall be recorded and kept as required by the Colorado Open Meetings Law by the Scribe. Meeting notes and records will be posted for public review on chooselj.com.
- G. **Meeting Agendas:** The form of agendas shall be determined by the LJURA members. Agendas shall be posted in accordance with Colorado Open Meetings Law.
- H. **Meeting Minutes:** Minutes shall be kept of all formal meetings of the LJURA and all meetings of committees of the LJURA at which the adoption of any proposed policy, position, resolution, rule, regulation or formal action occurs or could occur. Minutes need not be kept of work sessions of the LJURA.
- I. **Notice:** For each meeting of the Officers, the meeting agenda shall be posted for the public in a designated place no less than twenty-four (24) hours before the commencement of the said meeting per the Colorado Open Meetings Law. The LJURA members shall, at the first meeting of the calendar year, determine the method and place of public notice postings.
- J. **Public Participation:** Meeting agendas shall include a designated time for public comments, not including comments on those items scheduled for a public hearing. All public comments must be made during the public comment segment of the agenda. Public attendees shall sit in the audience unless asked to sit with the LJURA members during their comments. The LJURA members may identify time limits for public comments at their discretion.

- K. Remote or Virtual Participation in Meetings: Remote or virtual participation by LJURA members via telephone, internet, or other remote contemporaneous communication technology is permitted for an LJURA meeting. Any member of LJURA who wishes to participate in a meeting by remote communication shall give as much advanced notice as possible.
- L. Removal: The presiding Officer shall have the power to cause persons to be removed from a regular meeting, special meeting, working meeting, or a committee meeting, in order to maintain order and public safety during the meeting.

Section 2. Quorum, Voting, and Decision-Making.

- A. Quorum: A majority of the LJURA members shall constitute a quorum.
- B. Voting: A simple majority vote of the members present where a quorum is established shall be the action of the LJURA.
- C. Decision-Making: Decisions of LJURA shall be approved by a majority of the members present at the meeting based on the Quorum standards defined within these bylaws. Any member may make a motion, which must be seconded for further consideration. All voting on motions shall be by roll-call or voice vote.

Section 3. Conduct.

The authority of the LJURA comes from the entire group of members, not a single member alone. Thus, decisions are in the nature of a consensus formalized by a simple majority vote.

**ARTICLE X.
FINANCES**

Section 1. Finances.

The City of La Junta will administer and provide oversight of LJURA finances.

**ARTICLE XI.
ADMINISTRATION**

Section 1. Administration.

LJURA will be administered by the non-voting Director of La Junta Urban Renewal. The director's duties are the daily supervision of LJURA, legal counsel contact, provision of training and support materials, advice and direction, and programming. This position is supervised and reports directly to the Chair of the LJURA and La Junta City Manager annually and as needed. The director is permitted to spend LJURA monies when such conduct is related to LJURA business, such as insurance, supplies, conferences, education, etc., so long as the business is a budget line item. Programmatic funding must be pre-approved by a vote of the members.

**ARTICLE XII.
COMMITTEES**

Section 1. Committees.

From time to time, the Chair may create either standing or ad hoc committees as deemed appropriate for special study or review unless otherwise directed by a majority of the LJURA members; and the Chair shall appoint all standing or ad hoc committee members. Upon completion of the duties of any ad hoc committee, the committee shall be deemed to be automatically disbanded. The Chair may also disband any standing or ad hoc committees unless otherwise directed by a majority LJURA members. At its first meeting, each committee shall elect its chair which shall be from among LJURA members.

**ARTICLE XIII.
COMMITMENT TO THE PUBLIC**

Section 1. Commitment to the Public.

LJURA members' commitment to the public shall be demonstrated by adherence to all Colorado laws, rules, and regulations regarding the conduct of public officials.

Section 2. Communications Among Members.

LJURA members shall adhere to all Colorado laws, rules, and regulations governing government communications.

Section 3. Communications Outside the LJURA.

LJURA may adopt separate policies regarding communications outside LJURA consistent with these Bylaws. City Council approval not required according to § 31-25-105(1)(a).

**ARTICLE XIV.
AMENDMENTS TO BYLAWS**

Section 1. Amendments.

These Bylaws may be amended from time to time by an affirmative vote of a simple majority of LJURA members at any formal LJURA meeting.

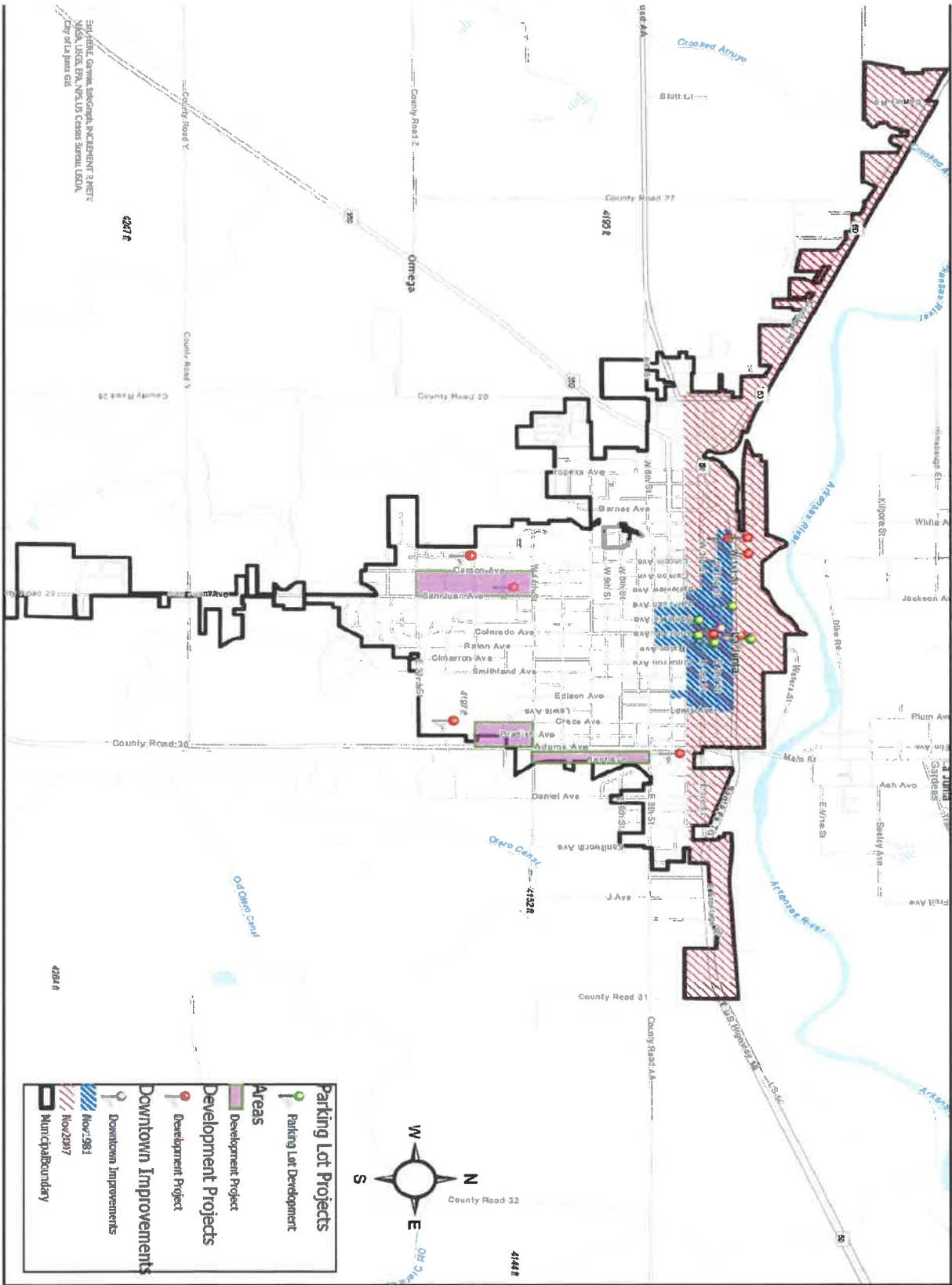
Approved on:

Date: _____

By: _____
Chair
Nancy Bennett

By: _____
Mayor
Joseph Ayala

Attachment 1



City Manager Comments

- **Fire Stage 1 fire restrictions**
- **We have submitted an application for a 404 permit from the Corp of Engineers for Brick and Tile project.**
- **We will be crack filling on the east side of town.**
- **The senior trip to Mackinac Island is full.**
- **Trimming trees around potter park and finishing removing 5 trees in City Park**
- **915 Grace was burned due to homeless. We have the rights to demolish**
- **Repaired a storm sewer lateral at 5th and Cimarron 10 feet deep.**
- **In February, Fire Dept. is hosting a ice rescue class at City Park pond**
- **We have to rights to demolish the Gibson building and 1010 Raton.**
- **The plumbers have started working on the bathroom at Brick and Tile park.**
- **Placing new street signs along 3rd and 5th st., then we will replace Smithland, Colo., and Topeka Ave.**
- **K-2 basketball ended 3-6 starts now**
- **Replacing a irrigation main at the cemetery.**