



**ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY  
COMMISSIONERS OF DECEMBER 10, 2019 AT 1:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**DISCLOSURES AND/OR CONFLICT OF INTEREST**

**APPROVAL OR ADJUSTMENTS TO AGENDA**

\* Executive Session - Specific Agenda Topic

**PUBLIC COMMENTS FROM THE FLOOR\***

This is an opportunity during the session for the public to address the Commissioner. Please step up to the podium, **STATE YOUR NAME AND ADDRESS FOR THE RECORD** and keep your comments to 3 minutes (the Board is not required to discuss your comment or make a decision regarding your comment, under this section).

**REPORTS**

**A. Third Quarter 2019 Financial Report Of Archuleta County**

The 2019 Third Quarter financial report of Archuleta County.

Presenter	Larry Walton
Presenter's Title	Finance Director

Documents:

[3RD QRT FINANCIAL - PRESENTATION.PDF](#)  
[3RD QRT FINANCIAL REPORT.PDF](#)

**LIQUOR BOARD**

**A. Consideration And Approval Of A Transfer Of Ownership Of The Hotel &  
Restaurant Liquor License For Gustoso Ristorante Italiano**

This is an application for a transfer of ownership of the Hotel & Restaurant Liquor License from Marconi's Family Restaurant to Gustoso Ristorante Italiano located at 117 Navajo Trail Dr. #D in Pagosa Springs, Colorado. The application is complete and the proper fees have been submitted. The Sheriff's Office has completed their background check and the Building Department has inspected the premises for changes. The financial impact to the County is the fees paid per the County Fee Schedule and staff recommends approval of the transfer of ownership of the Hotel & Restaurant Liquor License for Gustoso Ristorante Italiano.

Presentor Mary Helminski  
Presentor's Title Executive Assistant/Paralegal

Documents:

[GUSTOSO RISTORANTE TRANSFER OF OWNERSHIP.PDF](#)

**B. Consideration & Approval Of A Ninety (90) Day Temporary Liquor Permit For Gustoso Ristorante Italiano**

This is a request for a ninety (90) day temporary Hotel and Restaurant liquor permit for Gustoso Ristorante Italiano located at 117 Navajo Trail Drive #D in Pagosa Springs, Colorado. A temporary permit will allow the restaurant to serve alcohol while waiting for the state to process their permanent license application.

This application is complete and the proper fees have been submitted. The Building and Sheriff's Departments have completed the applicable inspections and background checks. There is no financial impact to the County and staff recommends approval of this ninety (90) day temporary liquor permit to Gustoso Ristorante Italiano.

Presentor Mary Helminski  
Presentor's Title Executive Assistant/Paralegal

Documents:

[GUSTOSO RISTORANTE TRANSFER OF OWNERSHIP.PDF](#)

**CONSENT AGENDA BY BOCC/LIQUOR BOARD**

**A. Consideration And Approval Of A Hotel & Restaurant Liquor License Renewal For Boss Hoggs Of Pagosa, LLC Dba Boss Hoggs Restaurant & Saloon**

This is a renewal of a Hotel & Restaurant Liquor License for Boss Hoggs of Pagosa Springs, LLC dba Boss Hoggs Restaurant & Saloon located at 1157 Navajo Trail Dr. in Pagosa Springs, Colorado. The application is complete and the proper fees have been submitted. The Sheriff's Office has completed their background check and the Building Department has inspected the premises for changes. The financial impact to the County is the fees paid per the County Fee Schedule and staff recommends approval of this renewal.

Documents:

[BOSS HOGGS RENEWAL 2020.PDF](#)

**B. Consideration And Approval Of A Hotel & Restaurant Liquor License Renewal For Chimney Rock Restaurant And Tavern, LLC**

This is a renewal of a Hotel & Restaurant Liquor License for Chimney Rock Restaurant and Tavern, LLC dba Chimney Rock Restaurant and Tavern located at 18710 W. Hwy 160 in Bayfield, Colorado. The application is complete and the proper fees have been submitted. The Sheriff's Office has completed their background check and the Building Department has inspected the premises for changes. The financial impact to the County is the fees paid per the County Fee Schedule and staff recommends approval of this renewal application.

Documents:

[CHIMNEY ROCK RESTAURANT AND TAVERN RENEWAL 2020.PDF](#)

## **CONSENT AGENDA**

### **A. PAYROLL, PAYABLE WARRANTS AND PURCHASE CARDS**

**Ratification of November 20, 2019 - December 3, 2019**

### **B. REGULAR MEETING MINUTES**

#### **Regular Meeting Minutes 11/12/2019**

Draft of the Regular Meeting Minutes from November 12, 2019 for approval.

Documents:

[11-12-19R.PDF](#)

#### **Regular Meeting Minutes 11/19/2019**

Draft of the Regular Meeting Minutes from November 19, 2019 for approval.

Documents:

[11-19-19R.PDF](#)

### **C. Consideration Of Resolution 2019 - \_\_\_\_ Affirming Legal Lot Status For Mason Lee Carpenter**

Affirm the Certificate of Designation of Legal Lot Status of property owned by Mason Lee Carpenter (IDP19-257), an approximate 1.22 acre tract of land being a portion of Section 8, Township 36N, Range 1W, N.M.P.M., also known by street and number as 189 County Road 166, Pagosa Springs, CO 81147. No fiscal impact is expected.

Documents:

[IDP - CARPENTER.PDF](#)

### **D. Consideration Of Resolution 2019 - \_\_\_\_ Affirming Legal Lot Status For Peter G. Prina And Mina R. Prina And The Knudsen Revocable Living Trust UTA Dates January 19, 1996 And Trust A (Marital Deduction Trust) Under The Knudsen Revocable Living Trust UTA Dated January 16, 1996**

Affirm the Certificate of Designation of Legal Lot Status of property owned by Peter G. Prina and Mina R. Prina and The Knudsen Revocable Living Trust UTA Dates January 19, 1996 And Trust A (Marital Deduction Trust) Under The Knudsen Revocable Living Trust UTA Dated January 16, 1996 (IDP19-257), an approximate 7.72 acre tract of land being a portion of Section 28, Township 34N, Range 1W, N.M.P.M., also known by street and number as X Alamosa Place, Pagosa Springs, CO 81147. No fiscal impact is expected.

Documents:

[IDP - PRINA.PDF](#)

### **E. Consideration And Approval Of 2020 EMPG Annual Application**

EMPG is the primary source of federal funding directed to state, local and tribal governments to support all-hazards emergency management programs through personnel, planning, training

and exercises.

Today's request is for a signature approving the annual application process.

Documents:

[2020 EMPG-LEMS ANNUAL PROGRAM PAPER.DOC](#)

**F. Consideration And Approval Of The 2020 5311 CDOT Grant For Operating And Administrative Costs**

This is a reimbursement grant for the cost of running the Transportation Department.

Documents:

[CDOT GRANT AWARD LETTER.PDF](#)

**G. Consideration And Approval Of Ground Lease Agreement For Hangar 500B**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Mark Grosse would be effective January 1, 2020 for a period of twenty-five years for Hangar 500B. The financial impact to the County is the rent paid of \$882.00, adjusted annually for CPI increases. Staff recommends approval of this Ground Lease Agreement.

Documents:

[GROUND LEASE AGREEMENT HANGAR 500B.PDF](#)

**H. Consideration And Approval Of Ground Lease Agreement For Hangar 500D**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Calvin J. Hammack Jr. Trust dated October 27, 1998 and Ilene J. Hammack Trust Dated October 27, 1988 as Tenants in Common would be effective January 1, 2020 for a period of twenty-five years for Hangar 500D. The financial impact to the County is the rent paid of \$1,800, adjusted annually for CPI increases. Staff recommends approval of this Ground Lease Agreement.

Documents:

[HANGAR GROUND LEASE AGREEMENT 500D.PDF](#)

**I. Consideration And Approval Of Ground Lease Agreement For Hangar 500M**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Williams Family Trust would be effective January 1, 2020 for a period of twenty-five years for Hangar 500M. The financial impact to the County is the rent paid of \$1,000, adjusted annually for CPI increases. Staff recommends approval of this Ground Lease Agreement.

Documents:

[HANGAR GROUND LEASE AGREEMENT 500M.PDF](#)

**NEW BUSINESS**

**A. Consideration And Approval Of A Professional Service Contract For Auditing Services**

On October 14, 2019, the Finance Department issued an RFP No. 4150-19-001 inviting qualified firms to submit proposals to become the County's next audit firm, specifically to audit the financial statements for the next three fiscal years (2019, 2020 and 2021), with an option to extend for two additional fiscal years (2022 and 2023).

On or before the Nov. 4, 2019 submission deadline, the County received five proposals. These were evaluated by a committee consisting of Natalie Woodruff (County Assessor), Cheryl Wilmer (DHS Accountant, and former State Auditor) and Larry Walton (Finance Director), then scored and ranked as follows:

1. 730 Points: Hinkle & Company
2. 650 Points: HintonBurdick
3. 565 Points: Carr, Riggs & Ingram
4. 545 Points: Wall Smith & Bateman
5. 395 Points: Moss Adams

The committee is unanimous in their recommendation of Hinkel & Company. Sufficient funds are included in the draft 2020 budget to cover their proposed fees.

Presenter	Larry Walton
Presenter's Title	Finance Director

Documents:

[4150 2019-2021 AUDIT SERVICES - RFP.PDF](#)  
[4150 2019-2021 AUDIT SERVICES - CONTRACT - HINKLE.PDF](#)

## **PUBLIC COMMENTS FROM THE FLOOR**

This is an opportunity during the session for the public to address the Commissioners on a subject not covered on the agenda. Please step up to the podium, **STATE YOUR NAME AND ADDRESS FOR THE RECORD** and keep your comments to 3 minutes (**the Board is not required to discuss your comment or make a decision regarding your comment, under this section**).

## **COMMISSIONER COMMENTS**

## **EXECUTIVE SESSION**

Pursuant to C.R.S. 24-6-402(4): The Board reserves the right to meet in executive session for any purposes allowed and announced prior to voting to enter into executive session.

## **ADJOURNMENT OF THE REGULAR BOCC MEETING**

All meetings to be held in the Archuleta County Administration Offices  
398 Lewis Street, unless otherwise stated.  
All Regular and Special BoCC Meetings are recorded.