



**ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

Meetings are conducted in person at the Administration Building located at 398 Lewis Street. Whenever possible, meetings will be broadcast online via Zoom, which can be accessed from a computer or phone with internet access. The County does not and cannot guarantee internet service or **online broadcasting. Remote attendance is at the risk of the attendee as public meetings will continue in person regardless of the County's broadcast capability. View the Zoom Meeting at [https://zoom.us/j/91609048375?](https://zoom.us/j/91609048375?pwd=dIFFVOJ1cGVKa1NHWHFsa2taeGxtZz09) Meeting ID 916 0904 8375 - Passcode 4141885**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF JANUARY 17, 2023 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

**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.

**PUBLIC COMMENTS FROM THE FLOOR**

This is an opportunity during the session for the public to address the Commissioners. Please complete the Public Comment Request Form and submit to an Administrative Staff member prior to the beginning of the meeting. Please keep your comments to three (3) minutes. The Board is not required to discuss or reply to your comment.

Documents:

[PUBLIC COMMENT REQUEST FORM.PDF](#)

**NEW BUSINESS**

**A. Consideration And Designation Of The Chairman And Vice Chairman Of The Board Of County Commissioners Pursuant To C.R.S. 30-10-307**

Pursuant to C.R.S. 30-10-307, the Board of County Commissioners (the "Board") is required to reorganize and choose one member as the Chairman. In the event of the Chairman's absence, the Board shall also choose a member as the Vice-Chair.

Presenter Derek Woodman  
Presenter's Title County Manager

## REPORTS

### A. Archuleta County Human Services 4th Quarter Report

Each quarter the Department of Human Services provides a report including statistical and performance measure information for a number of our high-level programs. The attached report includes information from the fourth quarter (October, November and December 2022).

Presenter Isabel Vita  
Presenter's Title Director Department of Human Services

Documents:

[ACDHS 4TH QUARTER REPORT 2022.PDF](#)

## LIQUOR BOARD

### A. Consideration Of A Special Events Permit For Skis And Saddles Pagosa Country

This is an application for a Special Events Permit for Skis and Saddles Pagosa Country to sell Malt, Vinous and Spirituous Liquor at the Archuleta County Fairgrounds located at 344 US Hwy 84, Pagosa Springs, CO 81147 for the Skis and Saddles Skijor Event on January 21st and 22nd, 2023. The Sheriff has been notified of this event. The proper fees were collected and the premises was posted for the required ten (10) days prior to today's hearing. The Financial impact to the County is the fees paid per the County Fee schedule and Staff recommends approval of this Special Events Permit.

Presenter Jamie Jones  
Presenter's Title Administrative Assistant

Documents:

[SKIS AND SADDLES SKIJOR 2023 APPLICATION - FOR BOCC AGENDA.PDF](#)

### B. Consideration Of A Special Events Permit For The Pagosa Springs Chamber Of Commerce

This is an application for a Special Events Permit for the Pagosa Springs Chamber of Commerce to sell Malt, Vinous and Spirituous Liquor at the PLPOA Clubhouse located at 230 Port Ave. Pagosa Springs, CO 81147 for the Annual Chamber of Commerce Meeting on February 8th, 2023. The Sheriff has been notified of this event. The proper fees were collected and the premises was posted for the required ten (10) days prior to today's hearing. The financial impact to the County is the fees paid per the County Fee schedule and Staff recommends approval of this Special Events Permit.

Presenter Jamie Jones

Presenter's Title      Administrative Assistant

Documents:

[CHAMBER OF COMMERCE ANNUAL MEETING 2023 APPLICATION - FOR BOCC AGENDA.PDF](#)

## **CONSENT AGENDA BY BOCC/LIQUOR BOARD**

### **A. Consideration And Approval Of A Hotel And Restaurant Liquor License Renewal For MAS Events, LLC Dba Keyah Grande Guest Lounge**

This is a renewal of a Hotel and Restaurant liquor license for MAS Events, LLC dba Keyah Grande Guest Lounge located at 13211 W. Highway 160 in Pagosa Springs, Colorado. This renewal includes no changes. The application is complete and the proper fees have been paid. The Sheriff's Office and the County Building Department have completed their inspections and found no issues. The financial impact to the County is the fees paid per the County Fee Schedule and staff recommends approval of this liquor license renewal. Responsible Staff: Mary Helminski, Liquor Licensing Agent.

Documents:

[KEYAH GRANDE RENEWAL.PDF](#)

## **CONSENT AGENDA**

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

**January 4, 2023 - January 17, 2023**

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

**Regular Meeting Minutes 01/03/2023**

Draft of the Regular Meeting Minutes from January 3, 2023 for approval.

Documents:

[01-03-2023R.PDF](#)

### **C. Consideration And Approval Of A Ground Lease Agreement For Hangar 511-F**

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Scott Carson would be effective on December 1, 2022 for a period of twenty-five years for Hangar 511-F. The financial impact to the County is the annual rent paid of \$1,560.00, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff: Chris Torres, Airport Manager.

Documents:

[GROUND LEASE AGREEMENT 511F.PDF](#)

### **D. Consideration Of Resolution 2023-\_\_\_\_ To Consolidate 2 Lots Into 1 Lot In Rio Blanco Valley Subdivision 4 Owned By Debby Parks And Diane Gurule**

This request it to consider a Resolution authorizing the consolidation of Lots 2 and 3 of Rio Blanco Valley Subdivision 4, to become Lot 3X, owned by Debby Parks and Diane Gurule. The impact to the county budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in

property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff: Pamela Flowers, Development Director.

Documents:

[LOT CONSOLIDATION RESOLUTION PARKS PLN22-182.PDF](#)

**E. Consideration Of Resolution 2023-\_\_\_\_ To Consolidate 2 Lots Into 1 Lot In San Juan River Resort Unit No. 1 Owned By Aaron And An Ngo-Huang And Anh Dang And David Grosshans**

This request it to consider a corrected Resolution authorizing the consolidation of Lots 58 and 59 of San Juan River Resort Unit No. 1, to become Lot 58X, owned by Aaron and An Ngo-Huang, and Anh Dang and David Grosshans. The impact to the county budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff: Pamela Flowers, Development Director.

Documents:

[CORRECTED HUANG RESOLUTION.PDF](#)

**F. Consideration Of Resolution 2023-\_\_\_\_ To Consolidate 5 Lots Into 1 Lot In Aspen Springs Subdivision 4 Owned By Daniel K And Juanalee Park**

This request it to consider a corrected Resolution authorizing the consolidation of Lots 3, 4, 13-16, 23 and 24 of Aspen Springs Subdivision Unit 1, to become Lot 4X, Block 8, owned by Daniel K. and Juanalee Park. The impact to the county budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff: Pamela Flowers, Development Director.

Documents:

[PARK RESOLUTION\\_CORRECTION.DOCX](#)

**G. Consideration And Approval Of An Underground Utility Easement**

This Underground Utility Easement between La Plata Electric Association, Inc. and Archuleta County is for a perpetual easement for the distribution of electricity under Cloman Blvd. to connect to the Verizon cell tower location. Staff recommends approval of this Easement. Responsible Staff: Todd Weaver, County Attorney.

Documents:

[LPEA UTILITY EASEMENT.PDF](#)

**H. Ratification Of The Vice-Chairman's Signature On A Letter To CCI Requesting Amicus Briefs**

This letter to Colorado Counties, Inc. requests their assistance in obtaining amicus briefs from other Colorado Counties. The Vice-Chairman signed this letter on January 13, 2023.

Documents:

[CCI LETTER FOR AMICUS BRIEF.PDF](#)

## NEW BUSINESS

### A. Consideration Of Designating Board And Committee Appointments For 2023

The Board of County Commissioners have appointments on various Boards and Committees for local and regional organizations. They may appoint other members of the community or staff in their place.

Presenter Derek Woodman  
Presenter's Title County Manager

Documents:

[2023 COMMISSIONERS BOARDS AND COMMITTEES - BLANK.PDF](#)  
[2022 COMMISSIONERS BOARDS AND COMMITTEES - FINAL.PDF](#)

### B. Consideration And Designation Of CCI 2023 Steering Committee Proxy

In the past, the Board of County Commissioners (the "Board") has designated the Director of the County's Department of Human Services as proxy for the CCI Health and Human Services Steering Committee. This proxy form designates Director Isabel Vita as the Board's proxy for this committee.

Presenter Derek Woodman  
Presenter's Title County Manager

Documents:

[CCI PROXY.PDF](#)

### C. Consideration Of Resolution 2023-\_\_\_\_\_ Requesting The Adjustment Of Archuleta County's Category/Subcategory For Fixing Salaries Of County Officers

This resolution is to request that the Colorado General Assembly change Archuleta County from a classification of III-B to a classification of Category III-A for the purposes of establishing salaries for all Archuleta County elected officials. Any increase would not be effective until a new term of office begins.

Presenter Derek Woodman  
Presenter's Title County Manager

Documents:

[RESOLUTION 2023-\\_\\_\\_\\_\\_ - ESTABLISHING NEW CATEGORY FOR COUNTY OFFICIALS\\_FINAL.PDF](#)

### D. Consideration Of Resolution 2023-\_\_\_\_\_ Overruling The Town's Planning Commission's Disapproval Of The County's Variance Application To Waive The Requirement To Install Screening On The Roof Of The Archuleta County Justice Center

On January 10, 2023, the Planning Commission for the Town of Pagosa Springs denied a variance application submitted by the County regarding the Archuleta County Justice Center. This resolution, if adopted and approved, overrules the denial of the County's variance application by the Town's Planning Commission.

Presenter                    Todd Weaver  
Presenter's Title         County Attorney

Documents:

[RESOLUTION 2023 OVERRULING TOWN PLANNING COMMISSION.PDF](#)

## **EXECUTIVE SESSION**

### **A. Executive Session**

Pursuant to C.R.S. 24-6-402(4), upon the affirmative vote of two-thirds of the quorum present, the Archuleta County Board of County Commissioners will hold an executive session pursuant to C.R.S. 24-6-402(4)(f) to discuss personnel matters related to the organizational structure of the Department of Human Services, the Finance Department and the Human Resources Department, and pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice on specific legal questions regarding the same.

Presenter  
Presenter's Title

## **COMMISSIONER COMMENTS**

## **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.