



**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?pwd=dIFFV0J1cGVKa1NHWHFsa2taeGxtZz09> - Meeting ID 916 0904 8375 - Passcode 4141885

CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF JUNE 21, 2022 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](#)

ABATEMENT HEARING

A. Petition For Abatement Or Refund Of Taxes - Tammy M. Reid

Owner Tammy M. Reid of 828 Dichoso Street has petitioned for Abatement or Refund of her 2021 taxes for Account R012288. Petitioner estimates the value of the parcel at \$85,000 as opposed to the Assessor's valuation of \$107,720.

Presentor Johanna Tully-Elliott
Presentor's Title County Assessor

Documents:

[ABATEMENT - REID.PDF](#)

LIQUOR BOARD

A. Considerations Of A Special Events Permit For The Red Ryder Rodeo

This is an application for a Special Events Permit for Our Savior Lutheran Church of Pagosa Springs, CO to sell Fermented Malt Beverage at the Western Heritage Event Center, 344 Highway 84 Pagosa Springs, CO 81147 for the Red Ryder Rodeo on July 2nd, 3rd and 4th, 2022. 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.

Presentor Jamie Jones
Presentor's Title Administrative Assistant

Documents:

[APPLICATION RED RYDER 2022 - AGENDA 6-21-22.PDF](#)

CONSENT AGENDA BY BOCC/LIQUOR BOARD

A. Consideration And Approval Of A Tavern License Renewal For San Marcial Holdings LLC Dba Lone Wolf Bar & Grill

This is a renewal of a Tavern liquor license for San Marcial Holdings, LLC dba Lone Wolf Bar & Grill, located at 20 Sunset Trail, Lot 32, Block 4 in Arboles, 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:

[LONE WOLF BAR LICENSE RENEWAL.PDF](#)

B. Consideration And Approval Of A Liquor Store License Renewal For David C. Olsen Dba Turkey Springs Trading Post

This is a renewal of a Liquor Store license for David C. Olsen dba Turkey Springs Trading Post, located at 11497 W. Hwy 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:

[TURKEY SPRINGS TRADING POST LICENSE RENEWAL.PDF](#)

C. Consideration And Approval Of A Lodging & Entertainment License Renewal

For Ghost Pines Properties LLC Db a Tennyson Building Event Center

This is a renewal of a Lodging & Entertainment liquor license for Ghost Pines Properties, LLC dba Tennyson Building Event Center, located at 197 Navajo Trail 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:

[TENNYSON EVENT CENTER LICENSE RENEWAL.PDF](#)

CONSENT AGENDA

A. PAYABLE WARRANTS AND PURCHASE CARDS

June 8, 2022 - June 21, 2022

B. REGULAR MEETING MINUTES

Regular Meeting Minutes 06/07/2022

Draft of the Regular Meeting Minutes from June 7, 2022 for approval.

Documents:

[06-07-2022R.PDF](#)

C. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Amended Aspen Springs Subdivision No. 6, Owned By Maura Woodwell

This request is to consider a Resolution authorizing the consolidation of Lots 439 and 440, in Amended Aspen Springs Subdivision No. 6, to become Lot 440X, owned by Maura Woodwell. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[WOODWELL RESOLUTION.PDF](#)

D. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Block 16 Of Aspen Springs Subdivision No 3, Owned By Shanta Tucker And Zhena

This request is to consider a Resolution authorizing the consolidation of Lots 1 and 2, in Block 16 of Aspen Springs Subdivision No. 3, to become Lot 1X, owned by Shanta Tucker and Zhena. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[ZHENA 1-2 RESOLUTION.PDF](#)

E. Consideration Of Resolution 2022-_____ To Consolidate 3 Lots Into 1 Lot In Block 10 Of Aspen Springs Subdivision No. 3, Owned By Shanta Tucker And Zhena

This request is to consider a Resolution authorizing the consolidation of Lots 15, 16, and 17, in Block 10 of Aspen Springs Subdivision No. 3, to become Lot 16X, owned by Shana Tucker and Zhenia. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[ZHENA 15, 16, 17 RESOLUTION.PDF](#)

F. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Holiday Acres Subdivision, Owned By Mark Delaney

This request is to consider a Resolution authorizing the consolidation of Lots 8 and 10X, in Holiday Acres Subdivision, to become Lot 10XX, owned by Mark Delaney. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[DELANEY RESOLUTION.PDF](#)

G. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Pagosa Vista, Owned By Mary Christine Marin And Mary Jane Conger.

This request is to consider a Resolution authorizing the consolidation of Lots 311 and 312, in Pagosa Vista, to become Lot 312X, owned by Mary Christine Marin and Mary Jane Conger. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[MARIN RESOLUTION.PDF](#)

H. Consideration Of Resolution 2022-_____ To Consolidate 3 Lots Into 1 Lot Wildflower, Owned By Steve And Laurie Taub

This request is to consider a Resolution authorizing the consolidation of Lots 13, 14, and 15, in Wildflower Subdivision, to become Lot 14X, owned by Laurie and Steve Taub. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

[TAUB RESOLUTION.PDF](#)

I. Consideration Of Resolution 2022-_____ To Consolidate 3 Lots Into 1 Lot In The Ranch Community, Owned By Jean And Sydney Landreneau

This request is to consider a Resolution authorizing the consolidation of Lots 77, 78, and 79, in The Ranch Community, to become Lot 79X, owned by Jean W. and Sydney C. Landreneau. This consolidation has been reviewed and is recommended for approval by the Development Services Director. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes. Responsible Staff Member: Brandon Wolff, Planner.

Documents:

J. Consideration And Approval Of Amendment To Contract For ACDHS Legal Services

The County DHS Department and Rachel Brock entered into a Public Contract for Services on June 9, 2021, and it has become necessary to amend Section 4, bullet point 7 of the Contract to increase the contract amount to not exceed \$73,959.00. Staff recommends approval of this Contract Amendment. Responsible Staff: Isabel Vita, Director of Human Services.

Presenter
Presenter's Title

Documents:

[AMENDMENT TO CONTRACT - BROCK.PDF](#)

K. Consideration And Approval Of Annual Contracts For County Department Of Human Services (Multiple Vendors)

The County DHS Department desires to engage various contractors to render certain professional services and assistance. Contract conditions, scope and terms are indicated in each separate contract. The contractors are: Aspire, Rise Above Violence, Southern Colorado Community Action Agency/The Training Advantage, La Plata County Family Center Coalition, Ross Aragon Community Center/Town of Pagosa Springs, CSU Extension Office, La Plata County Family Center, Archuleta School District 50 JT and Rachel Brock, Esq. Staff recommends approval of each of these contracts. Responsible Staff: Isabel Vita, Director of Human Services.

Presenter
Presenter's Title

Documents:

[ASPIRE CONTRACT.PDF](#)
[RISE ABOVE VIOLENCE CONTRACT.PDF](#)
[TRAINING ADVANTAGE CONTRACT.PDF](#)
[LAPLATA FAMILY CENTER CONTRACT.PDF](#)
[ROSS ARAGON COMMUNITY CENTER CONTRACT.PDF](#)
[CSU EXTENSION OFFICE CONTRACT.PDF](#)
[LAPLATA FAMILY CENTER CONTRACT 2.PDF](#)
[SCHOOL DISTRICT 50JT CONTRACT.PDF](#)
[RACHEL BROCK CONTRACT.PDF](#)

L. Consideration And Approval Of Memorandum Of Understanding With Colorado Department Of Human Services For Colorado Works Program

C.R.S. 26-2-715 requires the Department of Human Services and Colorado counties to enter into an annual performance contract with each county to identify its duties and responsibilities in implementing the Colorado Works program. This annual performance contract is in the form of a Memorandum of Understanding (MOU) which is jointly signed by each county's Board of County Commissioners and the Department's Executive Director. Staff recommends approval of this MOU. Responsible Staff: Isabel Vita, Director of Human Services.

Presenter
Presenter's Title

Documents:

[TANF MEMORANDUM OF UNDERSTANDING.PDF](#)

M. Consideration And Approval Of Memorandum Of Understanding With Colorado Department Of Early Childhood

C.R.S. 26.5-4-115 requires the Department of Human Services and Colorado counties to enter into an annual performance contract with each county to identify its duties and responsibilities in implementing the Colorado Child Care Assistance program. This annual performance contract is in the form of a Memorandum of Understanding (MOU) which is jointly signed by each county's Board of County Commissioners and the Department's Executive Director. Staff recommends approval of this MOU. Responsible Staff: Isabel Vita, Director of Human Services.

Presenter

Presenter's Title

Documents:

[CCCAP MOU AND MEMO \(1\).PDF](#)

N. Ratification Of The Chairman's Signature On A Notice Of Non-Renewal Of MUNIREVS, Inc. Service Agreement

This letter serves as notice of non-renewal of the Master Subscription Service Agreement with MUNIREVS, Inc. The Chairman signed this letter on June 15, 2022.

Documents:

[MUNIREVS.PDF](#)

OLD BUSINESS

A. Consideration And Approval Of Resolution 2022-____ Approving The Archuleta County Fee Schedule

Pursuant to C.R.S. 30-11-108, the Board of County Commissioners are charged with establishing fees charged for county services. This resolution updates certain fees. Suggested amendments or additions to the fee schedule are attached and highlighted in yellow to ensure transparency in how the county represents changing fees.

Presenter

Derek Woodman

Presenter's Title

County Manager

Documents:

[RESOLUTION 2022-____ AMENDING COUNTY FEES.PDF](#)

[FEE SCHEDULE JUNE 2022 \(2\) - HIGHLIGHTED TO SHOW CHANGES.PDF](#)

NEW BUSINESS

A. Consideration And Approval Of Reimbursement For Trenching & Backfilling In Chris Mountain Village

This agenda item is for the approval of a disbursement in the amount of \$10,563.75 from the Fairfield Settlement Fund to reimburse Blake Harper for trenching and backfilling electrical service for four lots in

Chris Mountain Village 2.

Presenter Todd Weaver
Presenter's Title County Attorney

Documents:

[HARPER CMV2.PDF](#)

B. Consideration And Approval Of Public Hearing/Meeting Rules For Board Of County Commissioner Meetings

This policy provides rules of decorum to be followed by all persons attending Board of County Commissioners public hearings and meetings.

Presenter Todd Weaver
Presenter's Title County Attorney

Documents:

[RULES OF DECORUM.PDF](#)

C. Consideration And Approval Of 6 Applications For Treasurer Deeds

At the April 5, 2022 work session, the Board was given a proposal for putting certain county-held lien properties through the process of Treasurer's Deed and quiet title in order to auction the parcels to the highest bidder. Phase III of the proposal was for six properties in the Trails subdivision. The first step in the process is to apply for the Treasurer's Deed.

Presenter Todd Weaver
Presenter's Title County Attorney

Documents:

[TREASURERS DEEDS PHASE III.PDF](#)

D. Consideration And Approval Of New Market Adjusted Pay Scale And New Market Adjusted Pay Rates

At the June 14th work session, the Board of County Commissioners was presented with the results of a Market Survey done by an outside survey group. The results of the survey indicated that Archuleta County was well under-market of pay in several positions. This agenda item seeks to adjust the pay scale to bring the positions up to a more equitable amount as well as correcting certain positions' pay rate for the remainder of 2022 and beyond. Staff suggests the adjustments become effective August 1st.

Presenter Tina Woodman
Presenter's Title Human Resources Administrator

Documents:

[ADJUSTED PAY SCALE.PDF](#)

E. Consideration Of Resolution 2022-_____ Revising The Personnel Policy And Procedures Handbook For County Employees

This resolution revises Section 400 of the County Personnel Policy and Procedures Handbook to provide a new policy for Paid Time Off (PTO).

Presenter	Tina Woodman
Presenter's Title	Human Resources Administrator

Documents:

[RESOLUTION 2022-___ AMENDING THE EMPLOYEE HANDBOOK.DOCX](#)

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.

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.