



**ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY  
COMMISSIONERS OF AUGUST 20, 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. Upper San Juan Health Service District Update**

Presenter                      Dr. Rhonda Webb and Diane Levison

**BOARD OF ADJUSTMENT HEARING**

**A. BOA-Bykota REI Request For Integrity Industrial Building Parking Variance,  
Parcel 2Z2 Ridgeview Sub Amendment 2017-01, 543 Navajo Trail**

Chris Smith, Integrity Industrial Park LLC, has applied for Variance from the Archuleta County Land Use Regulations for the proposed Integrity Industrial Building, on Parcel 2Z2 Ridgeview Subdivision Amendment 2017-01, at 543 Navajo Trail Dr., Pagosa Springs, owned by Bykota REI, LLC, and zoned Planned Unit Development (PUD). Applicant is requesting variance from Parking Lot Landscaping (Sec. 5.4.5.4(5)) requirements for 10% landscaped area in the parking lot, with a minimum of 1 tree (planted in tree islands) for each five parking spaces (PLN19-344).

Presenter                      John Shepard, AICP  
Presenter's Title              Planning Manager

Documents:

[PLN19-344 INTEGRITY\\_PAVING-BOA\\_20190820\\_STAFFREPORT.PDF](#)  
[A1-PLN19-299\\_344 AREAMAPS.PDF](#)  
[A2-REVIEWS.PDF](#)

## CONSENT AGENDA BY BOCC/LIQUOR BOARD

### A. Consideration And Approval Of A Hotel And Restaurant Liquor License Renewal For The Buck Stops Here, LLC DBA The Buck Stops Here Market And Eatery

This is a renewal application of a Hotel and Restaurant Liquor License for The Buck Stops Here LLC dba The Buck Stops Here Market and Eatery located at 19 Navajo Trail Drive, Pagosa Springs, Colorado. This renewal includes no changes. The application is complete and the proper fees have been collected. 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 moves to Approve the Hotel & Restaurant Liquor License for The Buck Stops Here Market & Eatery.

Responsible Staff: Flora Goheen, Planning Technician

<!--[if !supportLineBreakNewLine]-->

<!--[endif]-->

Documents:

[BUCK STOPS HERE 2019 RENEWAL REDATED.PDF](#)

### B. Consideration And Approval Of A Liquor License Renewal For A Bed And Breakfast Permit For Elkwood Manor Pagosa Springs, Inc. Dba Elkwood Manor Bed & Breakfast

This is a renewal of a Bed and Breakfast liquor license permit for Elkwood Manor Pagosa Springs, Inc. Dba Elkwood Manor B&B located at 85 Easy St. Pagosa Springs, Co. This renewal includes no changes. 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 moves to approve this B & B Permit.

Responsible Staff: Flora Goheen, Planning Technician

Documents:

[ELWOOD MANOR 2019 RENEWAL.PDF](#)

## CONSENT AGENDA

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

**August 7, 2019 - August 20, 2019**

### B. REGULAR MEETING MINUTES

**Regular Meeting Minutes 08/06/2019**

Draft of the Regular Meeting Minutes from August 6, 2019 for approval.

Documents:

[08-06-19R.PDF](#)

### C. Resolution 2019- \_\_\_\_ To Consolidate 2 Lots Into 1 Lake Hatcher Park Owned By

## **Kerry And Carol Schilf Revocable Trust**

This request is to consider a Resolution authorizing the consolidation of Lots 14 and 15 Lake Hatcher Park to become Lot 14X owned by Kerry and Carol Schilf Revocable Trust. This consolidation has been reviewed and is recommended for approval by Development Services Planning Technician, Sherrie Vick. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes.

Documents:

[SCHILF LC RESOLUTION 2019.DOC](#)

[SCHILF TITLE WORK.PDF](#)

### **D. Resolution 2019- \_\_\_\_ To Consolidate 2 Lots Into 1 Pagosa Vista Owned By Viki Jo Hart**

This request is to consider a Resolution authorizing the consolidation of Lots 619 and 620 Pagosa Vista to become Lot 620X owned by Viki Jo Hart. This consolidation has been reviewed and is recommended for approval by Development Services Planning Technician, Sherrie Vick. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes.

Documents:

[HART LC RESOLUTION 2019.DOC](#)

[HART TITLE WORK.PDF](#)

### **E. Resolution 2019- \_\_\_\_ To Consolidate 2 Lots Into 1 Lake Hatcher Park Owned By David A. May And Katherine K. May**

This request is to consider a Resolution authorizing the consolidation of Lots 182 and 183 Lake Hatcher Park to become Lot 183X owned by David A. May and Katherine K. May. This consolidation has been reviewed and is recommended for approval by Development Services Planning Technician, Sherrie Vick. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes.

Documents:

[MAY LC RESOLUTION 2019.DOC](#)

[MAY TITLE WORK.PDF](#)

### **F. Resolution 2019- \_\_\_\_ To Consolidate 2 Lots Into 1 Pagosa In The Pines Block 5 Owned By David G. Holle**

This request is to consider a Resolution authorizing the consolidation of Lots 10 and 11 Pagosa in the Pines Block 5 to become Lot 10X owned by David G. Holle. This consolidation has been reviewed and is recommended for approval by Development Services Planning Technician, Sherrie Vick. The impact to the County budget includes fees paid per the County Fee Schedule, generally balanced by reduction in property taxes.

Documents:

[HOLLE LC RESOLUTION 2019.DOC](#)  
[HOLLE TITLE WORK.PDF](#)

**G. Consideration Of Resolution 2019-\_\_\_ Affirming Legal Lot Status For Amstadt**

Affirm Planning Manager's Certificate of Designation of Legal Lot Status of property owned by John Amstadt, an approx. 12.93-acre tract of land being a portion of the NW¼ SW¼ Section 8 T32N R3W, NMPM, at 27368 County Rd 500 (IDP19-139). No net fiscal impact expected.

Documents:

[RESOLUTION\\_AFFIRMING\\_LEGAL\\_LOT\\_STATUS\\_IDP19-139.PDF](#)  
[IDP19-139 CERTIFICATE.PDF](#)

**H. Consideration Of Resolution 2019-\_\_\_ Affirming Legal Lot Status For Baker**

Affirm Planning Manager's Certificate of Designation of Legal Lot Status of property owned by LuAnn Baker, an approx. 12.92-acre tract of land being a portion of the NW¼ SW¼ Section 8 T32N R3W, NMPM, (AS ATTACHED) at 27362 County Rd 500 (IDP19-142). No net fiscal impact expected.

Documents:

[RESOLUTION\\_AFFIRMING\\_LEGAL\\_LOT\\_STATUS\\_IDP19-142.PDF](#)  
[IDP19-142 CERTIFICATE.PDF](#)

**I. Consideration Of Gardner Request For Extension Of SG Western Site Plan Approval**

Sam Gardner has applied for a one-year extension of the SG Western Use by Right Site Plan, at 192 Industrial Cir. Section 2.1.11 of the Archuleta County Land Use Regulations provides that the Board may approve a one-time, one-year extension of this administrative approval, to 4/12/2020. Fiscal impact to the County is offset by the extension application fee. Recommended for approval by John Shepard, AICP, Planning Manager (case file PLN19-375).

Documents:

[PLN19-375 GARDNER\\_EXTENSION\\_REQUEST-LET\\_20190102.PDF](#)

**J. Consideration Of Resolution 2019-\_\_\_ Approving The SJRV Metro District CUP For Lot 10, San Juan River Resort Unit 2**

Request to consider and approve a Resolution stating Findings and Conditions of Approval of the SJRV Metro District Conditional Use Permit (CUP) for Lot 10 (to be re-platted as Lot 184), San Juan River Resort Unit 2, at 578 Alpine Dr. (PLN19-288). CUP approved at public hearing August 6, 2019.

Documents:

[BOCC\\_RESOLUTION\\_2019-\\_\\_SJRV\\_METRO\\_DISTRICT\\_CUP.PDF](#)

**NEW BUSINESS**

**A. Consideration And Approval Of Dispatch Equipment Assessment By Winbourne Consulting LLC**

The Archuleta County Combined Dispatch Center requests approval to enlist Winbourne Consulting LLC to complete an equipment assessment and inventory of all dispatch equipment. The cost for the assessment and inventory is \$8,200 which can be covered in the 2019 allocated funds for professional services.

Presenter                      Kati Harr  
Presenter's Title              Emergency Communications Manager

Documents:

[STAFF REPORT DISPATCH EQUIPMENT ASSESSMENT.PDF](#)  
[EDB-GOALS-OBJECTIVES-020419-DRAFT.PDF](#)  
[ARCHULETA COUNTY CO MCM PROPOSAL 07-22-2019 FINAL.PDF](#)  
[ARCHULETA COUNTY CO SOW FOR DISPATCH CENTER INFRASTRUCTURE ANALYSIS WINBOURNE.PDF](#)

**B. Consideration And Approval Of Intergovernmental Agreement Between Archuleta County And La Plata County For Eligibility Determination And Other Case Management Services**

La Plata County wishes to engage the services of Archuleta County to provide, and Archuleta County wishes to provide eligibility determination services and other case management services for SNAP and Medicaid cases for residents of La Plata County.

Archuleta County shall be compensated by La Plata County for the provision of the Services in Exhibit A as follows: La Plata County shall pay the base pay plus benefits per hour, which will be at the rate of \$30.07 per hour, \$30.03 per hour, \$25.52 per hour, or \$25.29 per hour, depending on the individual staff member's regular compensation for Services rendered by Archuleta County Eligibility Technicians. Hours and compensation provided for Services shall be mutually agreed upon prior to the provision of services by La Plata County and Archuleta County. The cost of services shall not exceed \$3,000.00, unless mutually agreed upon by both parties.

The term of this Agreement shall be for a period of three months, commencing on August 5, 2019 and terminating on October 31, 2019.

Presenter                      Matthew A. Dodson, LCSW  
Presenter's Title              Director, Archuleta County Department of Human Services

Documents:

[IGA BTWN LPC AND AC RE SNAP AND MEDICAID ELIGIBILITY 8.9.19 \(1\).PDF](#)

**C. Consideration And Approval For Public Contract Services For 2019 Roads Resurfaced Project**

Public Works is wanting permission to move forward with Davis Engineering Services for the

2019 Road Resurface Project. A professional Engineer is needed for this project to oversee operations. Staff has reviewed the current On Call List to determine the best available firm. Based upon past experience, familiarity with the project location, and the firm location, staff selected Davis Engineering. Staff requested and received a proposal from Davis Engineering to provide the required services to complete the 2019 Road Resurface Project.

Presenter Robert Perry  
Presenter's Title Public Works Director

Documents:

[20190814111823.PDF](#)

#### **D. 2019 Road Resurface Project With Lithified Technologies**

Public Works Division is asking for the approval to move forward with Lithified Technologies for the resurfacing of Pines Dr., Master Circle and W. Golf. This is a patterned product which cannot be supplied through another source. Public Works is asking for Sole Source for this product. Lithified Technologies is requesting half of the estimate price that was provided at the time of order, which would be \$57,375.00. Staff recommends approval of this Production Request.

Presenter Robert Perry  
Presenter's Title Public Works Director

Documents:

[20190816090932.PDF](#)

[20190816104354.PDF](#)

#### **E. Consideration And Approval Of Intergovernmental Agreements With Participating Agencies For The 2019 Coordinated Election**

Intergovernmental Agreements with Archuleta School District 50JT, Ignacio School District 11JT, and Bayfield School District 10R which filed their Official Notices of Intent to Participate in the 2019 Coordinated Election to be held on November 5, 2019.

Presenter Tomi Bliss  
Presenter's Title Elections Administrator

Documents:

[BAYFIELD SCHOOL DISTRICT 2019 IGA.PDF](#)

[IGNACIO SCHOOL DISTRICT 2019 IGA.PDF](#)

[ARCHULETA SCHOOL DISTRICT 2019 IGA.PDF](#)

#### **F. Consideration And Approval Of Resolution 2019-\_\_\_\_ Revising The Effective Date Of Adoption Of The 2015 Building Codes**

The effective date for adoption of the 2015 building and residential codes was set for September 1, 2019 by Resolution 2019-54. Additional time is required in order to best match the county building codes to the codes adopted by the Town of Pagosa Springs. This resolution revises the effective date to September 9, 2019.

Presenter Todd Weaver

Presenter's Title            County Attorney

Documents:

RESOLUTION 2019-\_\_ REVISING THE EFFECTIVE DATE OF THE 2015 BUILDING CODES  
3RD.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.

### **A. Executive Session**

Pursuant to C.R.S. 24-6-402(4)(a) concerning the purchase, acquisition, lease, transfer or sale of any real, personal or other property interest and pursuant to C.R.S. 24-6-402(4)(b) for the purpose of receiving legal advice in connection with the property located at 85 Harman Park Drive in Pagosa Springs, Colorado to potentially be used as a facility for the County Sheriff's office.

Presenter                    Scott Wall  
Presenter's Title            County Administrator

## **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**

## **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.