



**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 OCTOBER 4, 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](#)

PROCLAMATIONS

A. National 4-H Week

This is a proclamation announcing the week of October 2-8, 2022 as National 4-H Week in Archuleta County, Colorado.

Presenter Becky Jacobson
Presenter's Title 4-H Coordinator

Documents:

[NATIONAL 4-H WEEK 2000.PDF](#)

B. Domestic Violence Awareness Month

This is a proclamation announcing the month of October as Domestic Violence Awareness Month in Archuleta County, Colorado.

Presenter Ashley Wilson
Presenter's Title Rise Above Violence

Documents:

[DOMESTIC VIOLENCE AWARENESS 2022.PDF](#)

CONSENT AGENDA BY BOCC/BOARD OF ADJUSTMENT

A. Consideration And Approval Of Board Of Adjustments Resolution 2022-_____ To Finalize Approval Of Setback Variance On Lot 145 In Aspen Springs Subdivision No. 5 Owned By Sean Downing

This resolution codifies the Approval Decision made by the Board of Adjustments at the September 20, 2022 Public Hearing.

Documents:

[BOA RESOLUTION 2022-XX, DOWNING SETBACK VARIANCE.PDF](#)

B. Consideration And Approval Of Board Of Adjustments Resolution 2022-_____ To Finalize Approval Of Setback Variance On Lot 57X In Rio Blanco Cabin Sites Subdivision No. 1 Owned By Erik Foss

This resolution codifies the Approval Decision made by the Board of Adjustments at the September 6, 2022 Public Hearing.

Documents:

[BOA RESOLUTION 2022-XX, FOSS SETBACK VARIANCE.PDF](#)

LAND USE REGULATION HEARING

A. Public Hearing For PLN22-131 Review And Approve The Jose And Baltazar Gallegos Minor Subdivision Final Plat At 639 County Rd 975

Jose and Baltazar Gallegos, have applied for Approval of (PLN22-131) the Jose and Baltazar Gallegos Minor Subdivision Final Plat. The purpose of this action is to subdivide their approximately 27.84-acre parcel at 639 County Rd 975 into three (3) parcels ranging from 6.96 to 13.92 acres in size to facilitate transfer to their children and grandchildren. The existing parcel is zoned Agricultural Ranching (AR).

Planning Commission voted to recommend approval at their September 28, 2022 Regular Meeting, with 5 conditions.

Presentor Pamela Flowers
Presentor's Title Development Director

Documents:

[22-131, BOCC STAFF REPORT, GALLEGOS MINOR SUBDIVISION, FINAL PLAT,220930.PDF](#)

LIQUOR BOARD

A. Consideration Of A Special Events Permit For The Pagosa Rotary

This is an application for A Special Events Permit for The Pagosa Rotary to sell Malt, Vinous and Spirituous Liquor at 344 Hwy 84, Pagosa Springs, CO 81147 (CSU Extension Hall) for the Rotary Barn Dance on October 22nd, 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 - ROTARY BARN DANCE 10-15-2022 - BOCC AGENDA.PDF](#)

CONSENT AGENDA BY BOCC/LIQUOR BOARD

A. Consideration And Approval Of A Hotel And Restaurant Liquor License Renewal For Pamela J. Wallis Dba Aspen Springs Bar & Grill

This is a renewal of a Hotel and Restaurant liquor license for Pamela J. Wallis dba Aspen Springs Bar & Grill located at 43 Buttercup Drive 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:

[ASPEN SPRINGS BAR GRILL RENEWAL.PDF](#)

B. Consideration And Approval Of A Hotel And Restaurant Liquor License Renewal For 2 Chicks & A Hippie LLC Dba 2 Chicks & A Hippie

This is a renewal of a Hotel and Restaurant liquor license for 2 Chicks & A Hippie LLC dba 2 Chicks & A Hippie located at 117 Navajo Trail Drive, Suite A 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:

CONSENT AGENDA

A. PAYABLE WARRANTS AND PURCHASE CARDS

September 21, 2022 - October 4, 2022

B. REGULAR MEETING MINUTES

Regular Meeting Minutes 09/20/2022

Draft of the Regular Meeting Minutes from September 20, 2022 for approval.

Documents:

[09-20-2022R.PDF](#)

C. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Block 17 Of Amended Aspen Springs Subdivision No. 2, Owned By Robert Henry Gosdin

This request is to consider a Resolution authorizing the consolidation of Lots 21 and 22, in Block 17 of Amended Aspen Springs Subdivision No. 2, to become Lot 21X, owned by Robert Henry Gosdin. 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:

[GOSDIN RESOLUTION.PDF](#)

D. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Block 5 Of Aspen Springs Subdivision No.1 Amended, Owned By Jordan Rutherford

This request is to consider a Resolution authorizing the consolidation of Lots 8 and 9, in Block 5 of Aspen Springs Subdivision No. 1 Amended, to become Lot 9X, owned by Jordan Rutherford. 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:

[RUTHERFORD RESOLUTION.PDF](#)

E. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Pagosa Meadows, Owned By John And Sherida Sowerby

This request is to consider a Resolution authorizing the consolidation of Lots 50 and 51, in Pagosa Meadows, to become Lot 50X, owned by John Sowerby and Sherida Sowerby. 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:

[SOWERBY RESOLUTION.PDF](#)

F. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Piedra Park Subdivision No. 2A, Owned By Jared And Josephine Thompson

This request is to consider a Resolution authorizing the consolidation of a parcel of land in Tract No. 3, "Tract 1" and a parcel of land in Tract No. 3, "Tract 4", in Piedra Park Subdivision No. 2A, to become Tract 1X, owned by Jared and Josephine Thompson . 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:

[FINAL THOMPSON TRACTS 1 AND 2 RESOLUTION V.HELMINSKI FINAL.PDF](#)

G. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Piedra Park Subdivision No. 2A, Owned By Jared And Josephine Thompson

This request is to consider a Resolution authorizing the consolidation of a parcel of land in Tract No. 3, "Tract II" and a parcel of land in Tract No.3 , "Tract III", in Piedra Park Subdivision No. 2A, to become Tract 4X, owned by Jared and Josephine Thompson. 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:

[FINAL THOMPSON TRACTS 3 AND 4 RESOLUTION V.HELMINSKI FINAL.PDF](#)

H. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Twincreek Village, Owned By Robert D. And Susanne M. Ratcliff

This request is to consider a Resolution authorizing the consolidation of Lots 485 and 486, in Twincreek Village, to become Lot 486X, owned by Robert D. Ratcliff and Susanne M. Ratcliff. 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:

[RATCLIFF RESOLUTION.PDF](#)

I. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Village Service Commercial, Owned By Sundew Revocable Trust

This request is to consider a Resolution authorizing the consolidation of Lots 43 and 44, in Village Service Commercial, to become Lot 43X, owned by Sundew Revocable Trust . 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:

[SUNDEW RESOLUTION.PDF](#)

J. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Amended Twincreek Village, Owned By James And Debra Hepler

This request is to consider a Resolution authorizing the consolidation of Lots 776Z and 778Z, in Amended Twincreek Village, to become Lot 778ZX, owned by James and Debra Hepler. 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: Pamela Flowers, Development Director.

Documents:

[HEPLER RESOLUTION.PDF](#)

K. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Pagosa Meadows Subdivision Unit 4, Owned By Kenneth And Christina Martin

This request is to consider a Resolution authorizing the consolidation of Lot 3 and Lot 4, in Pagosa Meadows Subdivision Unit 4, to become Lot 4X, owned by Kenneth and Christina Martin. 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: Pamela Flowers, Development Director.

Documents:

[MARTIN RESOLUTION.PDF](#)

L. Consideration Of Resolution 2022-_____ To Consolidate 2 Lots Into 1 Lot In Lake Forest Estates, Owned By Alexandria And Robert Swann

This request is to consider a Resolution authorizing the consolidation of Lot 162 and Lot 163, in Lake Forest Estates, to become Lot 162X, owned by Alexandria and Robert Swann. 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: Pamela Flowers, Development Director.

Documents:

[SWANN RESOLUTION.PDF](#)

M. Consideration And Approval Of The 2023 County Holiday Schedule

The Board of County Commissioners annually adopts the schedule of holidays that the County recognizes. The 2023 holidays included in this schedule are those holidays that the Board has previously approved, recognizing most federal holidays as well as "Good Friday" and "County Heritage Day". Staff recommends approval of this 2023 Holiday Schedule. Responsible Staff: Tina Woodman, Human Resources Director.

Documents:

[2023 HOLIDAY CALENDAR.PDF](#)

N. Consideration And Approval Of An Assignment Of Hangar Ground Lease

This Assignment assigns all rights, title and interest in Hangar 501-B from James Higgins to Silverleaf Aviation LLC. Staff recommends approval of this Assignment. Responsible Staff: Chris Torres.

Documents:

[ASSIGNMENT OF GROUND LEASE - HANGAR 501-B.PDF](#)

O. Consideration And Approval Of Ground Lease Agreement For Hangar 501-C

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Ortho Aviation LLC would be effective on November 1, 2022 for a period of twenty-five years for Hangar 501-C. The financial impact to the county is the annual rent paid of \$982.80, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff Member: Chris Torres, Airport Manager.

Documents:

[GROUND LEASE AGREEMENT - 501-C.PDF](#)

P. Consideration And Approval Of Ground Lease Agreement For Hangar 501-D

This Ground Lease Agreement between the Board of County Commissioners of Archuleta County, Colorado and Ortho Aviation LLC would be effective on November 1, 2022 for a period of twenty-five years for Hangar 501-D. The financial impact to the county is the annual rent paid of \$982.80, adjusted for CPI increases. Staff recommends approval of this Ground Lease Agreement. Responsible Staff Member: Chris Torres, Airport Manager.

Documents:

[GROUND LEASE AGREEMENT - 501-D.PDF](#)

Q. Ratification Of The Chairman's Signature On A Memorandum Of Understanding For The Cooperative Development Of The Big Game Habitat, Movement Route And Migration Corridor Resource Management Plan Amendment

This Memorandum of Understanding among the U.S. Department of Interior, Bureau of Land Management and Archuleta County is related to the cooperative development of the big game habitat, movement route and migration corridor resource management plan amendment. The Chairman signed this MOU on September 27, 2022.

Documents:

[MOU BIG GAME HABITAT.PDF](#)

OLD BUSINESS

A. Consideration And Approval Of A Declaration Of Commencement Date For The DHS Building

This declaration provides that the Commencement Date for the Lease Agreement for the Archuleta County Department of Human Services building will be October 1, 2022 for a period of 35 years.

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|-------------------|-----------------|
| Presenter | Todd Weaver |
| Presenter's Title | County Attorney |

Documents:

[DECLARATION OF COMMENCEMENT.PDF](#)

NEW BUSINESS

A. Consideration And Selection Of Archuleta County's Employee Of The Month For October 2022

The Employee of the Month program was created as a way to show county employee's how much they are appreciated. All county employees were invited to nominate a co-worker who provides service above and beyond the call of duty and/or exhibits core values that other employees observe and aspire to emulate. The nomination forms were shared with the BoCC and this agenda item is for the BoCC to

select this month's Employee of the Month, who will be presented with a Certificate of Appreciation at the next scheduled work session.

Presenter Tina Woodman
Presenter's Title Human Resources Director

B. Consideration Of Resolution 2022-___ Amending The Personnel Policy And Procedures Handbook

This resolution adds Section 614 to the County Employee Personnel Policy and Procedures Handbook to revise the Sick Leave Policy and to add a Mobile Device Policy.

Presenter Tina Woodman
Presenter's Title Human Resources Director

Documents:

[RESOLUTION 2022-___ AMENDING THE EMPLOYEE HANDBOOK FOR MOBILE DEVICE POLICY.PDF](#)

C. Consideration And Approval Of Reimbursement For Trenching & Backfilling In Chris Mountain Village For Kent & Patricia Frank

This agenda item is for the approval of a disbursement in the amount of \$3,503.93 from the Fairfield Settlement Fund to reimburse Kent and Patricia Frank for trenching and backfilling electrical service for four lots in Chris Mountain Village 2.

Presenter Todd Weaver
Presenter's Title County Attorney

Documents:

[FRANK TRENCHING REIMBURSEMENT.PDF](#)

D. Consideration And Approval Of Reimbursement For Trenching & Backfilling In Chris Mountain Village For Aaron Zak

This agenda item is for the approval of a disbursement in the amount of \$4,395.00 from the Fairfield Settlement Fund to reimburse Aaron Zak for trenching and backfilling electrical service for six lots in Chris Mountain Village 2.

Presenter Todd Weaver
Presenter's Title County Attorney

Documents:

[ZAK TRENCHING REIMBURSEMENT.PDF](#)

E. Consideration Of Resolution 2022-___ In Support Of The Referred Ballot Measure For A 1.5% Sales Tax Increase On The November 8, 2022 General Election Ballot

At their September 6, 2022 regular meeting, the Archuleta County Board of County Commissioners ("BoCC") authorized a 1.5% sales tax increase ballot question to be included on the November 8, 2022

ballot. This Resolution provides the BoCC's support of that ballot question as well as their support of an informational summary regarding the benefits of the increase.

| | |
|-------------------|-----------------|
| Presenter | Todd Weaver |
| Presenter's Title | County Attorney |

Documents:

[RESOLUTION 2022-___ IN SUPPORT OF THE SALES TAX INCREASE.PDF](#)

EXECUTIVE SESSION

Pursuant to Colo. Rev. Stat. 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)(b) for purposes of the Board receiving legal advice on specific legal questions and pursuant to C.R.S. 24-6-402(4)(e) for determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, all in regards to the possible dissolution of San Juan Basin Public Health Department.

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.