

**ARCHULETA COUNTY PROCEEDINGS  
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting on July 5, 2023, noting County Commissioners Ronnie Maez and Veronica Medina, County Manager Derek Woodman, County Attorney Todd Weaver and County Clerk and Recorder Kristy Archuleta present. Commissioner Brown was present via Zoom.

Chairman Maez called the meeting to order at 1:30 p.m. with the Pledge of Allegiance and a moment of silence.

Chairman Maez explained the policy for Public Comments. He stated the Board would hear public comments on any topic during the Public Comment portion of the regular meeting. Public comments would no longer be heard at the end of each meeting. A Request for Public Comment form must be completed and handed to an Administrative Staff member before the meeting begins.

**Disclosures and/or Conflicts of Interest**

There were none.

**Approval or Adjustments to Agenda**

Executive Session per C.R.S. 24-6-402(4) the Board reserves the right to meet in executive session for any purpose allowed and announced prior to voting. **Commissioner Brown moved to approve the agenda as presented. Commissioner Medina seconded the motion and it carried unanimously.**

**Public Comments**

Bill Hudson, 446 Loma St., was happy to hear the progress for affordable housing. He referred to a study from two years ago that said Archuleta County was lacking 80 affordable workforce housing units. If the recommended 10 houses per year were built it would still be 8 years out before we had adequate housing.

Chairman Maez recessed the Regular Meeting and convened the County Board of Equalization at 1:33 p.m.

**Board of Equalization**

**A. Consideration and Approval of Appointment of Independent Referees to Conduct Hearings on Valuation Petitions**

Todd Weaver, County Attorney, stated pursuant to C.R.S. 39-8-102(2)(a)(i), the County Board of Equalization (CBOE) has the authority to appoint independent referees who are experienced in property valuation to conduct hearings on behalf of the CBOE and to make findings and submit recommendations to the CBOE for its final action. This agenda item was for the Board of County Commissioners acting as the CBOE to direct staff to hire 2-3 independent referees for the 2023 petitions. **Commissioner Brown moved to direct staff to hire 2-3 independent referees to conduct the 2023 petition hearings and submit their recommendations to the Board of Equalization for final determination as presented. The motion died for a lack of a second.**

Chairman Maez adjourned the Board of Equalization and convened the Land Use Regulations Hearing at 1:42 p.m.

**Land Use Regulation Hearing**

Chairman Maez swore in Pam Flowers, Development Director, for testimony.

**A. Public Hearing for Consideration and Approval of Resolution 2023-71 Amending the Archuleta County Land Use Regulations**

Pam Flowers, Development Director, stated this item was tabled at the June 6, 2023 Regular Meeting. This resolution amends the Archuleta County Land Use Regulations to create standards for Tiny Home Villages, incorporate recent changes in state regulations regarding Tiny Homes and add standards for Affordable Workforce Housing Units, Employer Provided Workforce Housing and a Dwelling Unit Density Bonus.

Chairman Maez opened the floor for comments in favor of this resolution.

Bill Hudson, 446 Loma St., stated he lives across the street from a half an acre with four dwellings on it.

Chairman Maez opened the floor for comments opposed to this resolution.

Chairman Maez closed public comments.

**Commissioner Medina moved to adopt Resolution 2023-71 amending the Archuleta County Land Use Regulations as presented. Commissioner Brown seconded the motion and it carried unanimously.**

Chairman Maez adjourned the Land Use Regulations Hearing and convened the Liquor Board Hearing at 2:20 p.m.

**Liquor Board**

Chairman Maez swore in Mary Helminski, Executive Assistant/Paralegal, for testimony.

**A. Consideration and Approval of New and Temporary Hotel and Restaurant Liquor Licenses with Optional Premises for the Last Resort on the River-RV's, Camps & Cabins, Inc. dba The Last Resort on the River**

Mary Helminski, Executive Assistant/Paralegal, stated this was a new application for a Hotel & Restaurant Liquor License with Optional Premises for The Last Resort on the River-RVs, Camps & Cabins, Inc. dba The Last Resort on the River located at 256 County Rd 339 in Pagosa Springs, CO. The application was complete and the proper fees had been paid. The Sheriff's Office, County Building Department and the Fire District had all completed their inspections and found no issues. This agenda item included the approval of a temporary county license to allow the applicant to operate while the state completed their approval process. **Commissioner Brown moved to approve a new and a temporary 90-day Hotel & Restaurant Liquor License with Optional Premises for The Last Resort on the River-RVs, Camps & Cabins, Inc. dba The**

**Last Resort on the River as presented. Commissioner Medina seconded the motion and it carried unanimously.**

Chairman Maez adjourned the Liquor Board and reconvened the Regular Meeting at 2:22 p.m.

**Consent Agenda**

A. Payable Warrants and Purchase Cards

<b>Payable Warrants for dates OF JUNE 7, 2023-JUNE 20, 2023</b>	
General Fund Payable	\$ 218,049.42
Road and Bridge Fund Payable	\$ 128,791.06
Department of Human Services Fund Payable	\$ 26,713.59
Public Health	
1A Fund	
All Combined Dispatch Fund Payable	\$ 275.85
Conservation Trust	
Justice System Capital Fund	
Solid Waste Fund Payable	\$ 1,415.73
Airport Fund Payable	\$ 1,916.00
Fleet Fund Payable	\$ 84,979.24
Total	\$ 462,140.89
<b>Payable Wire Transfers for dates of JUNE 7,2023- JUNE 20,2023</b>	
General Fund Payable	
Road and Bridge Fund Payable	
Department of Human Services Fund Payable	
1A Fund	
All Combined Dispatch Fund Payable	
Conservation Trust	
Justice System Capital Fund	
Solid Waste Fund Payable	
Airport Fund Payable	
Fleet Fund Payable	
Total	\$ -

<b>Payable Purchase Card Items for dates of May 23, 2023- June 23, 2023</b>	
General Fund Payable	\$ 22,090.47
Road and Bridge Fund Payable	\$ 459.86
Department of Human Services Fund Payable	\$ 814.64
Public Health	\$ 36.50
1A Fund	
All Combined Dispatch Fund Payable	\$ 525.85
Conservation Trust	
Justice System Capital Fund	
Solid Waste Fund Payable	\$ 422.10
Airport Fund Payable	\$ 10.68
Fleet Fund Payable	\$ 1,687.36
Total	\$ 26,047.46

- B. Regular Meeting Minutes  
June 20, 2023
- C. Consideration of Resolution 2023-72 to Appoint Members to the Archuleta County Fair Board
- D. Consideration of Resolution 2023-73 Lot Consolidation in Aspen Springs Subdivision No. 3, Owned by Joseph DePena Bolivar III
- E. Consideration of Resolution 2023-74 Lot Consolidation in High West Subdivision Unit 11, Owned by Daniel S. Keys and Kimberly A. Mazura
- F. Consideration of Resolution 2023-75 Lot Consolidation in Lake Hatcher Park, Owned by Bruce J. Oswald
- G. Consideration of Resolution 2023-76 Lot Consolidation in Lake Hatcher Park, Owned by The Bowman Family Trust
- H. Consideration of Resolution 2023-77 Lot Consolidation in Pagosa in the Pines, Block 4, Owned by Garrett King Campbell and Patricia Anne Campbell
- I. Consideration of Resolution 2023-78 Lot Consolidation in Twincreek Village, Owned by Gale B. Tuggle
- J. Consideration of Resolution 2023-79 Lot Consolidation in Twincreek Village, Owned by Pamela C. Eaton
- K. Consideration of Resolution 2023-80 Lot Consolidation in Lake Forest Estates, Owned by Paul Roberts and Carla Roberts
- L. Consideration of Resolution 2023-81 Lot Consolidation in Pagosa Highlands Estates, Owned by Sackheim Taylor Revocable Trust
- M. Consideration of Resolution 2023-82 Lot Consolidation in San Juan River Resort No. 2, Owned by Mary Ann Camacho
- N. Consideration of Resolution 2023-83 Lot Consolidation in Aspen Springs Subdivision No. 1, Owned by William H. Miller Revocable Trust
- O. Consideration of Resolution 2023-84 Lot Consolidation in Aspen Springs Subdivision No. 2, Owned by Nia Faye Bolvin and Daniel Bernard Bolvin
- P. Consideration and Approval of Participating Agreement with USDA for Noxious Weed Control
- Q. Consideration and Approval of Renewed Public Contract for Services with Healthy Archuleta, Inc.

- R. Consideration and Approval of Annual Contracts for County Department of Human Services (Multiple Vendors)
- S. Ratification of the Chairman's Signature on a Statement of Authority

Derek Woodman, County Manager, read the Consent Agenda for the record.

**Commissioner Medina moved to approve the Consent Agenda as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**New Business**

**A. Consideration and Selection of Archuleta County's Employee of the Month for July 2023**

Mitzi Bowman, HR Director, stated the Employee of the Month program was created as a way to show county employees 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. **Commissioner Brown moved to select Jessica Hanson as Archuleta County's Employee of the Month for July 2023. Commissioner Medina seconded the motion and it carried unanimously.**

**B. Public Hearing on Redistricting County Boundaries**

Kristy Archuleta, County Clerk & Recorder, stated at a work session on May 23, 2023 and June 13, 2023 the Board of County Commissioners were given presentations on proposed adjustments to the district boundaries for the county. According to statute, the difference between the highest population and lowest of each county can be no more than 5%. Due to the 2020 census, it is necessary to adjust the district boundaries. The public hearing will give the public an opportunity to voice their concerns. Public comment would be open through the website until this item comes to the Board of County Commissioners for a vote.) The resolution to make these changes was scheduled for the Board of County Commissioners' meeting on August 15, 2023.

Chairman Maez opened the floor for public comment.

Bill Hudson, 446 Loma St., stated the idea of the districts is to keep neighborhoods within shared common interests in the same district. Mr. Hudson did not think splitting the Lake Pagosa area was the best option for redistricting.

Chairman Maez stated two statements were received via the county website and would be on public record.

Chairman Maez closed public comment at 2:39 p.m.

**C. Consideration and Approval of Staff Salary Adjustment for Sheriff's Office**

Mike Le Roux, County Sheriff, stated at the work session on March 21, 2023 and June 27, 2023, the Board of County Commissioners heard a presentation requesting an hourly wage increase for his staff. Sheriff Le Roux was requesting an hourly rate increase for all hourly paid staff of \$1.72/hour. Originally this figure was derived through the County's Service Agreement with the United States Marshals Service to house US Marshal Clients. Based on a percentage of bed count for a total of 66 beds, the Archuleta County Sheriff's Office currently houses six US Marshal Clients at a rate of \$75 per day, for a total of \$164,250.00 per year. Using a projected figure of

\$164,250.00 for 2023, a standard work year of 2080 hours and a figure of 46 FTE positions, this equates to \$1.72 per hour across the board. Based on the fact that there is 6 months left in the year, these raises would only utilize \$82,285.00; half of the \$164,250.00. **Commissioner Medina moved to approve and increase in the amount of \$1.72 per hour for all Sheriff's Office 46 FTE staff effective immediately as presented to come out of vacancy savings funds. Commissioner Brown seconded the motion and it carried unanimously.**

**D. Consideration and Approval of Equipment Purchase for Sheriff's Office**

Mike Le Roux, County Sheriff, presented to Board of County Commissioners a proposal to purchase 27 routers and antennas to be installed in the Archuleta County Sheriff's Office patrol units. The equipment will be used as a modem/data point which will allow each unit to connect to the internet using data. By doing so, the Archuleta County Sheriff's Office units will have full connectivity and be able to access the records management system, computer aided dispatch, Jail Management System and each employee's county profile for email or Incode. This purchase was in conjunction with the mounted laptops that were to be installed by Oracle at their cost. This agenda item was to approve the purchase of the supply and installation of routers and antennas for a cost not to exceed \$36,432.00. **Commissioner Brown moved to approve the purchase of routers and antennas for the Sheriff's Office patrol vehicles for a cost not to exceed \$36,432.00 including installation as presented. Commissioner Medina seconded the motion and it carried unanimously.**

**E. Consideration and Selection of Contractor for Archuleta County Bus Transit Facility**

Kevin Bruce, Transportation Coordinator, stated the Transportation Department solicited proposals for a Construction Management/General Contractor for the new bus transit facility and four bids were received. A six-member panel reviewed the bids and ranked each according to experience, cost, construction timeline and other variables. The highest score went to FCI Constructors who is the recommended contractor for this project. **Commissioner Medina moved to award the bus facility construction project to FCI Constructors as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**F. Consideration and Appointment of County Representative to the Southwest Transportation Planning Region**

Derek Woodman, County Manager, stated this agenda item was to designate Transportation Coordinator, Kevin Bruce, to serve as the county's representative on the Southwest TPR and to designate a commissioner as an alternate. **Commissioner Brown moved to appoint Kevin Bruce as the county's representative on the Southwest Transportation Planning Region and to appoint Commissioner Veronica Medina as his alternate as presented. Commissioner Medina seconded the motion and it carried unanimously.**

**G. Consideration and Approval to Conduct an Economic Impact Study for Stevens Field Airport**

Bill Sumner, Chairman of the Airport Advisory Committee, stated at their work session on June 27, 2023, the Board of County Commissioners were presented with a request for the Airport Advisory Commission to conduct and Economic Impact Study at the airport. This agenda item was to approve the request for the Airport Advisory Commission to complete the study. **Commissioner Medina moved to approve the Airport Advisory Committee's proposal to**

conduct an Economic Impact Study for Stevens Field Airport with the decision of which method of analysis to use to be made in the Spring of 2024 as presented. Commissioner Brown seconded the motion and it carried unanimously.

**H. Consideration and Approval of Purchase of Water Truck for Landfill**

Mike Torres, Fleet Manager, presented a request to purchase a 2,000-gallon water truck to be onsite at the landfill for use in emergencies along with supplying water for the new hydro spray trailer that has a 1,200 gallon holding tank on it. The landfill can also use it for dust mitigation on site at the facility. **Commissioner Brown moved to approve the purchase of a 2018 International 4300 water truck for use at the county landfill for a cost not to exceed \$82,195.00 as presented. Commissioner Medina seconded the motion and it carried with Commissioners Brown and Medina voting Aye and Commissioner Maez voting Nay.**

**I. Consideration and Approval of Funding Request from Ruby M. Sission Memorial Library Foundation**

Derek Woodman, County Manager, stated in July 2021, the Ruby M. Sission Memorial Library Foundation requested funding from the Board of County Commissioners to assist with the costs for the expansion of the library. The request was for \$20,000.00 per year for five years. **Commissioner Brown moved to approve an invoice in the amount of \$20,000.00 for the Ruby M. Sission Memorial Library Foundation as presented. Commissioner Medina seconded the motion and it carried unanimously.**

**J. Consideration and Approval of Dedicating Funds Received for County Road Improvements**

Todd Weaver, County Attorney, stated in 2022, the County Attorney's Office began the process to gain clear title on over 35 parcels obtained through tax certificates. The County would be auctioning these parcels through GovDeals.com starting on July 15, 2023. Minimum sales amounts for these parcels range from \$9,700 to over \$54,000 and if all of the properties receive successful bids, the total net proceeds the County would collect would potentially exceed \$1.1 million. This agenda item was for the Board of County Commissioners to discuss and decide if some or all of the net proceeds from the sale of these parcels should be appropriated to the Road & Bridge Department for the purpose of improving, up to county standards, certain roads near the locations of the sold parcels. If the Board of County Commissioners decided to do so, once the full amount of the net proceeds from the sale of the parcels was known, the Board, via resolution, would enact a supplemental budget and appropriation pursuant to C.R.S. 29-1-109. **Commissioner Medina moved to dedicate some or all of the net proceeds from the auction of certain county owned parcels to the Road & Bridge Department for improving, up to county standards, certain roads near the locations of the sold parcels as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**Commissioner Comments**

There were none.

With no further business coming before the Board, the meeting adjourned at 3:47 p.m.

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Approved this 18<sup>th</sup> day of July 2023.

Kristy Archuleta  
Archuleta County Clerk & Recorder

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Ronnie Maez, Chairman

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