

**ARCHULETA COUNTY PROCEEDINGS  
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting March 16, 2021 noting County Commissioners Alvin Schaaf, Ronnie Maez and Warren Brown, County Administrator Scott Wall, County Attorney Todd Weaver present, and Deputy Clerk and Recorder Tomi Bliss present via Zoom.

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

Chairman Schaaf provided notice of the new 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, although today, they would allow forms to be turned in at this time. If attendees are on Zoom, he requested to type your full name, address, email or phone number along with the topic of the comment in the Chat room. The Chairman would only allow public comments from those who have entered the information.

**Disclosures and/or Conflicts of Interest**

Chairman Schaaf asked for any disclosures or conflicts of interest between the Board and the agenda. 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 requested the minutes from the last meeting to be amended by striking the word “to” under Section D. **Commissioner Maez moved to approve the agenda as amended. Commissioner Brown seconded the motion and it carried unanimously.**

**Public Comments**

Chairman Schaaf stated he was opening the floor for comments. Comments were asked to be held to 3 minutes for each person desiring to speak. No response from the Board would be given.

**Proclamations**

**A. Archuleta County Ranching, Livestock and Meat-IN Day**

Lindsey Candelaria, Owner of Cole’s Meat Processing, presented a proclamation for March 20, 2021 as Archuleta County Ranching, Livestock and Meat-IN Day. **Commissioner Brown moved to proclaim March 20, 2021 as Archuleta County Ranching, Livestock and Meat-In Day in Archuleta County as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**B. National Agricultural Week**

Lorah Jacobson and Virginia Manzanares presented a proclamation to declare March 22-26, 2021 as National Agricultural Week in Archuleta County. **Commissioner Maez moved to proclaim March 22-26, 2021 as National Agricultural Week in Archuleta County as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**C. Vets4Vets Day**

Joe King, President of Veterans For Veterans of Pagosa Springs, presented a proclamation to declare March 29, 2021 Vets4Vets Day in Archuleta County. **Commissioner Brown moved to proclaim March 29, 2021 as Vets4Vets Day in Archuleta County as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**Consent Agenda**

**A. Payable Warrants and Purchase Cards**

Payable Warrants for dates of March 3rd-March 16th, 2021	
General Fund Payable	217,853.19
Road and Bridge Fund Payable	94,607.09
Department of Human Services Fund Payable	37,345.03
1A Fund	-
All Combined Dispatch Fund Payable	38,740.45
Conservation Trust	-
Justice System Capital Fund	941,364.22
Solid Waste Fund Payable	17,102.76
Airport Fund Payable	1,450.83
Fleet Fund Payable	38,591.25
<b>Total</b>	<b>1,387,054.82</b>
Payable Wire Transfers for dates of March 3rd-March 16th, 2021	
General Fund Payable	3,004.56
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	-
<b>Total</b>	<b>3,004.56</b>

B. Regular Meeting Minutes 03/02/2021, as corrected

C. Resolution 2021-20 Lot Consolidation of Two Lots in The Reserve at Pagosa Peak Owned by Wayne C. and Susan S. Ramsey

D. Resolution 2021-21 Reversing a Lot Consolidation in Ridgeview Owned by The Jefford M. Jones Trust

Scott Wall, County Administrator, read the Consent Agenda for the record.

**Commissioner Maez moved to approve the consent agenda as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**New Business**

**A. Appeal of Planning Commission Decision on Vacation Rental Permit Renewal Application**

Chairman Schaaf explained the Hearing process and swore in Pam Flowers, Development Director, for testimony. Ms. Flowers presented an appeal of the decision by the Planning Commission to approve a Probationary Approval with Conditions for the Vacation Rental Permit renewal application #007222 for the property located at 500 Caddy Circle in Pagosa Springs owned by Joseph Kottas. Ms. Flowers explained conditions 1 through 3 have been addressed, leaving condition 4, which stated the permit would be granted on a probationary term and the property must not receive more than two complaints of any nature, or the permit would be suspended for the remainder of the annual issue period. Court Kennedy, Attorney representing Mr. Kottas, was present and addressed the legality of conditions. Mr. Kottas was also present for testimony. The Commissioners requested clarification on the validity of complaints. Attorney Todd Weaver expressed concern regarding due process. **Commissioner Maez moved to direct the County Attorney to draft findings and conclusions that would include the approval of the Probationary permit renewal for Mr. Kottas with Conditions 1-3 removed because they have already been met, and modifying Condition 4 to include due process before the Planning Commission should the permitted property receive more than two citations for noise ordinance violations issued by the Sheriff's Office within six months of the permit renewal approval. Commissioner Brown seconded the motion and it carried unanimously.**

**B. Approval of Funding Request for Mesa Canyon Boat Ramp and Parking Improvements**

Scott Wall, County Administrator, stated in August 2019 the County entered into an Intergovernmental Agreement with the Town of Pagosa Spring for the acquisition and improvement of public, San Juan River take-out and access location. The Friends of Upper San Juan have submitted a \$10,000.00 funding request for a boat ramp and parking area for the take-out location. The funding would come out of the Conservation Trust Fund. Tobi Rohwer addressed the magnitude of the river usage. He stated approximately 5,000 commercial guest utilize the area. **Commissioner Brown moved to approve funding from the Conservation Trust account in an amount not to exceed \$6,000 with \$4,000 in kind for a boat ramp and parking area for the Mesa Canyon take-out and access location as presented. Commissioner Maez seconded the motion and it carried with Commissioners Schaaf and Brown voting "Aye" and Commissioner Maez voting "Nay".**

**C. Approval of Funding for Aspen Springs Playground**

Ronnie Maez, Commissioner, presented a request for funding from the Conservation Trust Fund to purchase and install new play equipment at the Aspen Springs Playground. Commissioner Maez advised the Chairman of the Metro District stated the playground would be insured. County Attorney Todd Weaver suggested an IGA be drawn between the County and the Aspen Springs Metro District regarding maintenance of the playground and was directed to do so. **Commissioner Maez moved to approve funding from the Conservation Trust account to purchase and install**

playground equipment at the Aspen Springs playground as presented. Commissioner Brown seconded the motion and it carried unanimously.

Commissioner Maez moved to accept the proposal from Game Time for the purchase and installation of playground equipment in an amount not to exceed \$117,246.70 as presented. Commissioner Brown seconded the motion and it carried unanimously.

**D. Resolution 2021-22 Creating the Archuleta County Workforce Housing Development Fund**

Scott Wall, County Administrator, stated on March 2, 2021 the Board of County Commissioners adopted Resolution 2021-19, which amended the county fee schedule to adjust fees for permitting of short-term vacation rentals in unincorporated Archuleta County. The Board also voted to put 50% of the net overage from these permitting fees into an account designated for development of workforce housing. This resolution establishes the designated fund. **Commissioner Brown moved to adopt Resolution 2021-22 creating the Archuleta County Workforce Housing Development Fund as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**E. Reclassification of DHS Accountant Position and Addition of Employee Positions**

Scott Wall, County Administrator, requested to reclassify the DHS Accountant position from a part-time/exempt to a full-time/exempt position and to add 2 new full-time Code Enforcement Officers for Development Services Department. **Commissioner Maez moved to approve the reclassification of the DHS Accountant position to a full-time/exempt position as presented and approve the addition of two more County Code Enforcement Officers as presented. Commissioner Brown seconded the motion and it carried unanimously.**

**F. Resolution 2021-23 Establishing an Internal Service Fund for County Health Insurance Premium Refunds**

Scott Wall, County Administrator, presented a resolution to provide the parameters for allocating the funds received from the 2020 CIGNA employee health insurance premium refund. **Commissioner Brown moved to adopt Resolution 2021-23 establishing an internal service fund for county health insurance premium refunds as presented. Commissioner Maez seconded the motion and it carried unanimously.**

**Executive Session**

**Commissioner Maez moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(a) for the purchase, acquisition, lease, transfer, or sale of real, personal or other property and pursuant to C.R.S. 24-6-402(4)(e)(I) for determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations, and instructing negotiators, relating to discussing the sale of the 449 San Juan Street building. Commissioner Brown seconded the motion and it carried unanimously.**

Chairman Schaaf announced that Commissioners Maez, Brown and Schaaf, Administrator Scott Wall and Attorney Todd Weaver would be going into Executive Session. No decisions would be made in the Executive Session.

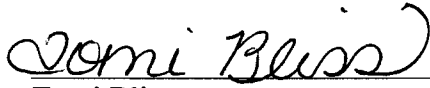
Chairman Schaaf recessed the Regular Meeting and convenes the Executive Session at 3:01 p.m.

March 16, 2021

Chairman Schaaf reconvened the Regular Meeting at 3:21 p.m.

**Commissioner Comments**

With no further business coming before the Board, the meeting was adjourned at 3:21 p.m.



Tomi Bliss

Archuleta County Deputy Clerk & Recorder

Approved this 6<sup>th</sup> day of April 2021.

  
Alvin Schaaf, Chairman

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RESOLUTION 2021 - 20

**A RESOLUTION APPROVING THE CONSOLIDATION OF CERTAIN LOTS IN ARCHULETA COUNTY, COLORADO**

**WHEREAS**, the Board of County Commissioners of Archuleta County, Colorado, has heretofore adopted regulations relating to the consolidation of lots in Archuleta County, Colorado, (Resolution No. 2013-23); and

**WHEREAS**, the Board has received an application from Wayne C. and Susan S. Ramsey, to consolidate certain lots in Archuleta County pursuant to the regulations heretofore adopted by the Board; and

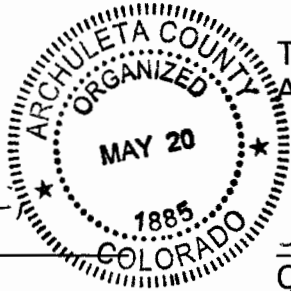
**WHEREAS**, the Board has found that Wayne C. Ramsey and Susan S. Ramsey, have met all the requirements contained in said regulations for Lot Consolidations and the Board may consolidate the hereafter mentioned lots.

**NOW THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Archuleta County as follows: The Chair does hereby sign on authority granted by the Board of County Commissioners and approves the consolidation of Lots 102 and 103, The Reserve at Pagosa Peak, Phase 4, according to the plat thereof filed November 17, 2004, as Reception No. 20410656, in Archuleta County, Colorado, to become Lot 103X with the condition that if, at a future date, there is a request to split or re-subdivide the consolidated lots, the applicant must comply with the applicable Land Use Regulations in effect at the time the application is made.

APPROVED AND ADOPTED DURING A MEETING DULY AND REGULARLY CALLED, NOTICED, CONVENED AND HELD IN PAGOSA SPRINGS, ARCHULETA COUNTY, COLORADO, this 16<sup>th</sup> day of March, 2021.

ATTEST:

*Kristy Archuleta*  
*by Mary Helminski*  
*Deputy Clerk*  
\_\_\_\_\_  
Kristy Archuleta,  
Archuleta County Clerk and Recorder



The Board of County Commissioners  
Archuleta County, Colorado

*Alvin Schaar*  
\_\_\_\_\_  
Chairman Alvin Schaar

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Rm:  
KRISTY ARCHULETA  
RESOLUTIONS

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RESOLUTION 2021 - 21

**A RESOLUTION APPROVING REVERSAL OF CONSOLIDATION OF CERTAIN LOTS IN ARCHULETA COUNTY, COLORADO**

**WHEREAS**, the Board of County Commissioners of Archuleta County, Colorado, has heretofore adopted regulations relating to the consolidation of lots in Archuleta County, Colorado, (Resolution No. 2013-23); and

**WHEREAS**, the Board has received an application from Jefford M. Jones, to reverse the consolidation of certain lots in Archuleta County pursuant to the regulations heretofore adopted by the Board; and

**WHEREAS**, the lots 24 and 25 in Ridgeview Subdivision have been previously consolidated by Resolution No. 2020-151 recorded May 6, 2020 as Reception No. 22002471; and

**WHEREAS**, the Board has found that the Jefford M. Jones Trust, has met all the requirements contained in said regulations for Reversing a Lot Consolidation and the Board may un-consolidate the hereafter mentioned lots.

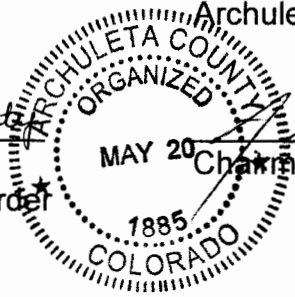
**NOW THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Archuleta County as follows: The Chair does hereby sign on authority granted by the Board of County Commissioners and approves the reversal of the consolidation of Lot 24X, Ridgeview Subdivision, Archuleta County, Colorado, as approved by Resolution, to become Lots 24XA and 25A.

APPROVED AND ADOPTED DURING A MEETING DULY AND REGULARLY CALLED, NOTICED, CONVENED AND HELD IN PAGOSA SPRINGS, ARCHULETA COUNTY, COLORADO, this 16th day of March, 2021.

The Board of County Commissioners  
Archuleta County, Colorado

ATTEST:

*Kristy Archuleta,*  
*by Mary Helminski, Deputy*  
\_\_\_\_\_  
Kristy Archuleta, Clerk  
Archuleta County Clerk and Recorder



*Alvin Schaaf*  
\_\_\_\_\_  
Chairman Alvin Schaaf

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KRISTY ARCHULETA  
RESOLUTIONS

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Kristy Archuleta  
Archuleta County

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**RESOLUTION 2021 - 22**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS  
OF ARCHULETA COUNTY, COLORADO,  
CREATING THE ARCHULETA COUNTY WORKFORCE HOUSING  
DEVELOPMENT FUND**

**WHEREAS**, the Board of County Commissioners of Archuleta County (the "Board") is empowered under C.R.S. § 30-11-107(e) to provide for the management of the business and concerns of Archuleta County, Colorado (the "County"); and,

**WHEREAS**, it is apparent from observation, public comment, and professional study that the stock of housing in the County is currently inadequate to meet public need, and in particular the need for housing for working individuals, families and others with incomes at or below the Area Median Income; and,

**WHEREAS**, the Board has declared in previous Resolutions and other action lawfully undertaken after due deliberation in public meetings, and does hereby reaffirm, that as a matter of public policy, action to encourage the development and achieve an adequate supply of affordable housing in the County is a priority of the Board; and,

**WHEREAS**, the County collects fees for permitting residential homes designated as Vacation Rental properties; and,

**WHEREAS**, the Board wishes to establish a fund to be used for incentivizing development of workforce housing in the County.

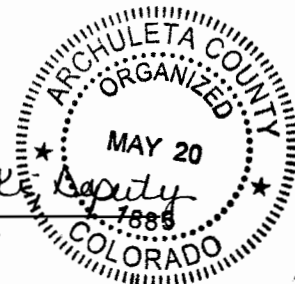
**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO THAT:**

1. The Board of County Commissioners hereby establishes a Workforce Housing Development Fund (the "Fund"), which shall be funded by 50% of the fees collected in excess of administration costs for Vacation Rental permits of all type.
2. The Fund shall be administered by the Board and such funds may be used for utility connections and extensions or other workforce initiatives as approved by the Board.

**APPROVED AND ADOPTED THIS 16<sup>th</sup> DAY OF MARCH, 2021.**

ATTEST:

*Kristy Archuleta,*  
*by Mary Helminski,*  
County Clerk and Recorder



**BOARD OF COUNTY COMMISSIONERS  
OF ARCHULETA COUNTY, CO**

*Alvin Schaaf*  
Alvin Schaaf, Chair

Rta:

KRISTY ARCHULETA  
RESOLUTIONS



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Kristy Archuleta  
Archuleta County

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**RESOLUTION 2021 - 23**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS  
OF ARCHULETA COUNTY, COLORADO,  
ESTABLISHING AN INTERNAL SERVICE FUND FOR COUNTY HEALTH  
INSURANCE PREMIUM REFUNDS**

**WHEREAS**, the Board of County Commissioners of Archuleta County (the "Board") is empowered under C.R.S. § 30-11-107(e) to provide for the management of the business and concerns of Archuleta County, Colorado (the "County"); and,

**WHEREAS**, the Archuleta County employee health insurance package with CIGNA has a provision that refunds surplus premiums back to the County; and,

**WHEREAS**, the refund for the 2020 policy year is expected to be \$333,244; and

**WHEREAS**, the Board wishes to establish a fund to hold the refund of surplus premiums and designate how these funds may be allocated.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO THAT** the County will create and maintain Committed Fund Balance Reserves within the General Fund to:

- a) Allocate 30% of the refund to establish an ongoing employee wellness program;
- b) Allocate an amount not to exceed \$10,584.74 to add major dental services to the employee dental plan; and
- c) To leave the remainder as a safety net to help absorb potential future health insurance rate increases.

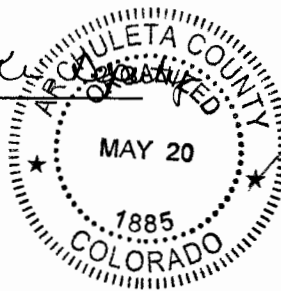
**APPROVED AND ADOPTED THIS 16<sup>th</sup> DAY OF MARCH, 2021.**

**BOARD OF COUNTY COMMISSIONERS  
OF ARCHULETA COUNTY, CO**

ATTEST:

*Kristy Archuleta,*  
*by Mary Helminsk*

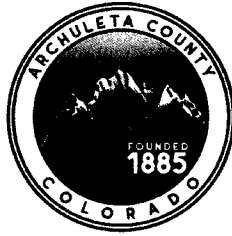
County Clerk and Recorder



*Alvin Schaaf*  
Alvin Schaaf, Chair

Rln:

KRISTY ARCHULETA  
RESOLUTIONS



**ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**It is HIGHLY ENCOURAGED for the Public to Join via ZOOM as space is very limited in the meeting room. Join 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 MARCH 16, 2021 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 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. Archuleta County Ranching, Livestock And Meat-IN Day**

Proclamation by the Board of County Commissioners of Archuleta County proclaiming March 20, 2021 as Archuleta County Ranching, Livestock and Meat-IN Day

Presenter	Lindsey Candelaria
Presenter's Title	Owner - Coles Meat Processing

Documents:

MEAT-IN DAY PROCLAMATION.PDF

**B. National Agriculture Week**

Proclamation by the Board of County Commissioners of Archuleta County proclaiming March 22-26, 2021 as National Agriculture Week in Archuleta County.

Presenter	Lorah Jacobson, Lexi Valdez and Virginia Manzanares
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Documents:

**C. Vets4Vets Day**

Proclamation by the Board of County Commissioners of Archuleta County proclaiming March 29, 2021 as Vets4Vets Day in Archuleta County.

Presenter Joe King  
Presenter's Title President, Veterans For Veterans of Pagosa Springs

Documents:

NATIONAL VIETNAM VETERANS DAY PROCLAMATION.PDF

**CONSENT AGENDA**

**A. PAYABLE WARRANTS AND PURCHASE CARDS**

**March 3, 2021 - March 16, 2021**

**B. REGULAR MEETING MINUTES**

**Regular Meeting Minutes 03/02/2021**

Draft of the Regular Meeting Minutes from March 2, 2021 for approval.

Documents:

03-02-2021R.PDF

**C. Consideration Of Resolution 2021-\_\_\_\_\_ To Consolidate 2 Lots Into 1 Lot In The Reserve At Pagosa Peak, Owned By Wayne C. And Susan S. Ramsey**

This request is to consider a resolution authorizing the consolidation of Lots 102 and 103 in The Reserve at Pagosa Peak, Phase 4, to become Lot 103X owned by Wayne C. and Susan S. Ramsey. 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.

Documents:

RAMSEY RESOLUTION.PDF

**D. Consideration Of Resolution 2021-\_\_\_\_\_ To Reverse The Consolidation Of Lot 24X Into 2 Lots In Ridgeview, Owned By The Jefford M. Jones Trust**

This request is to consider a resolution authorizing the reversal of the consolidation of Lot 24X in Ridgeview, to become Lots 24XA and 25A, owned by the Jefford M. Jones Trust. This unconsolidation 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 and an increase in property taxes.

Documents:

JONES RESOLUTION.DOCX

**NEW BUSINESS**

**A. Appeal Of Planning Commission Decision On Vacation Rental Permit Renewal Application**

This is an appeal of the decision by the Planning Commission to approve a Probationary Approval with Conditions for the Vacation Rental Permit renewal application #007222 for the property located at 500 Caddy Circle in Pagosa Springs owned by Joseph Kottas.

Presenter Pam Flowers  
Presenter's Title Development Director

## Documents:

KOTTAS APPEAL - STAFF REPORT FOR APPEAL.PDF  
 KOTTAS APPEAL - PC STAFF REPORT.PDF  
 KOTTAS APPEAL - NEIGHBOR TESTIMONY.PDF  
 KOTTAS APPEAL - DECISION OF PLANNING COMMISSION.PDF  
 KOTTAS APPEAL - COMPLAINT 1.PDF  
 KOTTAS APPEAL - COMPLAINT 2.PDF  
 KOTTAS APPEAL - COMPLAINT 3.PDF  
 KOTTAS APPEAL - COMPLAINT 4.PDF  
 KOTTAS APPEAL - COMPLAINT 5.PDF  
 KOTTAS APPEAL - COMPLAINT 6.PDF  
 KOTTAS APPEAL - COMPLAINT 7.PDF  
 KOTTAS APPEAL - COMPLAINT 8.PDF  
 KOTTAS APPEAL - COMPLAINT 9.PDF

### B. Consideration And Approval Of Funding Request For Mesa Canyon Boat Ramp And Parking Improvements

In August, 2019, the County entered into an Intergovernmental Agreement with the Town of Pagosa Springs for the acquisition and improvement of a public, San Juan River take-out and access location. The Friends of the Upper San Juan have submitted a \$10,000.00 funding request for a boat ramp and parking area for the take-out location. This funding would come out of the Conservation Trust Fund.

Presenter                    Scott Wall  
 Presenter's Title        County Administrator

## Documents:

MESA CANYON FUNDING REQUEST.PDF  
 IGA RIVER TAKEOUT.PDF

### C. Consideration And Approval Of Funding For Aspen Springs Playground

This request is to approve funding from the Conservation Trust Fund to purchase and install new play equipment at the Aspen Springs Playground.

Presenter                    Ronnie Maez  
 Presenter's Title        Commissioner

## Documents:

PLAYGROUND - ATOZ RECREATION PROPOSAL.PDF  
 PLAYGROUND - GAMETIME PROPOSAL.PDF

### D. Consideration Of Resolution 2021-\_\_\_\_ Creating The Archuleta County Workforce Housing Development Fund

On March 2, 2021, the Board of County Commissioners adopted Resolution 2021-19 which amended the county fee schedule to adjust fees for permitting of short-term vacation rentals in unincorporated Archuleta County. The Board also voted to put 50% of the net overage from these permitting fees into an account designated for development of workforce housing. This resolution establishes the designated fund.

Presenter                    Scott Wall  
 Presenter's Title        County Administrator

## Documents:

RESOLUTION 2021 - \_\_\_\_ CREATING THE WORKFORCE DEVELOPMENT FUND.DOCX

### E. Consideration Of Reclassification Of DHS Accountant Position And Addition Of Employee Positions

This action item is to reclassify the DHS Accountant position from a part-time/exempt to a full-time/exempt position and to add 2 new full-time Code Enforcement Officers for the Development Services Department.

Presenter Robert Smith  
Presenter's Title Human Resources Administrator

Documents:

STAFF REPORT - DHS ACCOUNTANT.DOCX  
ACCOUNTANT (DHS) JOB DESCRIPTION.PDF  
CODE ENFORCEMENT OFFICER STAFF REPORT.PDF  
CODE ENFORCEMENT OFFICER JOB DESCRIPTION.PDF

**F. Consideration Of Resolution 2021-\_\_\_\_ Establishing An Internal Service Fund For County Health Insurance Premium Refunds**

This resolution provides the parameters for allocating the funds received from the 2020 CIGNA employee health insurance premium refund.

Presenter Robert Smith  
Presenter's Title Human Resources Administrator

Documents:

RESOLUTION 2021 - \_\_\_\_ ESTABLISHING THE EMPLOYEE SURPLUS FUND.PDF  
CIGNA BENEFIT CHANGES.PDF  
EMPLOYEE WELLNESS PROGRAM.PDF

**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) for the purchase, acquisition, lease, transfer, or sale of real, personal or other property and pursuant to C.R.S. 24-6-402(4)(e)(I) for determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations, and instructing negotiators, relating to discussing a bid proposal for the sale of the 449 San Juan Street building.

**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.

**BoCC Meeting  
Sign-In Sheet (other than Public Comment)  
March 16, 2021**

PLEASE <u>PRINT</u> NAME	TITLE	STREET ADDRESS
Court T. Kennedy	Atty	500 Caddy Cir
Joseph A. Kottas	Owner	500 Caddy Cir.
Lorah Beth Jacobson	Youth leader	715 Darcie Pl (2nd Proclam)
Lindsay Cardelaria	business owner	495 Hwy 84 - (1st Proclam)
Joe King	President	Vets 4 Vets (3rd Proclam)
Virginia Manzanarez		13800 W. Hwy 160 (2nd Proclamation)
Tobi Rohwer		708 Oakwood Circle