



**ARCHULETA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY  
COMMISSIONERS OF JULY 2, 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**).

**BOARD OF EQUALIZATION**

**A. Assessor's Report To The CBOE**

Assessor reports to the CBOE the valuation for assessment of all taxable Real Property in the county. Assessor submits a list of all appeals concerning Real Property valuation and the action taken in each case.

Presenter                      Natosha Smith  
Presenter's Title              Deputy Assessor Appraisal

Documents:

[ASSESSORS REPORT 2019.PDF](#)  
[PROTEST MASTER 2019.PDF](#)

**LAND USE REGULATION HEARING**

**A. Public Hearing And Consideration Of Resolution 2019-\_\_\_\_ For Davenport  
Easement Vacation, Parcels 20 & 21, Pagosa Alpha Section**

Paul & Lori Davenport of Alta Loma, CA, have applied to Vacate by Resolution a 60' wide unbuilt Access & Utility Easement between parcels 20 & 21 of Pagosa Alpha Section 22 (a survey exempt from Subdivision Review), at 527 & 589 Oakbrush St. (case file PLN19-265). The property, owned by the Paul and Lori Davenport Revocable Trust, is zoned Agricultural Estates (AE).

Presenter                      John Shepard, AICP

Presenter's Title      Planning Manager

Documents:

[PLN19-265 DAVENPORT\\_EASEMENT\\_VACATE\\_BOCC-20190702\\_STAFFREPORT.PDF](#)  
[A1 BOCC RESOLUTION 2019-\\_\\_\\_ DAVENPORT\\_EASEMENT\\_VACATE 20190702.PDF](#)  
[A2 PLN19-265 DAVENPORT\\_EASEMENT\\_VACATE-NARRATIVE.PDF](#)  
[A3 PLN19-265 SITEMAP.PDF](#)  
[A4 PLN19-265 DAVENPORT\\_EASEMENT\\_VACATE-SURVEY\\_20190620.PDF](#)

## **LOCAL LICENSING AUTHORITY**

### **A. Consideration And Approval Of Delany & Associates, LLC DBA Good Earth Meds Retail Center License Renewal**

This is a renewal application for a Retail Center License for Delany & Associates, LLC, dba Good Earth Meds, located at 600 Cloman Blvd., Units 1 and 2 in Pagosa Springs, Colorado. This renewal application is complete and the proper fees have been collected. The Sheriff's Office completed the background checks and the Building, Planning and Fire Departments have all inspected the premises and there are no objections. Staff recommends approval of this renewal license application.

Presenter                      Mary Helminski  
Presenter's Title              Executive Assistant/Paralegal

Documents:

[GOOD EARTH MEDS STORE RENEWAL AGENDA ITEM.PDF](#)

### **B. Consideration And Approval Of Delany & Associates, LLC DBA Good Earth Meds Retail Optional Premises Cultivation License Renewal**

This is a renewal application for a Retail Optional Premises Cultivation License for Delany & Associates, LLC, dba Good Earth Meds, located at 600 Cloman Blvd., Units 5, 6, 7 and 8 in Pagosa Springs, Colorado. This renewal application is complete and the proper fees have been collected. The Sheriff's Office completed the background checks and the Building, Planning and Fire Departments have all inspected the premises and there are no objections. Staff recommends approval of this renewal license application.

Presenter                      Mary Helminski  
Presenter's Title              Executive Assistant/Paralegal

Documents:

[OPC RENEWAL AGENDA ITEM.PDF](#)

## **CONSENT AGENDA BY BOCC/LIQUOR BOARD**

### **A. Consideration And Approval Of A Retail Liquor Store License Renewal For Old West Spirits, LLC DBA Old West Spirits**

This is a renewal of a Retail Liquor Store License for Old West Spirits, LLC DBA Old West Spirits located at 10 Solomon Dr. Suite C Pagosa Springs, Colorado. 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 collected per the fee schedule.

Responsible Staff: Flora Goheen, Planning Technician

Documents:

[OLD WEST SPIRITS 2019 RENEWAL.PDF](#)

## **CONSENT AGENDA**

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

**June 19, 2019 - July 2, 2019**

### **B. REGULAR MEETING MINUTES**

#### **Regular Meeting Minutes 6/18/2019**

Draft of the Regular Meeting Minutes from June 18, 2019 for approval.

Documents:

[06-18-19R.PDF](#)

### **C. SPECIAL MEETING MINUTES**

#### **Special Meeting Minutes 6/13/2019**

Draft of the Special Meeting Minutes from June 13, 2019 for approval.

Documents:

[06-13-19S.PDF](#)

### **D. Consideration Of Resolution 2019-\_\_\_\_\_ Approving The Last Resort RV Park & Campground CUP Amendment For Tr.1 Hudson's Rio Blanco Sub #8**

Request to consider and approve a Resolution stating Findings and Conditions of Approval of the The Last Resort RV Park & Campground Conditional Use Permit (CUP) Amendment to a Limited Impact Use, Tract 1 Hudson's Rio Blanco Subdivision #8, at 256 County Rd 339 (PLN19-170). CUP approved at public hearing June 18, 2019.

Documents:

[BOCC RESOLUTION 2019-\\_\\_ LAST RESORT RV PARK CUP.PDF](#)

### **E. Consideration Of Resolution 2019-\_\_\_ Affirming Legal Lot Status For Prina**

Affirm Planning Manager's Certificate of Designation of Legal Lot Status of property owned by Peter G. Prina and Mina R. Prina as the owner(s) of record of the subject property, an approx. 2.5-acre tract of land being a portion of Section 6, T34N R1W NMPM, at X ESMT Blue Lake Dr. (IDP19-120). No net fiscal impact expected.

Documents:

[RESOLUTION AFFIRMING LEGAL LOT STATUS IDP19-120.PDF](#)  
[IDP19-120 CERTIFICATE.PDF](#)

### **F. Consideration Of Resolution 2019-\_\_\_ Affirming Legal Lot Status For Trujillo**

Affirm Planning Manager's Certificate of Designation of Legal Lot Status of property owned by David A. Trujillo and Janice Trujillo, an approx. 9.17-acre tract of land being the North part of Lot 87 Pagosa Meadows Subdivision (IDP19-117). No net fiscal impact expected.

Documents:

**G. Ratification Of The Signature Of The Chairman Of The Board Of Commissioners On The First Amendment To Ground Lease With Archuleta County Housing Authority**

This is an Amendment to the Ground Lease which was effective April 2, 2019 that adds certain language required in order to qualify for tax credits from the Colorado Housing and Finance Authority.

Documents:

[FIRST AMENDMENT TO GROUND LEASE.PDF](#)

**H. Consideration And Approval Of Update To The Position Classification Pay Scale**

The position Classification Pay Scale is a document approved by the BoCC that sets the compensation structure and lists all budgeted positions for Archuleta County. From time to time, needed changes in positions are made administratively by the County Administrator or an Elected Official (Sheriff, Clerk & Recorder, Assessor or Treasurer) requiring updates to the pay scale. This update includes changes to positions in the Planning, DHS, Fleet and Dispatch departments.

Staff recommends approval of the updated Classification Pay Scale.

Responsible staff: Robert Smith, Human Resources Administrator.

Documents:

[UPDATE TO CLASSIFICATION PAY SCALE - STAFF REPORT.PDF](#)  
[CLASSIFICATION PAY SCALE - CLEAN.PDF](#)  
[CLASSIFICATION PAY SCALE - REDLINED.PDF](#)

**I. Consideration And Approval Of The First Amendment To Fixed Base Operator (FBO) Agreement And Hangar Lease**

The Fixed Base Operator (FBO) at the Archuleta County Airport has a 20-year lease with the County. The FBO has requested an amendment to their sub-lease with the County to allow 24 hour operations for the Classic Air Medical Company. This Flight-for-Life-type company is on-call 24 hours a day, 7 days a week.

Staff highly recommends approval of this amendment.

Responsible Staff: Chris Torres, Airport Manager

Documents:

[FBO AMENDMENT STAFF REPORT.PDF](#)  
[FIRST AMENDMENT TO FBO AGREEMENT.PDF](#)

**J. Consideration And Approval Of Master Plan Grant Agreement**

The Archuleta County Airport applied for a Federal Aviation Grant to complete a Master Plan that was required and overdue for the airport. This grant was accepted by the FAA and CDOT. This Grant Agreement Approval is needed to move forward with the project. Staff recommends approval of the Master Plan Grant Agreement for the Archuleta County Airport.

Responsible Staff: Chris Torres, Airport Manager

Documents:

[FAA GRANT STAFF REPORT.PDF](#)

[FAA GRANT AGREEMENT.PDF](#)

## **NEW BUSINESS**

### **A. Consideration And Approval Of Resolution 2019-\_\_\_ Adopting The Declaration Of Trust Of VantageTrust**

This resolution will allow Archuleta County employees to enroll in the International City/County Management Association Retirement Corporation (ICMA-RC) Deferred Compensation Plan and Trust. ICMA-RC serves more than a million participant accounts and about 9,000 plans across the country. VantageTrust Company, LLC is a wholly-owned subsidiary of ICMA-RC.

Providing this 457 Plan to county employees will provide reasonable and additional retirement security, increased flexibility in the County's personnel management system and will assist in the attraction and retention of competent personnel.

The financial impact to the County is nominal.

Presenter	Scott Wall
Presenter's Title	County Administrator

Documents:

[RESOLUTION 2019-\\_\\_\\_ ADOPTING THE DECLARATION OF TRUST OF VANTAGETRUST.PDF](#)

### **B. Consideration And Approval Of Land Use Commitment Letters To The Colorado Department Of Regulatory Agencies**

Two letters to the Colorado Department of Regulatory Agencies indicating a commitment from the BoCC to allow Visionary Broadband usage of the property at the County Public Works building and at a county-owned property near Kleckner Lane and McManus Road for the purposes of constructing and powering an approximately 60-foot tower at each location along with installation of wireless broadband equipment. The letter for the Public Works building also includes access to the fiber optic network node located at that building.

Presenter	Todd A. Weaver
Presenter's Title	County Attorney

Documents:

[LETTER OF COMMITMENT FOR PUBLIC WORKS BROADBAND PROJECT.PDF](#)  
[LETTER OF COMMITMENT FOR HINSDALE TOWER BROADBAND ACCESS.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.

## **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.