



**ARCHULETA COUNTY
BOARD OF COUNTY COMMISSIONERS**

**MEETINGS ARE CONDUCTED IN PERSON AND WILL BE BROADCAST VIA
ZOOM.**

**PUBLIC COMMENT WILL BE ALLOWED THROUGH THE ZOOM PORTAL IF A
PUBLIC COMMENT REQUEST FORM IS SUBMITTED PRIOR TO THE
MEETING.**

**VIEW THE ZOOM MEETING AT [https://zoom.us/j/91609048375?](https://zoom.us/j/91609048375?pwd=dIFFV0J1cGVKa1NHWHFsa2taeGxtZz09)
pwd=dIFFV0J1cGVKa1NHWHFsa2taeGxtZz09 -
Meeting ID 916 0904 8375 - Passcode 4141885**

**CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COUNTY
COMMISSIONERS OF AUGUST 15, 2023 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 OR ONLINE

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__REV08-23.DOCX](#)

REPORTS

A. Archuleta County Financial Report For 2nd Quarter 2023

This is the financial report for the 2nd quarter of 2023 for Archuleta County.

Presenter Chad Eaton
Presenter's Title Finance Director

Documents:

[2023 2ND QUARTER - FINANCIAL REPORT.PDF](#)
[2023 Q2 FINANCIAL - PRESENTATION.PDF](#)

BOARD OF EQUALIZATION

A. Consideration And Approval Of Correction To Stipulation #2

At the CBOE hearing on July 31, 2023, the second set of Stipulations were read into the record. The stipulated value for Parcel 588731101024 owned by Betty Rhea Lee was read as \$554,670 and it should have been \$534,420. This agenda item is to correct the stipulation.

Presenter Mary Helminski
Presenter's Title Executive Assistant/Paralegal

Documents:

[CORRECTED STIPULATION.PDF](#)

LOCAL LICENSING AUTHORITY

A. Consideration And Approval Of A Retail Center License Renewal For HGS, LLC Dba High Grade Specialists

This is a renewal of a Retail Marijuana Center license for HGS, LLC dba High Grade Specialists located at 600 Cloman Blvd. #1 and #2 in Pagosa Springs, Colorado. This renewal includes no changes. The application is complete and the proper fees have been paid. The Fire District, Sheriff's Office and County Building Department have all 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 marijuana license renewal.

Presenter Mary Helminski
Presenter's Title Executive Assistant/Paralegal

Documents:

[HGS LLC STORE RENEWAL.PDF](#)

B. Consideration And Approval Of A Retail Optional Premises Cultivation License Renewal For HGS, LLC Dba High Grade Specialists

This is a renewal of a Retail Optional Premises Cultivation for HGS, LLC dba High Grade Specialists located at 600 Cloman Blvd. #3-8 in Pagosa Springs, Colorado. This renewal includes no changes. The application is complete and the proper fees have been paid. The Fire District, Sheriff's Office and County Building Department have all 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 marijuana license renewal.

Presenter Mary Helminski

Presenter's Title Executive Assistant/Paralegal

Documents:

[HGS LLC OPC RENEWAL.PDF](#)

LIQUOR BOARD

A. **Consideration And Approval Of A Special Events Permit For Pagosa Lakes Property Association What'SUP Triathlon**

This is an application for a Special Events Permit for Pagosa Lakes Property Association to sell Malt, Vinous and Spiritous Liquor at 45 Eagles Loft Circle in Pagosa Springs, CO for the What'SUP Triathlon August 19th, 2023. The Sheriff has been notified of this event. The proper fees were collected. The premises was posted for the required ten (10) days prior to the event. Staff recommends approval of this Special Event Permit.

Presenter Ashley Springer
Presenter's Title Administrative Assistant

Documents:

[WHATSUP.PDF](#)

B. **Consideration And Approval Of A Special Events Permit For Aspire Medical Services Barn Bash**

This is an application for a Special Events Permit for Aspire Medical Services and Education to sell Malt, Vinous and Spiritous Liquor at 11044 US HWY 84 in Pagosa Springs, CO for the Barn Bash on August 25th, 2023. The Sheriff has been notified of this event. The proper fees were collected. The premises was posted for the required ten (10) days prior to the event. Staff recommends approval of this Special Event Permit.

Presenter Ashley Springer
Presenter's Title Administrative Assistant

Documents:

[ASPIRE BARN BASH.PDF](#)

CONSENT AGENDA BY BOCC/LIQUOR BOARD

A. **Consideration And Approval Of A Bed & Breakfast Permit Renewal For Elkwood Manor Pagosa Springs Inc. Db a Elkwood Manor Bed & Breakfast**

This is a renewal of a Bed & Breakfast liquor permit for Elkwood Manor Pagosa Springs, Inc. dba Elkwood Manor Bed & Breakfast located at 85 Easy Street 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 permit renewal. Responsible Staff: Mary Helminski, Liquor Licensing Agent.

Documents:

[ELKWOOD MANOR RENEWAL.PDF](#)

CONSENT AGENDA

A. PAYABLE WARRANTS AND PURCHASE CARDS

August 2, 2023 - August 15, 2023

B. REGULAR MEETING MINUTES

Regular Meeting Minutes - July 18, 2023

Draft of the Regular Meeting Minutes from July 18, 2023 for approval.

Documents:

[07-18-2023R.PDF](#)

Regular Meeting Minutes 08/01/2023

Draft of Regular Meeting Minutes from August 1, 2023 for approval.

Documents:

[08-01-2023R.PDF](#)

C. SPECIAL MEETING MINUTES

Special Meeting Minutes 07/24/2023

Draft of Special Meeting Minutes from July 24, 2023 for approval.

Documents:

[07-24-2023 CBOE.PDF](#)

Special Meeting Minutes 07/25/2023

Draft of Special Meeting Minutes from July 25, 2023 for Approval.

Documents:

[07-25-2023 CBOE.PDF](#)

Special Meeting Minutes 07/26/2023

Draft of Special Meeting Minutes from July 26, 2023 for approval.

Documents:

[07-26-2023 CBOE.PDF](#)

Special Meeting Minutes 07/27/2023

Draft of Special Meeting Minutes from July 27, 2023 for approval.

Documents:

[07-27-2023 CBOE.PDF](#)

Special Meeting Minutes 07/28/2023

Draft of Special Meeting Minutes from July 28, 2023 for approval.

Documents:

[07-28-2023 CBOE.PDF](#)

Special Meeting Minutes 07/31/2023

Draft of Special Meeting Minutes from July 31, 2023 for approval.

Documents:

[07-31-2023 CBOE.PDF](#)

Special Meeting Minutes 08/01/2023

Draft of Special Meeting Minutes from August 1, 2023 for approval.

Documents:

[08-01-2023 CBOE.PDF](#)

Special Meeting Minutes 08/02/2023

Draft of Special Meeting Minutes from August 2, 2023 for approval.

Documents:

[08-02-2023 CBOE.PDF](#)

Special Meeting Minutes 08/03/2023

Draft of Special Meeting Minutes from August 3, 2023 for approval.

Documents:

[08-03-2023 CBOE.PDF](#)

Special Meeting Minutes 08/04/2023

Draft of Special Meeting Minutes from August 4, 2023 for approval.

Documents:

[08-04-2023 CBOE.PDF](#)

Special Meeting Minutes 08/07/2023

Draft of Special Meeting Minutes from August 7, 2023 for approval.

Documents:

[08-07-2023 CBOE.PDF](#)

D. Consideration Of Resolution 2023-____ To Consolidate 2 Lots Into 1 Lot In Lake Hatcher Park, Owned By 31 Birch Bay CT, LLC

This request it to consider a Resolution authorizing the consolidation of Lots 160 and 161 of Lake Hatcher Park, to become Lot 160X, owned by 31 Birch Bay CT, LLC. The impact to the county

budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff: Stephen Slade, Planner.

Documents:

[LOT CONSOLIDATE RESOLUTION, PLN23-132, 31 BIRCH BAY CT, LLC.DOCX](#)

E. Consideration Of Resolution 2023-____ To Consolidate 2 Lots Into 1 Lot In Pagosa Trails, Owned By Casey Dwayne Box

This request it to consider a Resolution authorizing the consolidation of Lots 400 and 401 of Pagosa Trails, to become Lot 400X, owned by Casey Dwayne Box. The impact to the county budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff Stephen Slade, Planner.

Documents:

[LOT CONSOLIDATE RESOLUTION, PLN23-128, CASEY DWAYNE BOX.DOCX](#)

F. Consideration Of Resolution 2023-____ To Consolidate 2 Lots Into 1 Lot In The Reserve At Pagosa Peak Phase Four, Owned By Peak View, LLC, A Texas Limited Liability Company

This request it to consider a Resolution authorizing the consolidation of Lots 104 and 105 of The Reserve at Pagosa Peak Phase Four, to become Lot 104X, owned by Peak View, LLC, a Texas limited liability company. The impact to the county budget includes fees paid per the County Fee Schedule, generally balanced by a reduction in property taxes. This consolidation has been reviewed and is recommended for approval. Responsible Staff: Stephen Slade, Planner.

Documents:

[LOT CONSOLIDATE RESOLUTION, PEAK VIEW, LLC, A TEXAS LIMITED LIABILITY COMPANY, PLN23-135.DOCX](#)

G. Consideration And Approval Of An Intergovernmental Agreement With Archuleta School District 50 JT

Approval of Intergovernmental Agreement between Archuleta County Clerk & Recorder and Archuleta School District 50 JT regarding the conduct and administration of the November 7th, 2023 Coordinated Election.

Presenter

Presenter's Title

Documents:

[2023 - ARCHULETA SCHOOL DISTRICT 50 JT IGA_SIGNED.PDF](#)

H. Consideration And Approval Of An Intergovernmental Agreement With Ignacio School District 11 JT

Approval of Intergovernmental Agreement between Archuleta County Clerk & Recorder and Ignacio School District 11 -JT regarding the conduct and administration of the November 7, 2023 Coordinated Election.

Presenter
Presenter's Title

Documents:

[2023 - IGNACIO SCHOOL DISTRICT 11-JT IGA_SIGNED.PDF](#)

I. Consideration And Approval Of An Intergovernmental Agreement With Bayfield School District 10 JT-R

Approval of Intergovernmental Agreement between Archuleta County Clerk & Recorder and Bayfield School District 10 JT-R regarding the conduct and administration of the November 7, 2023 Coordinated Election.

Presenter
Presenter's Title

Documents:

[ARCHULETA IGA 2023 - SIGNED.PDF](#)

J. Consideration And Approval Of An Intergovernmental Agreement With Upper Pine River Fire Protection District

Intergovernmental Agreement between Archuleta County Clerk & Recorder and Upper Pine River Fire Protection District regarding the conduct and administration of the November 7, 2023 Coordinated Election.

Presenter

Documents:

[ARCHULETA 2023 - UPRFPD \(IGA\) SIGNED.PDF](#)

K. Ratification Of The Chairman's Signature On A Letter Of Support For The PROTECT Grant Program

At their work session on August 8, 2023, the Board of County Commissioners were presented with a request to sign a letter to the U.S. Department of Transportation giving their support of an application to the 2022 and 2023 Promoting Resilient Operations for Transformative, Efficient & Cost-Saving Transportation (PROTECT) for grant funding for design and engineering costs related to the lower County Road 500 slough area. The Chairman signed this letter of support on August 8, 2023.

Presenter
Presenter's Title

Documents:

[PROTECT GRANT LETTER OF SUPPORT.PDF](#)

L. Ratification Of The Chairman's Signature On A Letter Of Support For The Rural & Tribal Assistance Pilot Program

At their work session on August 8, 2023, the Board of County Commissioners were presented with a request to sign a letter to the U.S. Department of Transportation giving their support of an application to the 2022 and 2023 Rural & Tribal Assistance Pilot Program for grant funding for road improvement

work on County Road 500. The Chairman signed this letter of support on August 8, 2023.

Presenter
Presenter's Title

Documents:

[RURAL AND TRIBAL ASSISTANCE GRANT LETTER OF SUPPORT.PDF](#)

OLD BUSINESS

A. **Consideration And Determination Of Moving Forward With Auction Of County-Owned Lots**

There are approximately 35 vacant lots in the Trails Subdivision that are currently being auctioned through [GOVDEALS.COM](#). The auction is scheduled to end on August 15, 2023 at 5pm. Minimum reserve amounts for each parcel were determined by calculating the average sales price per acre over the past two years (approximately \$90,000 per acre) and adjusting if the parcels had electric connections on the parcel or nearby and whether the parcel was on a developed county road or not. At the time of publication of this agenda, none of the lots have received a bid that meets or exceeds the minimum reserve amount. This agenda item is for the Board of County Commissioners to decide whether to continue the auction for another four or more weeks, let the auction end and attempt to auction the lots again at a later date, or to lower the reserve amounts.

Presenter Todd Weaver
Presenter's Title County Attorney

NEW BUSINESS

A. **Consideration And Approval Of An Intergovernmental Agreement With Costilla County Regarding The Housing Of Costilla County Inmates At The Archuleta County Detention Center**

This new Intergovernmental Agreement with Costilla County provides the terms for housing Costilla County inmates in the Archuleta County Detention Center.

Presenter Mike Le Roux and Robert Hill
Presenter's Title Archuleta County Sheriff and Undersheriff

Documents:

[COSTILLA COUNTY IGA.PDF](#)

B. **Consideration And Approval Of Changing The Archuleta County Domain From .Org To .Gov**

During election time, there are many websites that are created with misinformation. The state is encouraging all 64 Colorado counties to update their domain to .gov. There is a large process to gaining a .gov domain. It is a trusted and verified source by the state and nation. By changing Archuleta County's domain from .org to .gov, the county will be able to discredit any information that does not come from a .gov site. The IT Department will update the county website, staff email addresses and anything else related to this change from .org to .gov. This letter is the first step to being a verified government source and obtaining a .gov domain.

Presenter Gabe Cersonsky

Presenter's Title IT Coordinator

Documents:

[AUTHORIZATION LETTER FOR .GOV.PDF](#)

C. Consideration And Approval Of A Letter Of Support For Upper San Juan Health Service District Grant Application

This letter to the Department of Local Affairs provides the Board of County Commissioners' support of the Pagosa Springs Medical Center's grant application for oxygen generation equipment.

Presenter Derek Woodman

Presenter's Title County Manager

Documents:

[LETTER OF SUPPORT - DOLA EIFE GRANT.DOCX](#)

D. Consideration And Approval Of Letters Of Opposition Of National Telecommunications And Information Administration Letter Of Credit Requirement

These letters to Senators Hickenlooper and Bennet and Congresswoman Boebert provides the Board of County Commissioners' opposition to a requirement set by the NTIA for a letter of credit in relation to the Broadband Equity Access and Deployment funding.

Presenter Todd Weaver

Presenter's Title County Attorney

Documents:

[LETTER OF OPPOSITION - NTIA LTR OF CREDIT - HICKENLOOPER.PDF](#)

[LETTER OF OPPOSITION - NTIA LTR OF CREDIT - BENNET.PDF](#)

[LETTER OF OPPOSITION - NTIA LTR OF CREDIT - BOEBERT.PDF](#)

E. Introduction And First Reading Of Ordinance ____-2023 For The Control Of Dogs And Other Pet Animals In The Unincorporated Area Of Archuleta County

This first reading will be followed by publication in The Pagosa Sun and a public hearing for the 2nd reading (scheduled for September 19, 2023).

Presenter Mike Le Roux

Presenter's Title Archuleta County Sheriff

Documents:

[ORDINANCE FOR CONTROL OF DOGS 2023.1ST READING.PDF](#)

F. Consideration Of Resolution 2023-____ Revising And Establishing Boundaries For The Archuleta County Commissioners' Districts Based On The United States 2020 Federal Census

Pursuant to C.R.S. 30-10-306(1), the Board of County Commissioners' districts are required to be

divided into three compact districts based on the most recent federal census. In accordance with the statute, a public hearing was held on July 5, 2023 following proper public notice and the county website provided citizens to post public comments for or against the proposed redistricting. There have been three comments provided and they are attached to this agenda item.

Presenter Kristy Archuleta
Presenter's Title County Clerk & Recorder

Documents:

[RESOLUTION REVISING BOUNDARIES OF COMMISSIONERS DISTRICTS.PDF](#)
[REDISTRICTING - PUBLIC COMMENTS.PDF](#)

G. Consideration And Approval Of Development Of New County Administration Building

At their work sessions on June 20th and August 15th, the Board of County Commissioners were shown initial design plans for a new county administration building to be built in Harman Park by developer Wesley Properties LLC and leased back to the county. This agenda item is for the BoCC to decide whether to move forward on the developer's construction plans.

Presenter Derek Woodman
Presenter's Title County Manager

Documents:

[ARCHULETA COUNTY ADMINISTRATION BUILDING_LOI PROPOSAL.PDF](#)

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.