



**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 SEPTEMBER 5, 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. Department Of Human Services - 2nd Quarter 2023 Report**

This is the report for the 2nd Quarter of 2023 for the County Department of Human Services.

Presenter Isabel Vita  
Presenter's Title Director, Archuleta County Department of Human Services

Documents:

[ACDHS 2ND QUARTER REPORT 2023.PDF](#)

## BOARD OF HEALTH

### A. Consideration And Approval Of Colorado Department Of Public Health And Environment Master Task Order

The Master Task Order is the overarching contract that allows the Public Health Department to receive funds from programs through CDPHE. This is the first step in finalizing scopes of work and funding.

Presenter Ashley Wilson  
Presenter's Title Public Health Director

Documents:

[MASTER AGREEMENT.PDF](#)

### B. Consideration And Approval Of Disbanding The Transitional Advisory And The Transitional Oversight Committees

The County Public Health Department Transitional Advisory Committee ("TAC") was formed to research programs that San Juan Basin Public Health currently offers to the citizens of Archuleta County and to recommend to the County Board of Health the programs that are statutorily required and other programs that the Committee felt would best benefit the community when the department opens in January 2024. The Internal Oversight Committee ("TOC") was formed to oversee the TAC and to assist where needed. The TAC recommendations were provided to the Board of Health who accepted them at their regular meeting on August 1, 2023. With their mission completed, the TAC voted on August 16, 2023 to recommend that the Board of Health disband the Committee and signed a mutual resignation memo stating such. The TOC signed a similar recommendation letter on August 25, 2023.

Presenter Derek Woodman  
Presenter's Title County Manager

Documents:

[TAC RESIGNATION.PDF](#)  
[TOC DISBAND.PDF](#)

## BOARD OF EQUALIZATION

### A. Consideration And Approval Of A Letter Of Authorization For Property Tax Valuation Appeals

Following the County Board of Equalization ("CBOE") hearings in July and August, petitioners had thirty days to pursue further appeals to the Board of Assessment Appeals, the District Court or through Binding Arbitration. The CBOE has received notice of at least eleven appeals to date. This agenda item is for the CBOE to authorize the County Attorney, Todd Weaver, to represent the CBOE

at the hearings and to execute any possible stipulations on its behalf.

Presenter                    Todd Weaver  
Presenter's Title         County Attorney

Documents:

[LETTER OF AGENCY - CBOE.PDF](#)

## **LAND USE REGULATION HEARING**

### **A. Public Hearing For Final Plat Review And Approval Of Pagosa Meadows Unit 4 Amendment 2023-01 (PLN23-150)**

Paul Thomas and Eric Ford have applied for Approval of (PLN23-150) the Pagosa Meadows Unit Four Amendment 2023-01, Final Plat. The purpose of this action is to divide the approximately 13.8-acre lot at 1097 Buttress Ave into two lots of approximately 6.94 acres each. The existing parcel is zoned Planned Unit Development (PUD).

The petition was previously reviewed at the Planning Commission Meeting on August 23, 2023.

Presenter                    Pamela Flowers  
Presenter's Title         Development Director

Documents:

[23-150, PAGOSA MEADOWS UNIT 4 AMEND 2023-01 FINAL PLAT, BOCC STAFF REPORT, 230829.PDF](#)

### **B. Public Meeting For And MLLA Final Plat Review And Approval Of Aspen Springs Subdivision No 6 Amendment 2023-01 (PLN23-061)**

Tanya & John Thibodeaux and Mark Marple have applied for Approval of (PLN23-061) the Aspen Springs Subdivision No. 6 Amendment 2023-01 Final Plat, being a Minor Lot Line Adjustment of Lot 392 and Lot 394X2, Creating Lot 392Z and Lot 394X2Z, at 1562 and 1624 Doc Adams Pl. The purpose of this action is to resolve an existing structural encroachment.

The petition was previously reviewed at the Planning Commission Meeting on August 23, 2023.

Presenter                    Pamela Flowers  
Presenter's Title         Development Director

Documents:

[23-061, BOCC STAFF REPORT, AS SUB NO 6 AMND 2023-01, MLLA FINAL PLAT, 230829.PDF](#)

## **LIQUOR BOARD**

### **A. Consideration And Approval Of A Special Events Permit For Pagosa Lakes Property Owners Association A Tribute To Patsy Cline**

This is an application for a Special Events Permit for Pagosa Lakes Property Owners Association to sell Malt, Vinous and Spiritous Liquor at 45 Eagles Loft Circle in Pagosa Springs, CO for A Tribute to Patsy Cline on September 16th, 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:

[PLPOA.PDF](#)

## **CONSENT AGENDA**

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

**August 16, 2023 - September 5, 2023**

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

**Regular Meeting Minutes 08/15/2023**

Draft of Regular Meeting Minutes from August 15, 2023 for approval.

Documents:

[08-15-2023R.PDF](#)

### **C. Consideration Of Resolution 2023-\_\_\_\_ To Consolidate 2 Lots Into 1 Lot In San Juan Resort Subdivision Unit No. 2, Owned By Strom Family Revocable Trust**

This request it to consider a Resolution authorizing the consolidation of Lots 89 and 90 of San Juan Resort Subdivision Unit No. 2, to become Lot 90X, owned by Strom Family Revocable Trust. 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: Owen O'Dell, Planning Manager.

Documents:

[LOT CONSOLIDATE RESOLUTION, STROM FAMILY REVOCABLE TRUST, PLN23-145.DOCX](#)

### **D. Consideration And Approval Of Assignment Of Hangar Ground Lease For Hangar 500-F**

This Assignment of Hangar Ground Lease assigns all rights, title and interest in Hangar Site 500 F from Rotors West Inc. to Kenneth J. Tooker and Brenda F. Anderson. Staff recommends approval of this assignment. Responsible Staff: Chris Torres, Airport Manager.

Documents:

[HANGAR GROUND LEASE ASSIGNMENT.PDF](#)

### **E. Consideration And Approval Of Division Order For Morningstar Operating LLC**

This Division Order confirms Archuleta County's ownership interest in the North Carracas 32-4-7F5 and 32-4-7F6 gas lines.

Documents:

**F. Ratification Of The Chairman's Signature On A Letter Of Support For The Energy Efficiency And Conservation Block Grant**

This letter provides the Board of County Commissioners' support for Four Corners Office for Resource Efficiency's application to the Energy Efficiency and Conservation Block Grant. The Chairman signed this letter on August 17, 2023.

Documents:

[LETTER OF SUPPORT - EECBG.PDF](#)

**G. Ratification Of The Chairman's Signature On A Letter Of Opposition To The Secretary Of Commerce Regarding The Letter Of Credit Requirement For BEAD**

At their regular meeting on August 15, 2023, the Board of County Commissioners signed three letters of opposition to Archuleta County's congressional representatives regarding the letter of credit requirement on the BEAD grant application. This letter provides the same opposition to the Department of Commerce and was jointly signed by multiple stakeholders throughout Colorado. The Chairman digitally signed this letter on August 17, 2023.

Documents:

[DEPT OF COMMERCE - BEAD.PDF](#)

**H. Ratification Of The Chairman's Signature On A Letter Of Support For The Community Development Corporation's Application For CBDO Certification**

This letter provides the Board of County Commissioners' support for the Pagosa Springs' Community Development Corporation's application to be certified as a Community-Based Development Organization. The Chairman signed this letter on August 28, 2023.

Documents:

[CDBO LETTER OF SUPPORT.PDF](#)

**OLD BUSINESS**

**A. Consideration And Approval Of Quit Claim Deed For Community Development Corporation**

At their regular meeting on May 16, 2023, the Board of County Commissioners (the "BoCC") approved donating a vacant land parcel at 50 Home Court owned by the County to the Community Development Corporation. This quit claim deed finalizes that donation.

Presenter	Todd Weaver
Presenter's Title	County Attorney

Documents:

[QUIT CLAIM DEED - 50 HOME COURT.PDF](#)

**B. Consideration And Approval Of Letter To Terminate FCI Constructors Inc. For Construction Of Transit Facility**

After receiving four proposals for the construction management/general contractor contract for construction of the new transit facility, the Board of County Commissioners awarded the contract to the highest scorer, FCI Constructors, Inc. at their regular meeting on July 5, 2023. Despite knowing the maximum amount to build was capped at \$4.7 million, FCI provided an initial estimate of \$5.6 million and said they'd need to make many design and/or engineering changes in order to bring it down to the

\$4.7 million cap. This agenda item is to terminate the contract with FCI Constructors, Inc.

Presenter Kevin Bruce  
Presenter's Title Transportation Coordinator

Documents:

[TERMINATION LETTER - FCI.DOCX](#)

## **NEW BUSINESS**

### **A. Consideration And Selection Of Contractor For Archuleta County Bus Transit Facility**

The Transportation Department solicited proposals for a Construction Management/General Contractor for the new bus transit facility and four bids were received. The highest scorer, after being awarded the contract, came back with an estimate far higher than the maximum amount of \$4.7 million. The second highest scorer, Building By Design, has stated they can build the facility for no more than the maximum amount of \$4.7 million. This agenda item is to award the contract to Building By Design.

Presenter Kevin Bruce  
Presenter's Title Transportation Coordinator

Documents:

[BUS FACILITY CONSTRUCTION PROJECT.PDF](#)

### **B. Consideration And Approval Of Reimbursement For Trenching & Backfilling In Chris Mountain Village**

This agenda item is for the approval of a disbursement in the amount of \$42,800.00 from the Fairfield Settlement Fund to reimburse Tim Brown Construction for trenching and backfilling electrical service for sixteen (16) lots in Chris Mountain Village 2.

Presenter Todd Weaver  
Presenter's Title County Attorney

Documents:

[TIM BROWN TRENCHING REIMBURSEMENT.PDF](#)

### **C. 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. It's a long and involved process to obtain a .gov domain as 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. This agenda item was tabled at the August 15, 2023 regular meeting as the Commissioners had some specific questions which are addressed in the attached email from the IT Director.

Presenter Derek Woodman

Presenter's Title      County Manager

Documents:

[DOMAIN CHANGE AUTHORIZATION LETTER.PDF](#)

[DOMAIN NAME CHANGE.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.