

**ARCHULETA COUNTY PROCEEDINGS
BOARD OF COUNTY COMMISSIONERS**

The Board of County Commissioners held a Regular Meeting on August 15, 2023, noting County Commissioners Ronnie Maez and Warren Brown, County Manager Derek Woodman, County Attorney Todd Weaver and County Clerk and Recorder Kristy Archuleta present. Commissioner Veronica Medina was present via Zoom.

Chairman Maez called the meeting to order at 1:31 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. Derek Woodman, County Manager, removed the July 18, 2023 Minutes from the Agenda. **Commissioner Brown moved to approve the agenda removing the July 18, 2023 Minutes from the Consent Agenda. Commissioner Medina seconded the motion and it carried unanimously.**

Public Comments

There were none.

Reports

A. Archuleta County Financial Report for 2nd Quarter 2023

Chad Eaton, Finance Director, presented the financial report for the 2nd Quarter of 2023 for Archuleta County.

Chairman Maez recessed the Regular Meeting and convened the Board of Equalization at 1:40 p.m.

Board of Equalization

A. Consideration and Approval of Correction to Stipulation #2

Mary Helminski, Executive Assistant/Paralegal, stated 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.

Commissioner Medina moved to correct Stipulations #2 for Parcel #588731101024 for owner Betty Rhea Lee to have an NOD value of \$664,910 and a stipulated value of \$534,045 as presented. Commissioner Brown seconded the motion and it carried unanimously.

Chairman Maez adjourned the Board of Equalization and convened the Local Licensing Authority at 1:42 p.m.

Local Licensing Authority

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

A. Consideration and Approval of a Retail Center License Renewal for HGS, LLC dba High Grade Specialists

Mary Helminski, Executive Assistant/Paralegal, presented 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, CO. There were no changes to the renewal. The application was complete and the proper fees had been paid. The Fire District, Sheriff's Office and County Building Department had all completed their inspections and found no issues. **Commissioner Brown moved to approve the renewal of a Retail Marijuana Center License for HGS, LLC as presented. Commissioner Medina seconded the motion and it carried unanimously.**

B. Consideration and Approval of a Retail Optional Premises Cultivation License Renewal for HGS, LLC dba High Grade Specialists

Mary Helminski, Executive Assistant/Paralegal, presented 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, CO. There were no changes to the renewal. The application was complete and the proper fees had been paid. The Fire District, Sheriff's Office and County Building Department had all completed their inspections and found no issues. **Commissioner Medina moved to approve the renewal of a Retail Optional Premises Cultivation Center License for HGS, LLC as presented. Commissioner Brown seconded the motion and it carried unanimously.**

Chairman Maez adjourned the Local Licensing Authority and convened the Liquor Board at 1:44 p.m.

Liquor Board

Chairman Maez swore in Ashley Springer, Administrative Assistant, for testimony.

A. Consideration and Approval of a Special Events Permit for Pagosa Lakes Property Owners Association What'SUP Triathlon

Ashley Springer, Administrative Assistant, presented 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 the What'SUP Triathlon August 19th, 2023. The Sheriff had been notified of this event. The proper fees were collected and the premises was posted for the required ten days prior to the event. **Commissioner Brown moved to approve a Special Events Permit for Pagosa Lakes Property Owners Association for their event on August 19, 2023 as presented. Commissioner Medina seconded the motion and it carried unanimously.**

B. Consideration and Approval of a Special Events Permit for Aspire Medical Services Barn Bash

Ashley Springer, Administrative Assistant, presented an application for a Special Events Permit for Aspire Medical Services and Education to sell Malt, Vinous and Spiritous Liquor at 11044 Hwy 84 in Pagosa Springs, CO for the Barn Bash on August 25th, 2023. The Sheriff had been notified of this event. The proper fees were collected and the premises was posted for the required ten days prior to the event. **Commissioner Medina moved to approve a Special Events Permit for Aspire Medical Services and Education for the fundraiser on August 25, 2023 as presented. Commissioner Brown seconded the motion and it carried unanimously.**

Liquor Board Consent Agenda

A. Consideration and Approval of a Bed & Breakfast Permit Renewal for Elkwood Manor Pagosa Springs, Inc. dba Elkwood Manor Bed & Breakfast

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

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

Chairman Maez adjourned the Liquor Board and reconvened the Regular Meeting at 1:47 p.m.

Consent Agenda

A. Payable Warrants and Purchase Cards

Payable Warrants for dates of AUG 1, 2023-AUG 15, 2023	
General Fund Payable	\$ 391,992.08
Road and Bridge Fund Payable	\$ 500,520.74
Department of Human Services Fund Payable	\$ 28,144.25
Public Health	\$ 3,234.64
1A Fund	\$ 125.00
All Combined Dispatch Fund Payable	\$ 10,834.32
Conservation Trust	\$ -
Justice System Capital Fund	\$ -
Solid Waste Fund Payable	\$ 122,890.15
Airport Fund Payable	\$ 15,146.69
Fleet Fund Payable	\$ 192,430.14
Total	\$ 1,265,318.01

Payable Wire Transfers for dates of AUG 1 2023 - AUG 15 2023	
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	\$ -
Payable Purchase Card Items for dates of AUG 1 2023-AUG 15 2023	
General Fund Payable	
Road and Bridge Fund Payable	
Department of Human Services Fund Payable	
Public Health	
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. Regular Meeting Minutes
August 01, 2023
- C. Special Meeting
July 24, 2023
July 25, 2023
July 26, 2023
July 27, 2023
July 28, 2023
July 31, 2023
August 1, 2023
August 2, 2023
August 3, 2023
August 4, 2023
August 7, 2023
- D. Consideration of Resolution 2023-96 Lot Consolidation in Lake Hatcher Park, Owned by 31 Birch Bay CT, LLC
- E. Consideration of Resolution 2023-97 Lot Consolidation in Pagosa Trails, Owned by Casey Dwayne Box
- F. Consideration of Resolution 2023-98 Lot Consolidation in The Reserve at Pagosa Peak

- Phase Four, Owned by Peak View, LLC, a Texas Limited Liability Company
- G. Consideration and Approval of an Intergovernmental Agreement with Archuleta School District 50JT
 - H. Consideration and Approval of an Intergovernmental Agreement with Ignacio School District 11JT
 - I. Consideration and Approval of an Intergovernmental Agreement with Bayfield School District 10JT-R
 - J. Consideration and Approval of an Intergovernmental Agreement with Upper Pine River Fire Protection District
 - K. Ratification of the Chairman's Signature on a Letter of Support for The PROTECT Grant Program
 - L. Ratification of the Chairman's Signature on a Letter of Support for the Rural & Tribal Assistance Pilot Program

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

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

Old Business

A. Consideration and Determination of Moving Forward with Auction of County-Owned Lots

Todd Weaver, County Attorney, stated there are approximately 35 vacant lots in the Trails Subdivision that are currently being auctioned through GOVDEALS.COM. The auction was scheduled to end on August 15, 2023 at 5:00 p.m. 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 nearby and whether the parcel was on a developed county road or not. At the time of publication of the agenda, none of the lots had received any bids that met or exceeded the minimum reserve amount. This item was 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 amount. **Commissioner moved to allow the auction period for the county-owned parcels currently on GovDeals.com to extend for an additional four weeks as presented. Commissioner Medina amended her motion to extend until September 12, 2023 as presented. Commissioner Brown seconded the motion and it carried unanimously.**

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

Mike LeRoux, County Sheriff, presented a new Intergovernmental Agreement with Costilla County providing the terms for housing Costilla County inmates in the Archuleta County Detention Center. **Commissioner Brown moved to approve an Intergovernmental Agreement with Costilla County regarding the housing of Cotilla County inmates at the Archuleta County Detention Center as presented. Commissioner Medina seconded the motion and it carried unanimously.**

B. Consideration and Approval of Changing the Archuleta County Domain from .org to .gov

Gabe Cersonsky, IT Coordinator, stated during election time, there are many websites that are created with misinformation. The state was encouraging all 64 Colorado counties to update their domain to .gov. There was 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 would be able to discredit any information that does not come from a .gov site. The IT Department would update the county website, staff email addresses and anything else related to this change from .org to .gov. This letter was the first step to being a verified government source and obtaining a .gov domain. **Commissioner Medina moved to table this decision until the next meeting of September 5, 2023. Commissioner Brown seconded the motion and it carried unanimously.**

C. Consideration and Approval of a Letter of Support for Upper San Juan Health Service District Grant Application

Derek Woodman, County Manager, stated 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. **Commissioner Brown moved to approve a letter to the Department of Local Affairs supporting the Upper San Juan Health Service Districts' grant application to the Energy & Mineral Impact Assistance Funds Grant as presented. Commissioner Medina seconded the motion and it carried unanimously.**

D. Consideration and Approval of Letters of Opposition of National Telecommunications and Information Administration Letter of Credit Requirement

Todd Weaver, County Attorney, stated these letters to Senators Hickenlooper and Bennett and Congresswoman Boebert provided 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. **Commissioner Medina moved to approve letters to Senators Hickenlooper and Bennet and Congresswoman Boebert opposing the current requirement by the NTIA for a letter credit in relation to the Broadband Equity Access and Deployment funding as presented. Commissioner Brown seconded the motion and it carried unanimously.**

E. Introduction and First Reading of Ordinance 23-2023 for the Control of Dogs and Other Pet Animals in the Unincorporated Area of Archuleta County

Mike LeRoux, County Sheriff, read the first reading of this ordinance stated it would be published in The Pagosa Sun. A public hearing for the 2nd reading was scheduled for September 19, 2023. **Commissioner Brown moved to accept the first reading of Ordinance 23-2023 for the control of dogs and other pet animals in unincorporated area of Archuleta County and order the ordinance to be published in one edition of The Pagosa Sun prior to the second reading scheduled for September 19, 2023 as presented. Commissioner Medina seconded the motion and it carried unanimously.**

F. Consideration of Resolution 2023-99 Revising and Establishing Boundaries for the Archuleta County Commissioners' Districts Based on the United States 2020 Federal Census

Kristy Archuleta, County Clerk & Recorder, stated pursuant to C.R.S. 30-10-306(1), the Board of County Commissioners' districts were required to be divided into three compact districts based on the most recent federal census. In accordance with state 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 will be available with approved minutes from today. **Commissioner Medina moved to adopt Resolution 2023-99 revising and establishing boundaries for the Archuleta County Commissioners' districts based on the United States 2020 Federal Census as presented. Commissioner Brown seconded the motion and it carried unanimously.**

G. Consideration and Approval of Development of New County Administration Building

Derek Woodman, County Manager, stated at their work sessions on June 20, 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 item was for the Board to decide whether to move forward on the developer's construction plans. **Commissioner Brown moved to direct staff to move forward with negotiations with the developer on construction of a new county administration building in Harman Park and begin negotiations with Section 8 insert the sentence that reads in the event the lease described in this letter of intent is not executed by both parties within 90 days after submitted to landlord/tenant and then this letter of intent shall have not further course and effect and neither party should have any obligation under it. Commissioner Medina seconded the motion and it carried unanimously.**

Commissioner Comments

There were none.

With no further business coming before the Board, the meeting adjourned at 2:50 p.m.

Kristy Archuleta
Archuleta County Clerk & Recorder

Approved this 5th day of September 2023.

Ronnie Maez, Chairman