

**ELBERT COUNTY, COLORADO**  
**BOARD OF COUNTY COMMISSIONERS MEETING AGENDA**

Regular Meeting Held in the BOCC Meeting Room  
 June 27th, 2018 at 9:00 A.M.

**WE VALUE**

- *Honesty, integrity and respect for the rights of all individuals*
- *Quality service to all*
- *Respect for our culture and history*
- *Clear communication and transparency*
- *Efficiency & fiscal responsibility*
- *Recognition of employee and citizen contributions*
- *Partnerships and collaborations*
- *Planning for the future*
- *Cooperative leadership and professional development*

***VISION: Elbert County is recognized by our citizens and employees as the best place to live, work, and conduct business in Colorado; led in a responsive, effective, transparent, and professional manner.***

- A. CALL TO ORDER AND ROLL CALL: 9:01 AM Commissioner Willcox – Here, Commissioner Richardson – Here, Commissioner Thayer - Here**
- B. INVOCATION/PLEDGE OF ALLEGIANCE: Roger Miller, Elbert Christian Church**
- C. APPROVAL OF AGENDA**

Motion: Approval of Agenda

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

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- D. CONSENT AGENDA:**
1. Approval of Vouchers as needed
  2. Acknowledgement of Variance Reports

Motion: Approval of Consent Agenda

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

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**E. ELECTED OFFICIALS/DEPARTMENT HEADS/STAFF REPORTS**

Sam Albrecht, County Manager, reported the following:

- CDS Director starts on July 16.
- Peddle to Plains is coming up. Meetings have taken place in preparation.
- Meet and greet that with USDA rural development this afternoon.
- Advertising for Code enforcement officer. This will be under the CDS Department.
- There is a meeting tonight on County Rd 178.
- Kiowa has invited the Commissioners to have a joint meeting. They are looking at July 24<sup>th</sup>.

Justin Klassen, Director Of Administration

Mr. Klassen announced that there will be a work session with RubinBrown, the auditors, tomorrow (June 28).

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Bart Greer, County Attorney

He gave an update on pending litigation, in regards to Library Board. There is an IGA in place and satisfactory to everyone involve. The litigation in regards to that issue has been settled.

Dallas Schroeder, Elbert County Clerk & Recorder

Mr. Schroeder gave an update on the Primary Election. Currently, there is an 8-vote margin between Commissioner candidates. This was at the end of the night, election night. He explained the next steps in the process, which will include tabulating the final ballots received, conducting the Audit, conducting the Canvass to certify the election, and then most likely, on to a recount. He praised staff and the judges for a job well done. As of last night, the election was 100% balanced.

**F. OPEN PUBLIC COMMENT (See Note 1)**

Susan St Vincent, 1950 Legacy Trail, Elizabeth

Ms. St. Vincent is the President Of Library Board came to discuss the Press Release on the settlement of the Library Board litigation. She pointed out what she thought were errors in the press relief and outlined various conversations. She outlined a conversation that she had with Commissioner Willcox. She also outlined a conversation with Commissioner Thayer. She relayed why she disagreed with the press release and why she thought the statements made in the press release were not accurate. The Library Board is pleased the litigation is over and she is disappointed at the press release.

Commissioner Thayer commented that the lawsuit was childish and accomplished nothing and the settlement and policy were essentially the same. The question was in the appointment and ratification process. He outlined some of the questions that were brought up with the policy and why it was done. He hopes a good working relationship will be developed in both entities serving the County.

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Commissioner Willcox stated that his statement had to do with financial decisions, and nothing to do with political affiliation. He also said that the first thing that what was going to happen was going to be discussion. It did not happen by either side and his next call was notification of the lawsuit.

Commissioner Richardson stated that the BOCC was waiting on the last addendum on the last year and asked for the documentation of Ms. St. Vincent's appointment from next year.

Rick Brown, Kiowa

Mr. Brown stated he served in the budget committee and stated he knows where the Library is sitting financially. Mr. Willcox had the opportunity to attend the meetings and did not and didn't think the Mr. Willcox should comment on the library's financial position.

**G. DISCUSSION ITEMS:** (See Note 2)

1. Fee Schedule for Building, CDS and Public Works (Sam Albrecht, County Manager)

This has been on the Agenda and let them know that the guidance document that was talked about and that it read more like a policy. This will be out for review, limited to fees around development. This will be presented on July 11. Also looking to centralize the accounting procedure.

2. Citizen Engagement Survey (Sam Albrecht, County Manager)

Mr. Albrecht presented a summary of the Citizens Engagement Survey. It outlined the responses form the survey and hit the high lights of various departments within the County. It also showed the concerns of the citizens and where they would like to see changes made. The presentation is on the website as supporting material for this meeting.

There was a discussion on how to use these results and moving forward with different policies that address citizen's concerns and what the survey will look like in the future.

3. 2019 County Budget Development (Sam Albrecht, County Manager)

Mr. Albrecht stated things are on track for the 2019 budget process. They are in the process of compiling the budget. A mid-year budget review will take place after June is closed.

4. Simla Use of Gasoline Filling Facility IGA (Sam Albrecht, County Manager)

Mr. Albrecht stated the town of Simla asked to uses the fuel tanks just like Kiowa does here. They asked for the same courtesy.

Motion: Move Discussion Item 4 to Action

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

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Motion: Approve and adopt the Simla Use of Gasoline filing Facility IGA as presented

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	xx		
Willcox			

5. Records Retention Policy (Justin Klassen, Director of Administration)

Mr. Klassen stated he is in the process of making the changes from the Study Session. He hopes to have a new policy drafted by next meeting.

6. SFY '19 – '21 Colorado Works/TANF MOU (Jerri Spear, HHS Director)

Ms. Spear stated this is an agreement between the County and the State. This is required to be in place. It is the same across the state. There has been a lot of negotiation and this MOU is acceptable by both the counties and the state.

Motion: Move Discussion Item #6 to Action Item

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

Motion: Approve the SFY '19 – '21 Colorado Works/TANF MOU

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		

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Willcox	x	
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7. TANF Policies 1-11 (Jerri Spear, HHS Director)

Ms. Spear stated there are 11 policies needed to be approved to continue be in compliance with the TANF program. This allows for the utilization of federal and state funds.

**H. ACTION ITEMS:** (See Note 3)

1. Approval of May 23, 2018 Minutes

Motion: Approval of May 23, 2018 Minutes

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

2. Approval of June 13, 2018 Minutes

Motion: Approval of June 13, 2018 Minutes

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

**I. BOARD PLANNING**

1. Agenda Items for Next Meeting
  - a. Approval of June 27, 2018 Minutes
  - b. Strategic Plan Update
  - c. Budget Update
  - d. GIS Update
2. Workshops/Study Sessions
3. Pending Hearings
  - a. Board of Adjustments to convene on June 28<sup>th</sup>, 9:00 AM

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Recess declared at 10:21 AM

**J. LAND USE HEARINGS 1:07 P.M.** (See Note 4)

1. Burmaster Second Residence Special Use Review (SU-18-0007)

Motion: Open hearing for SU-18-0007 Burmaster Second Residence Special Use Review

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

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Vince Harris (Baseline), on behalf of CDS

Mr. Harris advised this request is to approve a second residence on a twenty acre parcel. Mr. Harris gave a history of the application and referral process as well as the previous dates this has come before the BOCC. Mr. Harris reviewed the location of the property and its zoning. Mr. Harris reviewed second residence specific regulations. The Planning Commission recommended approval with condition on May 1, 2018. Staff and Planning Commission recommend that the BOCC approve SU-18-0007, subject to conditions.

The applicants did not have any comments.

No Public Comment

Motion: Approve SU-18-0007 Burmaster Second Residence Special Use Review

	Moved	2nd	Comments
Richardson		x	
Thayer	x		
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

2. Diede Building Envelope Change

Motion: Open Hearing for PA-17-0038 Deer Creek Ranch Estates Plat Amendment #1

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	

Richardson	x	
Thayer	x	
Willcox	x	



Vince Harris (Baseline), on behalf of CDS

Mr. Harris stated this is a request to approve a plat amendment for a building envelope change on a 5.01 acre lot. This case does not require Planning Commission approval. Approval comes from the BOCC or is done administratively. Mr. Harris provided a review of the request, the property location, and its current zoning. The proposed out building is outside the current building envelope. Mr. Harris reviewed the referral process and advised the proposal was evaluated against the Elbert County Subdivision Regulations. No zoning change will take place. Mr. Harris reviewed the existing building envelope and how it would change. Staff recommends that the BOCC approve PA-17-0038 subject to two conditions. Mr. Harris stated the applicant's HOA would not provide a letter of approval, causing this to come before the BOCC today.

Applicant Quinn Diede gave a history of the HOA. The HOA was inactive, and just became active a few years ago. Mr. Diede stated the HOA indicated they do not have a process to assist with this type of request.

Commissioner Richardson clarified that there is no objection from the HOA.

Applicant responded yes.

Ryan Donnell, 3580 Zane Grey Loop

Mr. Donnell stated he is a neighbor to Mr. Diede and is in support of this change. Mr. Donnell explained that if the applicant put a building within the current building envelope it would not be visually pleasing.

Motion: Approve Deer Creek Ranch Estate PA-17-0038

	Moved	2nd	Comments
Richardson	x		
Thayer		x	
Willcox			
	AYE	NAY	
Richardson	x		
Thayer	x		
Willcox	x		

**ADJOURNMENT**

Motion to adjourn at 1:40 PM

	Moved	2 <sup>nd</sup>	Comments
Richardson	x		
Thayer		X	
Willcox			



	AYE	NAY
Richardson	x	
Thayer	x	
Willcox	x	

**NOTES ON PUBLIC COMMENT:**

**Note 1: General Public Comment** - This portion of the agenda is reserved for citizens who wish to comment to the BOCC on items of county interest that are not scheduled for Discussion or Action. This time will not be used to make political speeches nor will personal attacks be tolerated. Individuals will be limited to one opportunity to speak for a period of up to three minutes during this portion of the agenda.

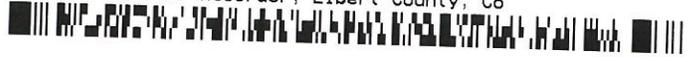
**Note 2: Discussion Items** - This portion of the agenda is intended to introduce items that may require future board action. It allows for shaping of final decisions, and allows for public input to ensure all aspects of the issue are fully considered before decisions are made. After each item, the chair will offer time for public comment limited to three minutes per person.

**Note 3: Action Items** - This portion of the agenda is intended for items requiring a board decision. Prior to taking action, the chair will offer time for any final public input, limited to three minutes per person, prior to a vote.

**Note 4: Land Use Hearings** - Hearings for Land Use Items will be held at 1:00pm on meeting days. If all other agenda items are completed earlier, the chair will recess until this scheduled time. If previous agenda items are not complete by 1:00pm, the land use hearings will be opened and completed before proceeding to any remaining agenda items. Land use hearings will follow the following sequence:

- *Open Land Use Hearing*
- *Staff Presents Application and Recommendation of Planning Commission*
- *Applicant Presents*
- *Public Input on Application (three minutes per person)*
- *BOCC Questions and Discussion*
- *BOCC Decision*
- *Close Land Use Hearing*

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**BOARD OF COUNTY COMMISSIONERS**

**ELBERT COUNTY, COLORADO**

**CHRIS RICHARDSON, Vice-Chair, COMMISSIONER District 1**

**DANNY WILLCOX, Chair, COMMISSIONER District 2**

**GRANT THAYER, COMMISSIONER District 3**

**ATTEST: Dallas Schroeder**

**County Clerk**

BY:



**Clerk to the Board of County Commissioners**