ELBERT COUNTY, COLORADO

BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

Regular Meeting Held in the BOCC Meeting Room
May 24th, 2017 at 9:02 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:

Commissioner Thayer – Here, Commissioner Richardson – Absent, Commissioner Willcox - Here

B. INVOCATION/PLEDGE OF ALLEGIANCE: Pastor Jim Kimbriel, Harvest Bible Church

C. APPROVAL OF AGENDA

Motion: Approval of Agenda as presented

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

D. CONSENT AGENDA:

1. Approval of CDS Mylars as needed
2. Approval of Vouchers as needed
3. Acknowledgement of the April Variance Reports
4. Approval of Rush Creek Farms Development Agreement
5. Rush Creek Wind Financial Assurance and Decommissioning Agreement

Motion: Approval of Consent Agenda

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

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OUR MISSION: Provide essential statutory services and supportive infrastructure to our citizens in a professional, respectful, cost-effective manner while creating a working environment that supports their endeavors, western lifestyle and rights as individuals.

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E. ELECTED OFFICIALS/DEPARTMENT HEADS/STAFF REPORTS

F. OPEN PUBLIC COMMENT (See Note 1)

1. Commissioner Willcox shared that he doesn't believe Ed Ehmann, the County Manager will be returning, and more information will be provided in a future meeting.

2. Shelly Rodie, 601 Coyote Trail, stated zoning confusion needs to be cleaned up before introducing new concepts, and completion of the Comprehensive Plan is needed first to determine if Economic Development Areas Zone (Overlay District) is needed. Stated concern over Independence being outlined in the EDZ presentation given on May 16, 2017 by CDS Director Kyle Fenner given it has pending application and has yet to go to the Planning Commission for approval or denial.

3. Marlene Groves, 33300 Ridge Road, thanked the Road and Bridge Department for all the work they do. Based on feedback given to her from a Road and Bridge employee, she is concerned about operators being called off of the roads to complete other projects. She stated road safety should be number one. In addition, she recently read Elbert County's 10 year old Transportation Study, and advised it states the number one goal is to include funding to fix the roads.

   Commissioner Thayer responded to Ms. Groves' comment stating the county is currently seeking a Public Works leader and is in the process of figuring out the best approach.

4. Jackie Tugwell, 603 Coyote Trail, stated she witnessed the proposed high density cluster development Independence outlined in red on a map displayed in the Economic Development Areas Zone (Overlay District) presentation given by CDS Director Kyle Fenner on May 16, 2017. Ms. Tugwell advised that citizens have been told numerous times that until it has been listed as an official application on the agenda to the Planning Commission and then passed on to the BOCC they cannot mention it, and this should also apply to Elbert County employees. Ms. Tugwell also sited C.R.S 24-68-104.

   Kyle Fenner, CDS Director, responded to Ms. Rodie and Ms. Tugwell's comments stating she did provide an EDZ presentation. The presentation included a slide referencing central water and sewer and the needs a commercial development requires. The slide in the presentation shows a circle around the land being proposed as Independence. Ms. Fenner indicated the presentation shows were we have central sewer and water now, and where we may have it someday.

G. DISCUSSION ITEMS: (See Note 2)

1. Presentation by Centennial Mental Health (Dr. Liz Heckman)

   Centennial Mental Health currently serves 10 counties and is attending a BOCC meeting in each to bring awareness. Dr. Heckman provided a hand out for each commissioner that states: Outpatient Services provide children, adolescents, adults, and the elderly with a variety of therapy options to obtain optimal health and wellbeing. These services include individual, group, and family therapy, crisis and emergency services combined mental health and substance use disorder treatment. Dr. Heckman expressed the need to partner with the BOCC and the community, and requested one Commissioner become a representative. Discussion of this assignment will take place at the next regularly scheduled BOCC meeting.

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2. ~~Presentation by Elizabeth Parks & Recreation (Director Mike Barney)~~
   Mike Barney was not present

3. Establishing a Stabilization Reserve Fund (Treasurer, Rick Pettit)

   County Treasurer Rick Pettit stated the county has received the building permit fees from the Rush Creek Wind Farm project. Ten percent of the total received will be put aside to pay for wind farm inspection fees. All of the money received, must stay in the general fund. Mr. Pettit suggested a $300,000 Contingency Fund be established with all remaining funds being put into the Stabilization Reserve Fund to provide resources to prepare for changes in the economy while keeping operations stable. A resolution will be created to outline restrictions on spending.

   Public Comment:

   Dana Correll, 600 Coyote Trail, suggested some of the funds should be untouchable and there should be access to some in an emergency.

4. Update/Restructure of County Website (IT Director, Jen Grote)

   IT Director Jen Grote gave a brief history of the Elbert County website and how it has evolved since 2013. Site visits are trending higher each month. The current site is difficult to navigate. Ms. Grote stated the county needs a website that provides citizens a one stop shop. It should provide easy access to common information requests, and information should be centrally located rather than under each individual department. The county website needs to be searchable, and responsive when using a variety of devices.

   County Commissioner Grant Thayer responded by asking the IT Director what she recommends.

   Ms. Grote stated she would recommend starting with an online citizen survey, a meeting with the current vendor, looking at the what documents the public request most, and also lowering the graphics on the current site.

5. Update on Bank of the West Due Diligence/Appraisal (BOCC)

   Commissioner Thayer stated they are still waiting on one piece of due diligence to proceed. The results from a Phase One environmental study will be in Friday the 26th of May. Action on this item will be deferred to a special meeting.

   Commissioner Richardson (not present at the meeting today) requested a statement be read on his behalf today by Commissioner Willcox. Commissioner Richardson wanted to state his support of the purchase of the Bank of the West building to the public and wanted his thoughts captured in the county records. The purchase represents a rare opportunity to address a known requirement at a price the county cannot match in any other way. Appraisal indicates the county is purchasing this asset at under market value. When the county has the chance to purchase a 10,000 square foot building in close proximity to the court house for fifty dollar a square foot when Castle Rock is building a 14,000 square foot addition at 5.1 million, the cost benefit analysis is clear.

6. Employee Handbook Update (Dianna Hiatt)

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Personnel and Benefits employee Dianna Hiatt gave a brief progress report. Two work sessions took place on the 16th and 23rd of May with the BOCC and Department Heads to ensure all standards are met. The document was reviewed with Mountain States Employer Council and CTSI. Another work session will be scheduled prior to bringing a final draft to the BOCC for approval.

7. Status Report - Update of the Zoning Regulations/Patches (CDS Director, Kyle Fenner)

   CDS Director, Kyle Fenner gave a brief status update on continued work on the update of the zoning regulation patches.

8. ORR Policy (Wade Gateley)

   County Attorney Wade Gately stated the bill did pass, however, was amended as of May 19, 2017. It has gone to the governor for signing. Mr. Gately will work with IT on action to improve the search ability of documents on Elbert County's website. An open records request made for information already available on the website will not require fulfillment. The citizen would be directed to the website for the information. The bill is written to go into effect August 9, 2017.

9. Consideration of Policy on Public Improvement Districts/Local Improvement Districts (BOCC)

   Commission Willcox requested assistance from County Attorney Wade Gately to have a study session set up with the County Engineer, Treasurer, CDS, and the BOCC to finalize these policies. Discussion took place on planning a work session in the near future.

10. Discussion of Waiver of Application Fees for SUR Special Event

    CDS Director Kyle Fenner stated the county does not have a special event permit for seasonal or temporary events, such as a pumpkin patch, and needs a tool for these requests. Ms. Fenner will present a solution to the Planning Commission in the near future.

11. Appointments Policy (BOCC)

    Commissioner Thayer stated this item would be kept on discussion for the next regularly scheduled BOCC meeting.

H. ACTION ITEMS: (See Note 3)

1. Approval of Apr 12, 2017 BOCC Meeting Minutes

Motion: Approval of April 12, 2017 BOCC Meeting Minutes

	Moved	2nd	Comments
Richardson			
Thayer	x		
Willcox		x	
	AYE	NAY	

Richardson		
Thayer	x	
Willcox	x	

2. Approval of May 10, 2017 BOCC Meeting Minutes

Motion: Approval of May 10, 2017 BOCC Meeting Minutes

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

3. Resolution Authorizing the Chair of BOCC to sign Documents for the County Manager as Needed

Motion: Approval of Resolution authorizing the Chair of the BOCC to sign Documents for the County Manager as Needed

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

I. BOARD PLANNING

Determination of the Tentative Agenda for the June 14, 2017 BOCC Regular Meeting

1. County Road Discussion
2. Approval of Minutes from the May 24, 2017 BOCC meeting
3. Centennial Mental Health follow up on BOCC representation
4. Defined Resolution for the Stabilization Reserve Fund
5. Website redesign vendor cost proposal
6. Land Use Hearing – DB Speed RZ & MD / Fulmer RZ and MD – A one lot minor development from 2014 that needs to be finished. Resulted from a land sale to a school.
7. Progress on the Bank of the West purchase contract
8. Discussion on the Study Session on Public Improvement Districts/Local Improvement Districts

J. LAND USE HEARINGS 1:00 P.M. (See Note 4)

ADJOURNMENT

Motion: Adjournment at 10:43 a.m.

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

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ABSTAIN

CHRIS RICHARDSON, Vice-Chair, COMMISSIONER District 1

DANNY WILLCOX, Chair, COMMISSIONER District 2

GRANT THAYER, COMMISSIONER District 3

ATTEST: Rachel Buchanan

Deputy Clerk to the Board and Deputy County Clerk

ELBERT COUNTY SEAL ORG. FEB. 13, 1874 COLORADO

BY: Rachel A. Buchanan

Deputy Clerk to the Board of County Commissioners

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