Minutes of the Board of County Commissioners Meeting, held on October 8, 2014 at 8:30 a.m. in the Commissioners Chambers, Alamosa County Services Center, 8900 Independence Way, Alamosa, CO 81101.

Members Present: Mike Yohn, Chair
Marianne Dunne, Vice-Chair
Darius Allen, Commissioner
Jason Kelly, County Attorney
Peter Kampfer, County Administrator
Carol Osborn, Assistant Administrator
Belina Ramirez, Office Manager

Call the Meeting to Order

Pledge of Allegiance

Additions/Deletions to the Agenda

Approval of the Agenda

Addition of Department of Human Services Catherine Salazar to Appointments.

m/s Allen/Dunne motion to approve the Agenda of October 8, 2014 with addition
Motion was approved unanimously.

Consent agenda Items:

Approval of General Business/Minutes

The Following Minutes were presented:
Regular Minutes-September 24, 2014

Commissioner Yohn had a correction on Page 4 states “several ways the building can become” correct to “can be utilized”.

m/s Dunne/Allen motion to approve the minutes of September 24, 2014 as corrected
Motion was approved unanimously.

Approval of Bills/Obligations

M/S Dunne/Allen motion to approve the Bills/Obligations
Motion was passed unanimously.
Public Comment

Approval of Consent Agenda
September Financial Report
Public Trustee Quarterly Report – July-September
2015 VALE Grant Application

m/s Allen/Dunne motion to approve Consent Agenda
Motion was approved unanimously.

Chief Financial Officer

2015 Alamosa County Preliminary Budget
2015 Public Trustee Preliminary Budget

Brittney DeHerrera was present. By statute she has to present a preliminary budget by October 14th. It starts off with the Budget Message. Then Tab 2 is something new she did this year. This is the Lease Purchase Agreement Supplemental. She broke down into Principal, Interest, and Total. Our County Services and Department of Human Services Building is our new lease which those payments come out of Debt Service Fund. The Alamosa County Depot and Motorway Building Lease isn’t shown in our budget it is paid through the Marketing District. The All American Investment Lease is for our energy audit for upgrades they did. Those payments come out of the Debt Service Fund. Our Caterpillar Financial Services Lease are for our Caterpillar Motor Graders which are paid by Road & Bridge. The buyout for two of those graders will be in January of 2016. The last one is the Sheriff’s Vehicles Lease which payments come out of the Debt Service Fund.

Commissioner Allen asked where the balance of those purchases are listed. Ms. DeHerrera stated they are listed on the second page.

Tab 3 Property Tax Summary and shows Mill Levy into each fund and the changes they have made. The right Column shows the changes. She is putting 2.4 back into the General Fund coming from Solid Waste Fund that we will be closing this year. The Capital Projects Fund 2.085 mill levies that they will put back into the General Fund due to the new building being complete. She adjusted the Debt Service Fund some. They have a slight increase in Assessment year of $30,000 in property tax. They are looking at a little more than 4 million in property tax.

Commissioner Dunne asked if it is wise to move capital projects to General when we know down the road there will be capital projects. They were not capital dollars we used it was General Fund. Depending on projects coming up they can move but she would like build up reserves again. They can look at reallocating it again when something comes up. The next page shows a graph how property tax dollars are used.

Total Preliminary Budget presented is for $31,608,000 for all funds. It is a preliminary Budget which is a planning tool. The department requests are reflected in here. She did a 1% cost of living and a $500 bonus per employee. Health Insurance shows a 10% increase which is reflected in here. Sales Tax is
stable. PILT is unknown until after the budget year. She did put a number in for it which is considerably less than usual. Tab 4 General Fund Expenditures summarized by Department. It reflects what the Department Heads requested. Fund Balance Summary is projected $1,089,672. A note of Tabor Reserves of $500,000 which is nonspendable. She is always conservative on her revenues. Tab 5 shows each department individually.

Commissioner Dunne this is big difference where did most of it go. It is staff requests, vehicles, and housing if approved everything that was requested. They are purchasing new furniture for the new building out of Capital Projects Fund.

This is not based on salary requests just 1% and a bonus.

Commissioner Yohn asked about the 1041 how does the revenue come back in. Under General Fund under charges for services 1041 Review fees.

She is closing the Solid Waste Fund because Gatsby is coming down on them because they have a bunch of funds. They usually take out the closing of the landfills there but the General Fund will carry this now.

Commissioner Dunne asked where they pay for the landfill that we do use. There is only $800 left so they will use in General Fund under misc. The Drug Task was under Sheriff and now it is separate. Does that mean they are their own identity? They used to be but they felt they were using more of their budget so it is listed separate but they are still overseen by the Sheriff.

She has budgeted a transfer for Mosca of $59,000 for reoccurring costs they have. Commissioner Dunne stated it is important for the citizens to know the County is supporting Mosca as a whole.

Tab 6 is Department of Human Services Fund they do allocate 4.5 mills to them so they are receiving property tax to supplement their budget.

Tab 7 is Public Health Fund they are going ahead to raise minimum wage and the Affordable Care Act for some of their employees. They have a healthy fund balance.

Tab 8 is Road & Bridge Fund. She hasn’t heard anything from Forest Reserve coming in for next year. They only get $20,000 but only receive 25% and the rest goes to schools. There is nothing budgeted for road work because of the buyout for the graders. They are going to payoff them at the beginning of 2016. A note is listed for $388,528 for inventory. In 2017 they will have the buy off for the other two. This year they had a lot of expense and repairs.

Tab 11 is Retirement Fund which is based on salaries.

Tab 12 Solid Waste Management Fund shows nothing because she will be closing this at the end of 2014.
Tab 13 Community Development Fund doesn’t have new solar farm because they won’t contribute until they are actually building in 2016.

Commissioner Yohn asked about closing the Solid Waste fund. She is spending the money at the end of this year. It is already combined in the General Fund for the audit.

Tab 14 Debt Service Fund is for payout energy audit lease and lease on building. Some sales tax and property tax into this. The way they restructured their debt she can move some of the mills out of this.

Tab 15 Health Insurance Fund. Each department is responsible for the payment of its employees. This fund collects employee’s side and employer’s side and the payment is paid out of here.

Commissioner Allen we need to keep reserves in there in case something comes up during the year such as a big loss. She is not adding to it but they are maintaining it.

This is based on census we have now so if we have an employee who is single and they goes to family it doesn’t reflect this.

Tab 16 Equipment Acquisition Fund. They are building up reserves in here.

Capital projects shows what is left on new building. They have some left for landscaping and some reserves. They do pay for all copiers here and pay for anything miscellaneous such as the servers that are needed.

Tab 18 Northwest Weed we put property tax in every year but don’t have any expense coming out.

Tab 19 Mosca General Improvement District. They decided to budget like normal operations.

November 17th will be final budget hearing where we will take public comments and address them then. Final Budget is on Dec 22nd to approve budget and mill levies.

**Rio Grande Water Conservation District**

Cleave Simpson Program Manager and Steve Vandiver General Manager were present. State Division of Water Resources is proposing rules and regulations of continued use of wells in Division 3. If you want to continue use of well after rules are in place you have two options. You can participate in a court approved sub district or develop your own individual plans of augmentations. They are saying your use of your well will have some impact with surface. Individual augmentations or Sub District have to prove to the state you can mitigate the injuries to the streams and rivers. The State grouped the 6000 well owners around the state into Response areas based on geography and hydrology. There are six of those across the valley. Each Response area has individual groups of well owners that have met individually to put their own plan to mitigate the impletion to the rivers. One group of unconfined wells that is close to the Rio Grande River are trying to organize their sub district. They are planning on how to calculate impletions and how to mitigate them, assess fees and raise revenues. They are at a stage now to campaign to organize sub district 2. Part of it lies in Alamosa County but most of it lies in Rio Grande
County. A map was presented of what the district could potentially look like. This group is of 300 wells. This only impacts the Rio Grande. There are 60 individual well owners within those 300 wells. With sub district 1 they drew a line and petitioned the state to be a sub district. This is going to be a voluntary sub district. They are not drawing a boundary but they will go to each well owner and see what partials have ground water and see if they want to sign a petition to go to court to become a sub district. This group is far along in their process. There will be public meetings, one on one meetings, and articles in the newspaper to discuss this. They would like this complete for January of next year. The State hasn’t finalized their model and rules. This could delay their petition and process. They visited with Rio Grande County Commissioners last week. If petition gets submitted to court early next year they have to form a Board of Managers to manage the sub district and by December of next year they will be able to submit to Assessors Office for the next year the assessment of these. They are under the guidance and umbrella of Rio Grande Water Conservation. Potentially 3 different sub districts that will affect residents and citizens of Alamosa County. If you do not submit a plan to the state you will have no choice to not use your well. The State be ticket a cease and assist use of their wells. Public entities that have wells will be affected as well but they can’t join sub districts. All of the well owners have agreed to contract them in where they can be covered. Alamosa County has a well in Sub district 4 so you will be asked to do something for your well.

Commissioner Allen asked how is this going to affect property values. If they fall how are they going to supplement some of those losses? As long as they raise enough revenue to cover their depletions they will be okay stated Mr. Simpson. Group of well owners could say be better off with less agriculture. You will see changes in farming technique, some effort to increase efficiency where it is practical and some decrease in irrigated agriculture. Don’t see reduction in irrigation in agriculture. Those that have water their values could go up.

Commissioner Dunne asked if they are in dialogue with New Mexico and Texas. They will be responsible for anything from state line and to Del Norte stated Mr. Simpson. The Division of Water Resources has responsibility that their obligations under the compact are fully met. So much burden falls on us stated Commissioner Dunne.

Federal water plans is that part of projection or is state passing that along stated Commissioner Dunne. Mr. Vandiver stated the feds have propose a number of things particular how they define what navigable water are in the United States. The forest has taken steps to manage ground water. The EPA is always out to manage water. The District is making comments to these different schemes as well as all water entities. There is a huge effort to counter all these issues. Texas law is different they don’t recognize any impacts from well pumping from streams. New Mexico law is similar to ours. There is conversation but we have no impact or direct influence.

On Subdistrict 1 is successful been operated. Plans have been mitigated. Either water have been released or utilizing forbearance agreements. Impacted ditches they are not releasing water for those who signed agreements but paying them a dollar amount. This is agreed on an annual basis. This has been very successful. They are trying to find ditches that can run 10 inches less than any given day.

Rio Grande compact has been tough for the State to administer this year. With these rains runoff is 620,000 which increases what we owe to New Mexico and Texas. Rio Grande is sending 28% of the river to New Mexico and Conejos over 40% to New Mexico. The State is planning on closing all of ditches in Conejos next week to meet obligations.
Commissioner Yohn stated it is good to see well owners come together and see what District 1 has done. How many subdistricts are there? Three impacting Alamosa County but under Rio Grande Water Conservation there will be 6. Within the valley there will be potentially a total of 7 irrigation Subdistricts. Depends how the state rules for sustainability to get implemented and how they define sustainability. It could mean a significant reduction in ground water irrigated acres across the valley. How much fallow land do we have in Alamosa County now and is this an annual contract or a 3 year contract. They did have a subcontract where paid fallow for a year but they didn’t have this program this year. Some acres fallowed voluntarily primarily because of water supply that they had in their wells were not adequate to irrigate stated Mr. Vandiver. The CREP (Conservation Reserve Enhancement Program) where they charge a fee for local cost share where subdistrict and federal government pay farmers for 15 years or permanently. The incentives now are significantly high. They have had some new renewed interest. They have around 3500 acres that have signed up for either a 15 year contract or a permanent contract. Most are around edges of subdistrict 1 because that is where the water supply is depleting so they see how to have an income. Parcels that have surface water and ground water associated with them the value has substantially increased in the last two years. Some case actually doubled for quarters of land with decent water on them. This may offset somewhat. We are going to have to live within our means. If we are going to a reduced water supply they will have to decrease irrigation land.

Commissioner Yohn stated he understands the CREP Program is for a long term but it is his understanding the subdistrict 1 did not pay for fallow land this year. They paid for the CREP Program but they did not have a specific program this year to pay for fallowed land. They used the money some other way saying the fallow program wasn’t as successful as they thought it would be. It is a vital tool that they could use year to year.

Commissioner Dunne asked is there any kind of openness with those other states to acknowledge to change compact. We do with less and they get more water is their feeling. No one wants to open up the compact because the risk is you get less. The compact is set up with a delivery schedule so if it is a drier year the allocation is already set within the delivery schedules. To change the compact would require all three states and the Federal government would have to agree to it so he is quite sure that will never happen.

Commissioner Allen stated the renewable energy facilities is a plus for them because they were able to retire some of those properties. It is very beneficial stated Mr. Simpson.

Mr. Simpson as subdistricts form and operate their staff size has increased significantly. Their staff was 2 and has grown to 8-10. They have leased property from BLM. They are looking to construct a new facility. The People place has space and would like to entertain an idea to construct a new facility there.

**SLV DRG**

Hew Hallock was present. He is request funding from the County for a proposed economic impact analysis for decreased crop production due to reduced groundwater irrigation in the Valley. They have contacted researchers at Colorado State University. They are interested in this study. They estimate $80,000 and are looking at several sources such as sponsors and grants to fund this. At the SLV Commissioners Association Meeting to show some local support.
Commissioner Allen asked when he asked the SLV Commissioners Association for $10,000 how do you want to split that up amongst the counties. Mr. Hallock estimated some counties will want to and some will not. This amount would get CSU start on this process. Commissioner Allen thought we should always do this to lay down the facts and figures rather than guessing. Maybe they could use funds from their Community Development Fund because it does affect the community. Alamosa is the economic hub of the valley stated Mr. Hallock so a lot of the impact can be felt here. With the Rio Grande Water Conservation District and the SLV Conservation District will they be players to this. The board hasn’t seen the proposal stated Mr. Simpson. Mr. Hallock stated he hasn’t had that conversation with them yet.

Commissioner Dunne agrees possibly using the Community Development Fund for this but could you include in the project in lieu of using land what kind of economic development should we be looking at. They should have some kind of recommendations for their future planning to invite certain businesses to invite to the county. Not sure if this fits into this scope of work stated Mr. Hallock. This makes a good point.

Commissioner Yohn there is a lot of speculation so they need to have this information.

Alamosa County Department of Human Services

Catherine Salazar was present. She has been in discussion with Alamosa State Bank to obtain a credit card account. She has 3-5 employees traveling to Denver that sometimes require a hotel. The last couple of weeks they had employees go to a training where they had a vehicle towed for repair. They had to call in with the credit cards to take care of all the costs incurred. We need to understand they are going to have breakdowns or snow storms. They don’t have the feasible right now to issue a county credit card. She would like to procure 5 credit cards for $1000 each. She is envisioning this credit card would be embossed with Alamosa County Department of Human Services. The only one they have is the credit card that is issued to the director. It makes it problematic for another user to use a card that is issued to her. When a card is checked out that worker would check out card and upon return would turn in receipts. Many times they have to fill gas to get back and the workers put out of their own personal funds and then get reimbursed. It is a safety net for those who are on county business. We need to be realistic their workers don’t always have funds to pay for tows or repairs. They had a credit card system in Las Animas. People were very responsibility. Not one worker lost a credit card. We entrust them with a cell phone and a County vehicle. This is a tool to do their job. She is not comfortable having a card issued to her and passed along to other workers. She doesn’t think this is good practical business. The annual fee for use of the cards would be waived. Interest rate would be at 12%. Right now the credit card has $25 annual fee and 12.99% interest. This would already be a cost savings. Alamosa State Bank has a similar process through the Sheriff’s Department right now.

Commissioner Allen thought we already had this in place. He doesn’t have a problem with it. He knows they had a couple cases where they had car breakdowns.

Commissioner Dunne appreciated the employees getting reimbursed but this shouldn’t be expected on them.

Commissioner Yohn was concerned with the service charge but that was waived.
Commissioner Allen asked Ms. DeHerrera if we should look at the local credit card. Ms. DeHerrera stated we pay off what is owed so we never incur interest but we do pay an annual fee of $25. Commissioner Yohn stated $25 for each person does add up.

_ms Allen/Dunne motion to approve 5 credit cards of $1000 each for DHS for Catherine to be responsible and maintain the financial piece._

_Motion was approved unanimously._

**Alamosa County Public Health**

**Alamosa County Home Health**

Della Vieira was present. Alamosa County Public Health was awarded a grant from Temple Buell Foundation. This is for partnership for healthy teen sexuality program that they do collaboration with Alamosa Schools and Tu Casa. It focuses on relationship and subject matter components. They were awarded $25,000 to complete that work.

She got a Scope of Work from a joint block grant from the State Public Health Office of Planning and Partnership and Chronic Disease Program for Public Health activities via the SLV Public Health Partnership. A scope of work with some deliverables attached. She has passed this on to Jason Kelly. Ms. Vieira asked if she could sign the Scope of Work because it is a grant intended for low administrative level work. There is funding attached and obligations associated. Mr. Kelly stated the Scope of Work states “contract term” and Ms. Vieira is listed as Chair of the Partnership so signing off on these is a conflict. You can request to sign off on certain contracts under a certain threshold such as DHS does for anything under $10,000 as long as it is under money that is already been budgeted.

Under Vital Records and Statistics the Child Fatality Prevention Team met yesterday and competed first review. She was pleased with the diversity of the turnout.

In terms of Communicable Disease their influenza vaccination will proceed as scheduled. They are not opening it up to the public yet. They have received only a portion of their vaccines so they have commitments first before they open it up to the public.

Their Regional Emergency Preparedness Team and Public Health Staff are holding a phone conference in the face of the Eboli epidemic. They have seen a case in the United States. Around the World local Public Health Departments are meeting. They talked about preparedness and basic communications.

They had a visit from the Environmental Health Division Director Jeff Lawrence and Shawn Scott. They had discussion on budget, training, manual, policies procedures, policies and protocols to put in place for Regional Environmentalist. Lynnae Rappold will be attending the Environmental Health Directors Meeting in Denver this 23rd & 24th. She attended by phone last time and wasn’t as productive form of attendance for her. The Environmental Health Program was awarded a Regional Radon Grant from the State Health Department for $5500 to continue doing radon work in the San Luis Valley. Activities for September she had 6 inspections, 5 child care visits, followed up on 3 complaints, and conducted 10 consultations. Ms. Rappold is working on some grant applications to the FDA for training and needs assessment.
Planning for finance coordinator to get complete on training for Xerox Financial System. They decided not to send her away for training. They determined it was better to get online trainings and get support from here locally.

They will be visiting with the Public Health Programs Director from the State Health Department. She requested a low key visit.

Cab meeting next week.

She would like to request a new clerical position. It is a shared position with Public Health Finance and Environmental Health Program. With Belina’s transition and need to provide back stops for front desk receptionist they pushed to December 1st. They will be doing clerical support for Environmental Health 1/2 time, billing support for PCP, transition for finance coordinator support and Environmental Health.

Commissioner Dunne last year the State helped fund the Environmentalist Salary. They provided a block grant of $18,000 for January through June. It was to help the Regional program to get the new specialist onboard. They will be giving additional support.

m/s Dunne/Allen motion to accept new Clerical position
   Motion was approved unanimously.

Commissioner Yohn asked about air quality if monitored by Environmentalist. Is maintained by the State Health Department but will be liaison for them. They would have to work with the State and see what is needed. If this is a concern for the board they could start this. Might want to be proactive with harvest being in November stated Commissioner Yohn.

County Administrator

Approval of Plaque for Alamosa County Office Building

They have preparing a brass plaque for the new building. He added “dedicated to the citizens of Alamosa County”. Commissioner Dunne stated she would like to know why George Wilkinson was listed. Commissioner Allen stated he called around and many times commissioners overlap into another time period. He called Pueblo County about their plaque. All six Commissioners were listed. Otero had a project and had 6 Commissioners listed. Our Jail Facility has 6 Commissioners listed on that plaque. He thinks it is important that we have Mr. Wilkinson worked a year and a half before we turned the dirt over. He was the lead person to negotiate the bank. This wasn’t the first time this has been done. Commissioner Dunne asked if Frank Mestas was involved in this. No stated Commissioner Allen. Commissioner Allen thought why we are putting a plaque because none of the other new buildings have one.

Commissioner Yohn commented to project manager having building coming in on time and within budget. They have been to a lot of meetings. It has worked so a big thank you.

m/s Allen/Dunne motion to approve plaque as presented
   Motion was approved unanimously.
Board/Staff Updates

Ms. Osborn has an update with the Division of Housing Grant for the 3 Counties. She spoke with Bill Simpson and this is not a grant it is a loan so the County doesn’t have to do anything. She is asking for a letter of support. This is a loan rehabilitation program asked Commissioner Yohn.

Jason Kelly stated there has been talk about subdividing the People’s Place Property. We need to go through the City for this. Looking at Rio Grande Water Conservancy wanting to build a facility here it is a good time to do this. He would request to authorize Rachel Doyle to begin application process for replat of people’s place and also to request waiving fees.

m/s Dunne/Allen motion to authorize Rachel Doyle to begin application process for replat of People’s Place.

Motion was approved unanimously.

Adjourn

There being no further business, the Regular Meeting of the Board of Alamosa County Commissioners was adjourned.

ATTEST:

Belina Ramirez, Office Manager

Carol Osborn, Assistant Administrator

Mike Yohn, Chairman

Marianne Dunne, Vice Chair

Darius Allen, County Commissioner