Minutes of the Board of County Commissioners Meeting, held on September 28, 2016 at 8:30 a.m. in the Commissioners Chambers, Alamosa County Services Center, 8900 Independence Way, Alamosa, CO 81101.

Members Present:  Darius Allen, Chair  
                  Michael Yohn, Vice-Chair  
                  Helen Sigmond, Commissioner  
                  Gigi Dennis, County Administrator  
                  Jason Kelly, County Attorney  
                  Belina Ramirez, Deputy Clerk

Call the Meeting to Order

Pledge of Allegiance

Additions/Deletions to the Agenda

Approval of the Agenda

Addition of Civic Core Contract for Victims Advocate and request of Sheriff Department’s Y-Time proposal be removed from Agenda.

m/s Yohn/Sigmond motion to approve September 28, 2016 Agenda with amendments  
Motion was approved unanimously

Approval of Minutes

September 14, 2016 Minutes-Regular Meeting  
Board of Adjustment Minutes

m/s Yohn/Sigmond motion to approve September 14, 2016 minutes and Board of Adjustment  
Motion was approved unanimously

Presentation from Public

No one made a comment.

Consent Agenda

VSP Service Plan Renewal  
Employment Contract-County Administrator  
CCI 2016 Legislative Committee Member Appointment  
Agreement for Pre-Trial Supervision Management-RMOMS  
Clerk & Recorder’s Report for August  
Discount Liquor License Renewal  
Colorado Department of Human Service MOU  
CivicCore Contract
Commissioner Yohn requested to pull Pre-Trial Contract and CivicCore Contract. Also CCI Legislative Committee be removed to appoint.

**m/s Yohn/Sigmond motion to approve remainder of Consent Agenda**

Motion was approved unanimously

**CCI 2016 Legislative Committee Appointment**

Commissioner Yohn felt Commissioner Allen would be there anyway so if he would want to be appointed. Even if all three of the Commissioners went they would only have one vote.

**m/s Yohn/Sigmond motion to nominate Commissioner Allen for CCI 2016 Legislative Member**

Motion was approved unanimously

**Pre-Trial Contract**

Commissioner Sigmond stated when we had meeting with Judge Swift they requested a provision of notification to victims that needs to be included.

Jason Kelly stated yes this was discussed that the victim would be notified upon release.

Commissioner Yohn mentioned there was a voucher for ankle monitor already.

**m/s Sigmond/Yohn motion to approve Pre-Trial Contract subject to the addition of a provision of notification to victims**

Motion was approved unanimously

**Civic Core Contract**

Jason Kelly stated this is for Victims Advocate and he has reviewed. He had some changes 1 being termination within 30 days without cause. This contract has the changes. This is to authorize her to sign contract.

**m/s Yohn/Sigmond motion to table CivicCore Contract until PM for further review**

Motion was approved unanimously

**Sangre de Cristo National Heritage Area**

Rick Manzanares Interim Director was present. He thanked Commissioners for all their generous support both monetary and in partnership. Their Board formation, office plan, and operation could not be as successful. Their funding depends on funding they can leverage at a local level. Their partners are CDOT, Ft Garland Museum. SLV DRG, and several non-profit organizations. Their Board has a good representation from the community. There is one commissioner from each county representing. They started looking seriously at recreation and trails. There are a lot of good programs already in place that they would like to support. They would like new ideas and new partnerships. They work with Adams State University trying to get a Heritage Center going for the students and the community. One Board member is Curt Cary who works with the University. CDOT are involved in a project that would identify
the heritage areas as you come into the Valley. You will see these signs in about three months. They are also observing the 100th Anniversary of the National Park Great Sand Dunes. Today he is requesting a support letter for a marketing plan that would involve all three Heritage Areas in Colorado to identify them and help get visitors throughout the State and beyond. This is a grant from the Colorado Tourism Office.

Commissioner Sigmond stated there is a presentation of Latino Baseball tomorrow evening. The Smithsonian and 9News will be there.

Gigi Dennis asked if they are working or how it is different with the support of the Pike Trail.

Mark Manzanares stated we don’t work directly with them. They entertained a proposal for signage from them.

Commissioner Yohn stated it was nice getting the three Heritage Areas together. He will support.

m/s Sigmond/Yohn motion to sign a letter of support for Marketing Grant to join the other 2 heritage areas in marketing plan  
Motion was approved unanimously

Agrotourism helps Agriculture to be sustainable. They can provide tours of ranches. Countries such as Frances have 30,000 types of Agrotourism. He would like the board to get into this arena. If we could offer opportunities. They did pass a law two years ago where it helps people know if you go on someone’s farm and you fall it is not the liability of the owner of the farm or ranch. He has an interest in this. We should encourage and support these efforts.

Commissioner Yohn stated we have more and more people concerned where their food is coming from.

Commissioner Sigmond stated they are in process of looking for an Executive Director. They had co-directors but that didn’t work well. They had a celebration with National Park Sand Dunes 100th, partnered with Casa at the University and the Hispanic baseball presentation. They are very active and are working on the marketing plan to highlight them. This will bring attention to this area. This is a 20 year grant and will be a testing area.

Commissioner Allen asked if they are working with Nature Conservancy. They didn’t see them listed in the report pamphlet.

Commissioner Sigmond stated they meet in every county. They are working on different grants. They are working on an adobe home which was an original home in Costilla County. They would like to offer tours to learn about our heritage.

Commissioner Allen stated they toured a cabin in the Nature Conservancy.

**SLV Regional Emergency Preparedness & Response**

Linda Smith, Joleen Trujillo, and Jinger Stringer were present.

Jinger Stringer is the new Epidemiologist. She works with all 6 counties on communicable disease, surveillance and investigation, data management, and impact measurement.
Linda Smith stated their program originates with the Department of Health & Environment Services. Emergency Preparedness and the Center for Disease Control identify the core of what their responsibilities of work are. They work with FEMA and Homeland Security. Their program has specific requirements they have to meet every year. Alamosa gets $240,000 for the regional portion of the grant to cover their three positions and program costs. Additional each county receives $20,000 to do requirements of the program. The requirements are lengthy and seem to get longer each year.

Joleen Trujillo stated they have two basic plans Alamosa County Emergency Operation Plan and Public Health Emergency Operations Plan. They work side by side. They also do a strategic stock pile in the event of an emergency. With the three plans there are multiple annexes. It is a living document where there is updating such as changing names. If an event did occur they have a list of emergency contacts and be able to notify. If they are low on resources such as they only have two Public Health nurses they have a MOU to get from elsewhere. They do a lot of networking and collaboration. They are working on deliverables for 2016 and 2017 including exercise, planning, and training. Also a timeline of these. They look at this on a monthly and quarterly basis. SLV East Health Care Coalition includes hospitals, RETAC, and Homeland Security. In the event of an emergency they would support each other. We have West and East Health Care Coalitions. They meet quarterly and have exercises, drills, and tabletops. We do have a full scale exercise being held statewide June 15th & 16th. They are preparing for this on how we are all going to work together. They will incorporate the commissioners in this.

Gigi Dennis asked to explain their website and Facebook page.

Linda Smith stated with the West Fork Fire they discovered there was a lot of misinformation in media with this disaster. Questions were asked how to donate time, bring in meals, and if evacuating. On the advice of CDPHE they set up a Facebook page. This is best practice to monitor what is out there and to get out information quickly. We didn’t have an established credible on media so we were doing corrections. We can get out any public health information. For instance today is World Rabies Day so we put out some information of Rabies. We limit what we put out there according to CDPHE and share community events. We get very little response on this. The views are not very high less than 100 but when something big happens the views go up. It becomes crucial in an event. Also slvemergency.org was created and a Facebook page to serve the whole region.

Helen Sigmond stated Francis spoke about uniform ID cards will this help?

Linda Smith stated it will help for volunteers and actual responders.

Joleen Trujillo stated this card has a barcode that can scan to know who they are and what their credentials are.

Linda Smith stated it can scan and track everything.

Commissioner Yohn asked if these cards are issued to equipment to track and are we doing this.

Linda Smith stated it is possible. This falls in the realm of Emergency Manager.

Joleen Trujillo stated other agencies are doing Facebook pages as well to provide the same information so everyone will know what is going on.
Commissioner Yohn stated he went to an E911 meeting last night where they went to Everbridge notification. They have subgroups under this program. Would we benefit doing group messages through Everbridge.

Linda Smith stated this is a great resource. We had in our plans to try and use instead of phone trees which was tested once and it didn't work. It is worth pursuing because it is a lot more efficient than other communications.

Commissioner Yohn stated if we decide to do this we can get Ashley Frost to set this up for us. It is something the County could look at for security.

**Department of Human Services**

Statement of Revenues and Expenditures were presented. It showed Revenues were $1,084,028.91 and expenditures were $1,126,737.41 difference of $42,708.50.

The Ongoing Workload Summary Report were presented. It showed Adult Financial with 293 cases, Colorado Works with 136 cases, Food Stamps/Food Assistance with 2053 cases, and Medical Assistance with 4189 cases.

The Monthly Food Assistance Issuance Report was provided. It showed $525,931 issued in August and $4,254,788 issued for the year to date.

Commissioner Yohn stated last year was a high year.

The Recovery Collection Comparison report was provided.

Commissioner Sigmond asked how many work in the fraud department.

Catherine Salazar answered right now 1 Jeri Mora and with collaboration from Jeff Bonadies.

Commissioner Yohn stated saying they collected $3,000 is misleading from the previous year if they were higher then.

Catherine Salazar stated there is always more to collect.

Jason Kelly stated on their received current receivables if you can give the last years receivables they could compare.

The Child Support Comparison Report was presented.

Gigi Dennis asked if some are payroll deductions.

Catherine Salazar stated they can pay by money order or check and it is sent to Family Support Registry (FSR). We have taken cash payments and credit the obligation but most is going to FSR. If the employer is doing this via deduction the payment is sent to FSR as well. Everything goes to FSR.

Commissioner Sigmond asked if the federal shutdown affects their department.

Catherine Salazar replied you would think it would but it doesn't.

Commissioner Allen asked about the Child Welfare Allocation discussion.
Catherine Salazar stated there is a Conference Call Monday. She is going to DHS Conference tomorrow. Commissioner Sigmoid asked if they do a community workshop for families to help them such as get a job.

Catherine Salazar stated they are still working with Workforce Employment Act. We do have ongoing reaction with Workforce. They make referrals to the Workforce and they participated in the Job Fair at ASU. The levels of commitment from clients is a challenge.

Commissioner Yohn stated there is a Workforce meeting October 5th in Burlington. The Job opportunities in the Valley Courier the clients are not qualified for the jobs.

**Land Use Department**

*Rio Grande Corridor Project*

Rachel Baird, Julie Mordecai, Andy Rice, and Curt Howell were present. Also present were Chris Lopez and Bill Brinton.

In 2011, Alamosa County submitted a concept paper for the Rio Grande Greenway identified in the 1996 SLV Trails and Recreation Master Plan to GOCO’s River corridors initiative grant program. The project envisioned a trail starting at the headwaters of the Rio Grande and ending at the state line with water access throughout. It was an ambitious project that was ultimately not funded but drew support from many stakeholders including the Secretary of the Interior Ken Salazar. The project helped lead to the creation the SLVGO coalition and the new regional Trails and Recreation Master Plan completed in 2013.

The idea has taken new life in the form of the Ranch to Refuge trail and the Rio Grande Blue Way. The projects have community buy-in from numerous partners but the project leaders are the Rio Grande Farm Park, Adams State University and the City of Alamosa. The Ranch to Refuge Trail connects five miles of trails from the Alamosa Ranch to the Alamosa National Wildlife Refuge along the Rio Grande River. The Rio Grande Blueway provides access to the river for boating, paddle boarding, canoeing, and kayaking. These two project represent two thirds of the SLV Inspire project proposal for GOCO’s Inspire Initiative Grant program.

The GOCO grant requires a minimum of 25% match and requires a 10% cash match, part of which is a different grant; the SLV Conservation & Connection Initiative Grant. Managed by Rio Grande Headwaters Land Trust, Colorado Open Lands, the LOR Foundation, and the Western Rivers Conservancy, the grant was awarded in July 2016 and includes a $41,000 feasibility study to identify recreation opportunities along the Ranch to Refuge Trail. Riverbend Engineering from Durango has been hired to perform the study but there is an unfilled cash match requirement of $13,000. They would request to contribute $13,000 from the Conservation Trust Fund.

Commissioner Sigmoid stated this is money already there. This sounds like a wonderful project.

Commissioner Yohn stated this is a complicated project but he supports the project. How much is the City contributing.

Julie Mordecai stated the in-kind match was for the smaller grant. The large grant they are matching 50%.
Commissioner Yohn stated the landowners were reluctant and the Wildlife doesn’t want this project.

Julie Mordecai stated they are all onboard now. The Wildlife Refuge, Colorado Parks & Wildlife, City, County, ASU, and Rio Grande Park. The issue is we talk how to utilize the area but we are stopped by unsure of what we can do so we need a firm to determine what we can and can’t do.

Commissioner Yohn stated with the feasibility study can you go to the other side of the river because of obstacles there. The maintenance of levy also. The river is a gem but what are the costs to the County. Recreation on the river such as water skis under the bridge which was done before but there has to be water there. This would be an important part.

Rachel Baird stated that was her issue the flood plain. It is in the City not in County. She met with the City and they are wholehearted in this project and are working on levies. She is assured by Pat Steinburg not changing the river channel.

Commissioner Yohn stated the trail would go under the bridge. Why are we using a firm outside the Valley to do this study? We have people capable here.

Julie Mordecai stated this company already had a lot of knowledge of this so it would save us money. We could bid this out but when you put in a grant you don’t have to do an RFP.

Commissioner Allen stated at one time one landowner proposed a trail system similar to this.

Julie Mordecai stated Beverly McClure is interested in putting a bridge to go into the Chavez property but this is not part of this grant yet.

Curt Howell stated the group will be reaching out to the stakeholders (landowners).

Andy Rice stated this person did put in his own bridge north of what ASU is looking at.

Julie Mordecai stated she has a list of 20 landowners they have to communicate with. This is lottery monies which leverage for the big grant.

Curt Howell stated they would start the 1st of the year and start in the summer. We would need the money by next month.

Andy Rice stated the grant is required October 24th.

Julie Mordecai stated they have to turn in a draft by October 12th.

Commissioner Sigmond stated these are already set up side for other work

Rachel Baird stated the Federal Lands Grant we could use the Conservation Trust Funds but we haven’t used any before but now we have a real use for it.

Commissioner Allen stated they committed $60,000 for ASU out of this. They would support this project and make a commitment.

Commissioner Yohn stated doing the two projects at the same time has there been any concern of water.

Julie Mordecai stated this will be involved in the study.
Commissioner Yohn stated the house on the east side could be below water level.

Rachel Baird stated Rio Grande Headwaters does river bend restorations, restore vegetation, and take in recreation features. This engineer is already doing work with them.

Commissioner Yohn asked if they could consider doing a RFP to be fair for locals to participate in. We already have $60,000 of those funds allocated for ASU.

Curt Howell asked what this was for.

Commissioner Allen stated we sponsor ASU with these funds but it has to fit the guidelines of the Conservation Trust Funds. In the past they have used for fencing for the sports field and a scoreboard.

Commissioner Yohn stated they recently purchased bleachers as well.

**m/s Sigmond/Yohn motion to support the Rio Grande Corridor with $13,000 from the Conservation Trust Fund for grant**

*Motion was approved unanimously*

**Fee Waiver Request with Boys & Girls Club**

Chris Lopez was present.

All Temporary Use Permits are required if they attract over 50 people, 20 cars, or publicly advertised. This event meets all three requirements. They can split fees for fundraisers and main events such as carnivals but haven’t yet. They are requesting for a fee waiver.

Chris Lopez stated this is their annual event being held October 22nd at the Salazar Event Center. They request to hold event there and request a waiver fee. We have made significant progress in the last year. They are launching a Team Tech Academy to train high school juniors and seniors and get them certified in IT fundamentals in partnership with CompTIA. They received $100,000 funding from Daniels Fund to launch this Academy. They will hold classes in Alamosa High School in January 2017. We anticipate we will have these classes across other high schools in this area. They would be certified in IT fields. We will ask businesses to give internships. Trinidad State Jr College we anticipate will give credit for this class. They are working on total health and wellness of youth that are growing up in the San Luis Valley. We are active member of getting kids on the Rio Grande Corridor. Today is early release where the average served is 111 and today we will have more than 125. Their total health and wellness will determine where they are on physical health, mental health, and nutritional to see where can they make improvements.

**m/s Sigmond/Yohn motion to waive fees for Boys & Girls Club event held on October 22nd.**

*Motion was approved unanimously*

**Salazar Event Center**

Rachel Baird stated the Salazar Barn was permitted and built through their office but never subject to zoning review. Citizens were concerned ever since started events. This is the 3rd event of the year. They check in with them to determine if a Temporary Use Permit is required. She told Mr. Salazar that they are operating an event center so they need to apply for a Special Use Permit for their best interest.
They would not be subject to complaints from their neighbors with this. She is asking to waive strict compliance with the number of events in a year. They have applied for a Special Use. They can’t appear before the Planning Commission until November. Because of this scheduling conflicts she would like permission for them have other events and waive the Temporary Use fees of any other events. She doesn’t know how many more events they will have.

Ideally before building they met with architects and received plans with a gourmet kitchen. These were alerts to her that is was not used for livestock. Ken Vanlarden had said we asked what the use was for and they responded it was a barn for cows. The plans showed an elevator and a kitchen though. It is complete and has a Certificate of Occupancy. Now we are putting a halt to this.

Commissioner Yohn stated have they applied for this permit for the Boys & Girls Club. It is more a commercial special event center and yet the barn that was there before was used for cows. They support her.

Jason Kelly stated they haven’t applied for anything. There is nothing to waive before the Board so she can’t ask the board to authorize to waive anything for the rest of the year. He doesn’t think this is appropriate for this property. They can authorize her for any Temporary Use permit for the year.

Commissioner Yohn stated they could have some waived that they don’t want to be waived.

Rachel Baird stated it would be fine if can waive the number of events until the end of the year.

Jason Kelly stated yes but still they would have to come before Board to waive fee. This is the 1st time we ran into this in the last 8 years.

Commissioner Allen stated they want to be able to operate until they come in for a Special Use.

Commissioner Sigmond asked if they could make an exception to the number of permits.

Jason Kelly stated when making an exception to nothing before you it is not the proper way to make an amendment.

Commissioner Yohn stated they serve liquor there what about a liquor license is that required.

Rachel Baird stated we did talk about this but they are not selling any alcohol.

Jason Kelly stated they are not selling alcohol but a Liquor License goes through the Clerk’s office.

m/s Yohn/Sigmond motion to authorize the Land Use Administrator to waive strict compliance with regulations regarding Temporary Use Permits for remainder of 2016

Rachel Baird stated they have spoken with Ken Caldwell who is interested. He is happy to train, plan review, and do inspections that Jinger Tilden can’t do. They have permits that need signed off on that are pending that we need to issue. We don’t have a contract before you it is getting reviewed by him right now but if we could bring him on as an independent contractor. They would pay $45/hr.

Jason Kelly stated he drafted the contract.

Helen Sigmond stated Ken Caldwell is a great guy, easy to get along with, is experienced, and she thinks he does a good job. She would be in favor of him.
Commissioner Yohn stated they need a building inspector but there was concern of the contract that he would like to see again. The benefits and travel are they different.

Jason Kelly stated he would be an independent contractor not an employee so he would not entitled to any benefits. He can use the office equipment. It is on $45/hr. on as needed basis, no minimum, and includes mileage reimbursement. They capped at $100 a month for operating expenses that would cover mileage.

Commissioner Sigmond asked if he could send them the contract.

Gigi Dennis stated there is another option we can contract with SAFEbuilt from Loveland. You pay per hour plus mileage which would increase the budget. The Contract with Ken Vanlwarden did include things we did not like.

Jason Kelly stated he sent them the contract but changed the date and included the sentence of no benefits included.

Commissioner Yohn asked if Jinger can inspect residential right now.

Rachel Baird stated she has a year to get certified. She is attending a training in February and March. She can do foundations but is not comfortable doing framing. She hasn’t come across one yet that she can’t do. We do have one that we need a building inspector for. There are some permits that were issued in April and May that haven’t been signed off.

m/s Yohn/Sigmond motion to go ahead with a Contract with Ken Caldwell
Motion was approved unanimously

LUNCH

Back in meeting after Local Marketing District Board Interviews were held.

CivicCore Contract

m/s Yohn/Sigmond motion to approve CivicCore Contract
Motion was approved unanimously

Bills/Obligations

m/s Sigmond/Yohn motion to approve Bills/Obligations
Motion was approved unanimously

Adjourn

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

ATTEST: