Chaffee County Board of Commissioners
P.O. Box 699/104 Crestone Ave.
Salida, CO 81201
719.539.2218/www.chaffeeccounty.org

AGENDA

April 3, 2018

BOARD OF COMMISSIONERS
104 CRESTONE AVE.

COMMISSIONER’S MEETING ROOM
SALIDA, COLORADO

PLEASE NOTE: The Agenda times are approximate; items may be discussed before or after the times listed below.

9:00 a.m. Regular meeting of the Board of Commissioners

Pledge of Allegiance

- Review public meeting list

- Public Comment

A. Proclamation for the week of April 2 – 8, 2018 as National Public Health Week. (Director of Nursing Carlstrom)

B. Report from the County Sheriff

C. Contract/Grant Consideration:
   - George K Baum & Company Underwriter Engagement Agreement (Finance Director Short)
   - CenturyLink/Quest Corporation Agreement “CenturyLink Line Volume Plan. (Director of Administration Christiansen.
   - History Colorado/Grant for construction documents for Brown’s Canyon Bridge (Planning Manager Roorda)
   - Martin/Martin, Inc./Construction documents for Brown’s Canyon Bridge (Planning Manager Roorda)
   - Elevator Maintenance Agreement with Chaffee County/City of Salida. (Director of Administration Christiansen)

D. Open and possible award for the following bids:
   - 1/2 inch chip for chip seal operations
   - CRS 2P Road Oil for chip seal operations
   - 2 asphalt overlay bids for: Project A – County Road 154 (approx. 800 tons), Project B – County Road 162 (approx. 3,000 tons)
   - Price quotes for 125,000 gallons +/- of magnesium chloride applied to approx. 24 miles of roadways in Chaffee County, beginning May 2018.
E. Consider a request for a Boundary Line Adjustment at 16885 & 16951 Mt. Princeton Road. Request is from Michael John Wagner, Trustee Michael John Wagner Living Trust and James W. & Joan B Stough, Trustees of the James W. & Joan B. Joint Trust. (Planning Manager Roorda)

F. Consider release of Lot Sales Restriction and acceptance of a Letter of Credit for the Longhorn Ranch Subdivision. (Administrative Assistant Baldwin)

G. Consider a resolution for the Senter Agricultural Subdivision Exemption. (Attorney Davis)

H. Consider a resolution for Updates to the Chaffee County Land Use Code: Add to Article 15 – Definitions – Animal Shelter. 2. Add new Section: 5.2.3.K – Heritage Water Subdivision Exemption (Attorney Davis)

I. Consider a resolution for the Road Vacation of County Road 154. (Attorney Davis)

J. Consider resolution “Renaming the Chaffee County Fair Board & Establishing the Chaffee County Fair Committee. (Attorney Davis)

K. Consideration of request by Xcel Energy for a license to use certain County real property as a “lay down yard. (Planning Manager Roorda)

L. Appoint 3 Planning Commission members to the Salida Regional Planning Commission. (Continued from the March 6, 2018 meeting) (Administrative Assistant Baldwin)

M. Consideration of a request by the Finance Director to sell shares of MetLife stock owned by the County. (Finance Director Short)

N. Consideration of Chaffee County’s participation in pending national opioid litigation. (Attorney Mortimer)

O. Executive session under CRS 24-6-402(4)(b) for purposes of receiving legal advice on specific legal questions and strategy involving the ACA/Spaulding 106 action.

Consent Agenda:
- Ratify contract with Sirius America Insurance Company
- Pay Bills

Old Business:
- County Project Status Report
- Fire Protection Boundary Update
- Cottonwood FLAP

Jail Tour

Potential Road Trip

****The official posting site for the Chaffee County Board of Commissioners meeting agenda’s is at the County Court House.
It is the policy of Chaffee County that all County sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the County’s ADA Coordinator at 719-539-3463 or e-mail bvenes@chaffeecounty.org at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

From time to time throughout the year, two or more Commissioners may meet to discuss day-to-day oversight of County property and/or supervision of employees. Such meetings are held in accordance with C.R.S. § 24-6-402(2)(f) and, therefore, prior notice may not be posted. No policies, positions, resolutions, rules or regulations are adopted at day-to-day business meetings, nor is any formal action taken. Accordingly, no official minutes of day-to-day business meetings may be kept.
BOARD OF COUNTY COMMISSIONERS PUBLIC MEETINGS

THIS NOTICE IS POSTED PURSUANT TO C.R.S. 24-604 02 (IV)(c)(4)(b).

THERE WILL BE NO DECISIONS OR FORMAL ACTIONS MADE BY THE COMMISSIONERS AT THESE MEETINGS EXCEPT FOR THE REGULAR OR SPECIAL MEETINGS OF THE BOARD OF COMMISSIONERS

Address for meeting places: Commissioners Meeting Room 104 Crestone Ave., Salida, Buena Vista School District Offices, 113 N. Court,, Buena Vista Annex, 112 Linderman Ave., Fairgrounds, 10165 County Road 120, Poncha Springs, Harriet Alexander Field, County Road

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<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>SUBJECT</th>
<th>LOCATION</th>
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<tr>
<td>April 3, 2018</td>
<td>9:00 a.m.</td>
<td>Commissioner’s Regular Meeting</td>
<td>Salida</td>
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<tr>
<td>April 5, 2018</td>
<td>6:30 p.m.</td>
<td>Fair Board &amp; Planning Meeting</td>
<td>Fairgrounds</td>
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<td>April 9, 2018</td>
<td>9:00 a.m.</td>
<td>Regular meeting of Landfill Committee and Boards of Health and Human Services followed by Work Session</td>
<td>Commissioners Meeting Room</td>
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<td>April 10, 2018</td>
<td>9:00 a.m.</td>
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<td>April 17, 2018</td>
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<td>April 24, 2018</td>
<td>3:00 p.m.</td>
<td>Visitors Bureau</td>
<td>Buena Vista TBA</td>
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<td>April 24, 2018</td>
<td>4:00 p.m.</td>
<td>Planning Commission Work Session followed by Regular Meeting</td>
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<td>April 25, 2018</td>
<td>9:00 a.m.</td>
<td>Airport Advisory Board Meeting</td>
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3/29/18
This list April be updated daily. Posted in posting area outside of Commissioners Office
Proclamation
"National Public Health Week"
April 2-8, 2018

WHEREAS: The week of April 2-8, 2018 is National Public Health Week and the theme is "Healthiest Nation 2030". Public health professionals encourage everyone to make small changes to improve their health by 2030. Chaffee County Public Health is working to improve the community's health through prevention, promotion and protection; and

WHEREAS: Public Health programming in Chaffee County is in remarkable demand with participation in programs at an all-time high, including Healthy Start, National Diabetes Prevention Program, Colorado Heart Healthy Solutions, and Breastfeeding-Friendly Environments; and

WHEREAS: The 2016 Chaffee County Community Health Assessment and 2017-2021 Community Health Improvement Plan have prioritized behavioral health, oral health, and senior services and supports as top health concerns. Many local and regional activities are underway to address these top priorities; and

WHEREAS: Regular immunizations and travel immunizations are evidence-based disease-prevention strategies for population health; and

WHEREAS: Public Health action, together with scientific and technologic advances, have played a major role in reducing, and in some cases eliminating, the spread of infectious disease and in establishing today’s disease surveillance and control systems; and

WHEREAS: The protection of our air, land, and water, along with consumer protection, is a priority of Chaffee County’s Environmental Health program; and

WHEREAS: Chaffee County Public Health is capable and competent in the event of a public health emergency, such as a pandemic, through a strong Emergency Preparedness and Response Program; and

WHEREAS: Public Health officials and professionals are assuming the role of chief health strategists in their local communities and beyond.

NOW, THEREFORE, WE, the Board of County Commissioners of the County of Chaffee, Colorado, by the authority vested in us, do hereby proclaim the week of April 2-8, 2018, as "National Public Health Week" in the County of Chaffee, Colorado and call upon the people of Chaffee to observe this week by helping our families, friends, neighbors, co-workers and leaders better understand the value of public health and supporting great opportunities to adopt preventative lifestyle habits in light of this year's theme "Healthiest Nation 2030".
## CHAFFEE COUNTY SHERIFF'S OFFICE

### SUMMARY OF ACTIVITIES 2018

<table>
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<tr>
<th></th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>QUARTER TO DATE</th>
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<td>Sheriff's Office (Administrative, Patrol, Records)</td>
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<td>Total Inmates Handled</td>
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<td>Avg. held for other agencies</td>
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<td>Total Crime Victims Served</td>
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## CHAFFEE COUNTY SHERIFF'S OFFICE
### SUMMARY OF DEPOSITS
#### 2018

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<tr>
<th>FEB</th>
<th>JAN</th>
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<td><strong>Administration &amp; Operating</strong></td>
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Other Reimbursements: RESTITUTION $121.57
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<th>QUARTER 1</th>
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<th>QUARTER 3</th>
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# CHAFFEE COUNTY
Development Services Department  
P.O. BOX 699   PHONE (719) 539-2124  
SALIDA, CO 81201   FAX (719) 530-9208  
WEBSITE www.chaffeecounty.org

## APPLICATION FOR  
BOUNDARY LINE ADJUSTMENT

Application Fee $275.00 +$50.00 per lot (for each lot over 2)

### GENERAL INFORMATION-PARCEL 1

<table>
<thead>
<tr>
<th>Property Address</th>
<th>16885 MT. PRINCETON ROAD</th>
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<tr>
<td>Tax Parcel #</td>
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<td>Zoning</td>
<td>Rural</td>
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<tr>
<td>Existing Use of Property</td>
<td>Single Family Residence</td>
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<tr>
<td>Acreage Before</td>
<td>1.34 Ac</td>
</tr>
<tr>
<td>Acreage After</td>
<td>1.97 Ac</td>
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### GENERAL INFORMATION-PARCEL 2

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<tr>
<th>Property Address</th>
<th>Not Available — Vacant Lot</th>
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<td>Acreage Before</td>
<td>1.85 Ac</td>
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<td>Acreage After</td>
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<td>Existing Use of Property</td>
<td>None — Vacant</td>
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If the Boundary Line Adjustment involves more than two lots, please list information on the additional properties below:

- **Parcel 3:**
  - Property Address: 16951 Mt. Princeton Road
  - Tax Parcel #: 342312300040
  - Existing Use: Single Family Residence
  - Zoning: Rural
  - Acreage Before: 5.117 Ac.
  - Acreage After: 1.80 Acre

### STAFF USE ONLY

Application received by Patty R  
Date: 03.16.18

Fee: $3850  
Check #: 1384
APPLICATION FOR BOUNDARY LINE ADJUSTMENT

PARCEL 1: OWNERS NAME (PLEASE PRINT)  Michael John Wagner, Trustee
Michael John Wagner Living Trust

ADDRESS  32331 W. Wayburn St, Farmington Hills, MI 48334

TELEPHONE  248-219-3621  E-MAIL  N989 PMQ@GMAIL.COM

I AM THE OWNER OF THE ABOVE LISTED PROPERTY AND HEREBY GIVE MY PERMISSION FOR THE REPRESENTATIVE LISTED BELOW TO SERVE AS MY AGENT THROUGH THIS LAND PLANNING PROCESS. MY AGENT SHALL HAVE FULL POWER AND AUTHORITY TO ACT ON MY BEHALF DURING THIS PROCESS. THIS PERMISSION SHALL CONTINUE TO BE IN EFFECT UNTIL REVOKED, AND MAY BE REVOKED BY ME AT ANY TIME BY PROVIDING WRITTEN NOTICE TO MY AGENT AND TO CHAFFEE COUNTY PLANNING.

OWNERS SIGNATURE

PARCEL 2: OWNERS NAME (PLEASE PRINT)  James W. & Joan B. Stough, Trustees of the James W. & Joan B. Joint Trust

ADDRESS  29W 342 Oak Lane, Chicago, IL 60135

TELEPHONE  630-765-7506  E-MAIL  jjstough@msn.com

I AM THE OWNER OF THE ABOVE LISTED PROPERTY AND HEREBY GIVE MY PERMISSION FOR THE REPRESENTATIVE LISTED BELOW TO SERVE AS MY AGENT THROUGH THIS LAND PLANNING PROCESS. MY AGENT SHALL HAVE FULL POWER AND AUTHORITY TO ACT ON MY BEHALF DURING THIS PROCESS. THIS PERMISSION SHALL CONTINUE TO BE IN EFFECT UNTIL REVOKED, AND MAY BE REVOKED BY ME AT ANY TIME BY PROVIDING WRITTEN NOTICE TO MY AGENT AND TO CHAFFEE COUNTY PLANNING.

OWNERS SIGNATURE

**************************************************************************************

REPRESENTATIVE (PRINT)  Mike Henderson

SIGNATURE

ADDRESS  2036 STREET, SACOA, CO 81201

TELEPHONE  719-834-6166  E-MAIL  HLSCO1001@GMAIL.COM

PARCEL 2:
OWNERS:  Joan Bartel Stough, James Winsor Stough,
Michael Wagner
32331 W. Wayburn St,
Farmington Hills, MI 48334

Effective October 23, 2017
STAFF REPORT

Date: March 29, 2018
To: Chaffee County Board of County Commissioners
From: Planning Staff, Jon Roorda & Christie Barton
Subject: Wagner/Stough Boundary Line Adjustment

BOCC: 04/03/2018

Applicants: Michael John Wagner Living Trust, Michael Wagner, Trustee; and James W. & Joan B. Stough Joint Trust, James & Joan Stough, Trustees.

Public Hearing Notice Information: No public notice is required per Article 5.2.3 A.

Summary of Application: Michael Wagner owns Lot 73 and the Stoughs own Lot 77. Together they have purchased Lot 75 of Lost Creek Ranch, and intend to divide Lot 75 between the two property owners, increasing the size of both lots. Lot 75 is vacant, and Lots 73 and 77 both have existing houses, wells and On-site Wastewater Treatment Systems (OWTS).

Location & Zoning Map:
Zoning & Density: All lots are located in the Rural zoning district and this application does not impact the density or change the use for any of the lots.

Google Earth Photo:

Wagner/Stough BLA Plat:
5.2.3. A Boundary Line Adjustments:

1. The boundary line adjustment creates no more than the previously recorded number of parcels and does not create non-conforming parcels or increase existing non-conformities. *No additional parcels are created with this application. The project starts with three (3) lots and ends with two (2) lots. Lot 75 is eliminated and incorporated into the adjacent lots. The BLA does not create or increase any non-conformity, although it makes two non-conforming lots larger, thereby decreasing the non-conformity.*

2. Boundary line adjustment may be permitted to allow land transfers between adjacent property owners, as long as the existing building envelopes are not relocated as a result of the adjustment. *There are no designated building envelopes on these lots. No building envelopes are re-located with this project.*

3. If the request affects a municipal boundary, and the municipal comprehensive or master plan lacks specific guidance to approve a request for boundary line revision, the Board of County Commissioners must find the following exist:
   
   a. There has been substantial change in the vicinity of the property in question or time and experience have shown that the existing boundary or lot line is unwise or in need of change.
   
   b. The impact of the boundary or lot line revision request on the immediate neighborhood, vicinity and community as a whole will be neutral or positive. *This application does not affect a municipal boundary.*

All required materials were submitted. If approved by the Commissioners, staff will work with the applicant’s surveyor to make minor plat changes.

**BOARD OF COMMISSIONERS ACTION:** Commissioner moved and Commissioner seconded and the Board voted to APPROVE / DENY / CONTINUE the Wagner/Stough Boundary Line Adjustment based on the following findings of fact and conditions:

**Findings:**

1. 
2. 

**Conditions:**

1. 
2. 

Page 3 of 3
CHAFFEE COUNTY
RESOLUTION 2018__

APPROVING THE SENTER AGRICULTURAL SUBDIVISION EXEMPTION NO. 3

FINDINGS AND CONCLUSIONS:

A. The applicant requests approval of the final plat for the Senter Agricultural Subdivision Exemption under the provisions of Section 5.2.3.C of the Chaffee County Land Use Code ("LUC"). The subject property consists of 37.8 acres to be divided into two lots of 35.1 acres and 2.7 acres, located at 12135 County Road 190E, in a Rural zone. Following the division, Tract 1-R (35.1 acres) will continue to be used for agriculture.

B. The parcel to be divided has historically been used for agricultural purposes.

C. The intention of the request is to divide off a parcel of land for a new lot for a family member but to continue to use the larger lot for agriculture. Such a division will promote the County’s comprehensive plan by encouraging preservation of agricultural land.

D. The larger Lot will be used for non-developable agricultural purposes and neither Lot will be used for private development unless approved by the Chaffee County Board of County Commissioners ("BoCC") pursuant to the LUC.

E. C.R.S. 30-28-101(10)(d) provides that the Board of County Commissioners may, pursuant to rules and regulations or resolution, exempt from the definition of the term “subdivision” and “subdivided land” any division of land if the Board of County Commissioners determines that such division is not within the purpose of Part I of Title 30, Article 28 of the Colorado Revised Statutes.

F. The Chaffee County planning staff have indicated that all requirements for subdivision exemption approval have been met except LUC Section 7.1.3 regarding adequate proof of water (applicant has represented his intent to purchase a water augmentation certificate prior to recording the plat).

G. A public meeting was held on March 13, 2018 following adequate publication of notice and posting of a sign and notification by certified mail to all adjoining property owners of the parcel being created.

H. The people of Chaffee County have had an opportunity to review the proposed plat and have had an opportunity to make public comment for or against adoption of the plat and there was no opposition to the plat.

I. The BoCC has reviewed the application and all additional submittals and the recommendations of the County’s land planning staff in light of the LUC and Colorado statute and finds that all requirements have been met, except as noted above, and provided that certain conditions are met, the proposal is not within the purposes of Part I of Title 30, Article 28 of the Colorado Revised Statutes.

J. At its meeting held on March 13, 2018, the BoCC approved the application subject to the conditions outlined in this Resolution and directed the County Attorney to prepare a written resolution outlining
the findings of the BoCC for consideration at the April 3, 2018 meeting.

RESOLUTION:

The BoCC resolves as follows:

1. **Approval of Agricultural Subdivision Exemption.** The BoCC hereby approves the submitted plat as an agricultural subdivision exemption with the stipulation that Tract 1-R will be used for non-developable agricultural purposes and neither Tract 1-R nor Tract 3 will be used for further private development unless approved by the Board of County Commissioners pursuant to the LUC, and with the condition that the following requirements be met prior to filing the plat with the Chaffee County Clerk and Recorder:
   a. The applicant submits a copy of the water augmentation certificate for Tract 3.
   b. A final mylar be delivered to the County thirty days from the date of this resolution.

Once such requirements are met, the Chairman or Acting Chairman is authorized to sign the plat and deliver it to the Chaffee County Clerk and Recorder for recording.

2. **Effective Date and Vesting.** This Resolution shall be in full force and effect immediately upon approval. Any failure to abide by the terms and condition of this Resolution will result in a forfeiture of any vested property rights, as contemplated by Section 1.2.2 of the LUC.

ADOPTED AND APPROVED by the Chaffee County Board of County Commissioners on April 3, 2018.

BOARD OF COUNTY COMMISSIONERS

[Acting] Chairman

The vote on the above Resolution was as follows:

Commissioner Dave Potts

Commissioner Keith Baker

Commissioner Greg Felt

STATE OF COLORADO, CHAFFEE COUNTY
ATTEST:
The above is a true and correct record of Resolution 2018-__ duly adopted by the Chaffee County Board of County Commissioners by a ___ vote at a regular meeting, properly noticed and held on April 3, 2018.

Chaffee County Clerk
CHAFFEE COUNTY COLORADO
RESOLUTION 2018-__
ADOPTING AMENDMENTS TO THE CHAFFEE COUNTY LAND USE CODE
ADDING NEW SECTION 5.2.3.K HERITAGE WATER SUBDIVISION EXEMPTION AND
ADDING DEFINITION OF ‘ANIMAL SHELTER’ TO ARTICLE 15 DEFINITIONS AND
SECTION 7.8.17

FINDINGS AND CONCLUSIONS:

A. The Land Use Act (C.R.S. § 29-20-101, et seq.) and the County Planning Code (C.R.S. § 30-28-101,
et seq.) and other authorities listed in Section 1.1.2 of the Chaffee County Land Use Code (“LUC”) authorize county regulation of land use in the unincorporated areas of the county.

B. C.R.S. § 30-28-116 and Section 4.4.2 of the LUC authorize the board of county commissioners from time to time by resolution to make text amendments to the LUC, following submittal to the county planning commission, and after public hearing with adequate notice (see Section 1.3.5 of the LUC).

C. The current LUC was adopted pursuant to Ordinance 2014-01 and became effective in February 2014. Following its adoption, the Chaffee County Board of County Commissioners (“BoCC”) approved various amendments and corrections to the LUC pursuant to Resolutions 2014-38, 2014-51, 2015-24, 2016-04, 2016-13 and 2016-24, 2016-42, 2016-49, 2016-51, 2016-52, 2017-01, 2017-22,

D. On February 27, 2018 (County Planning Commission) and March 13, 2018 (“BoCC”), public hearings were held following publication of the hearing on February 8th in The Mountain Mail and Chaffee County Times, both newspapers of general circulation within Chaffee County, for the purpose of receiving public comments with respect to the proposed adoption of text amendments to the LUC. The BoCC considered the proposed text amendments and recommendations of the County Planning Commission and determined that certain amendments to the recommended language were warranted.

E. The people of Chaffee County have had an opportunity to review the proposed changes to the LUC and have had an opportunity to make public comment for or against adoption of the proposed changes.

F. The BoCC has had an opportunity to review public comments with respect to the proposed changes and finds that publication of notice of the public hearing has been properly published and the requirements have been satisfied with respect to the public hearing.

G. The BoCC finds and declares it is necessary for the preservation and furtherance of the health, safety and welfare of the citizens of Chaffee County to amend the LUC as set forth in Exhibit A.

RESOLUTION:

The BoCC resolves as follows:

1. Amendments to the County Land Use Code. The Board hereby amends the Chaffee County Land Use Code by adopting the provisions set forth in the attached Exhibit A to this Resolution. Section 1 of Chaffee County Ordinance 2014-01 (referencing the November 19, 2013 version of the Land Use Code) is amended accordingly.
2. **Severability.** All provisions of this Resolution are intended to be severable. If a court or administrative body declares any provision or its application to be invalid or unenforceable, in whole or in part, such determination shall not affect, impair or invalidate any other provision of this Resolution. If a court or administrative body determines a provision or its application to be valid or enforceable only if its application is limited, its application shall be limited as required to most fully implement its purpose.

3. **Effective Date.** This Resolution shall be in full force and effect immediately upon adoption by the Board.

ADOPTED AND APPROVED by the Chaffee County Board of County Commissioners on April 3, 2018.

BOARD OF COUNTY COMMISSIONERS

[Acting] Chairman

The vote on the above Resolution was as follows:

Commissioner Dave Potts

Commissioner Keith Baker

Commissioner Greg Fett

STATE OF COLORADO, CHAFFEE COUNTY

ATTEST:

The above is a true and correct record of Resolution 2018—duly adopted by the Chaffee County Board of County Commissioners by a vote at a regular meeting, properly noticed and held on April 3, 2018.

Chaffee County Clerk
EXHIBIT A
TO CHAFFEE COUNTY RESOLUTION 2018—__
Effective January 2, 2018

The Chaffee County Land Use Code (LUC) is hereby amended as follows:

The following LUC Sections are amended with additions shown in red and deletions crossed out:

5.2.3 K Heritage Water Subdivision Exemption

The intent of this section is to identify particular conditions which might allow a property owner seeking to create one new lot through a division of land to, in certain situations, avoid the requirement of obtaining an augmentation certificate for an existing exempt well as may be permitted consistent with C.R.S. §37-92-602 et seq. The remainder parcel shall be subject to water augmentation. In order to qualify for a finding that such division of land is a "subdivision exemption" as contemplated by C.R.S §30-28-101(10)(d), each of the following conditions must be met:

1. One additional lot may be created on a property that has not been created by a previous subdivision exemption.
2. An augmentation certificate, or other augmentation plan, or other proof of adequate water, shall be required for the remainder parcel, regardless of size, before the plat is recorded.
3. The review process and submittal requirements shall be as described in Section 4.3.1 of the Chaffee County Land Use Code.
4. The following note shall be added to the subdivision exemption plat: 'Further subdivision of the Remainder Parcel, platted through the Heritage Water Subdivision Exemption process, shall be subject to the subdivision regulations in the Chaffee County Land Use Code.'
5. The following note shall be added to the subdivision exemption plat: 'The permitted well associated with the Heritage Well parcel was issued by the Colorado Division of Water Resources on the basis of certain criteria which may or may not remain satisfied following the subdivision exemption process, and the owner of the parcel retaining the Heritage Well is encouraged to contact the Division of Water Resources concerning re-permitting of the Heritage Well.'

Article 15 Definitions:

Animal Shelter. A facility used to temporarily house or contain stray, homeless, abandoned or unwanted animals and that is owned, operated or maintained by a public body, an established humane society, animal welfare society, or other organization for the purpose of providing temporary kenneling and finding permanent adoptive homes for animals.

7.8.17 Kennel/Animal Shelter
CHAFFEE COUNTY COLORADO
RESOLUTION 2018-__

RENAMING THE CHAFFEE COUNTY FAIR BOARD AND ESTABLISHING THE
CHAFFEE COUNTY FAIR COMMITTEE

FINDINGS AND CONCLUSIONS:

A. The Chaffee County Fair Board ("Fair Board") was created at the request of 4-H
members and leaders to set rules and regulations regarding the Chaffee County Fair. The Fair
Board was established pursuant to the authority granted to Chaffee County by C.R.S. §35-65-112.

B. The mission of the Fair Board is to organize, conduct, operate and hold a county fair
for the promotion of all mechanical, industrial, agricultural, horticultural, and livestock products
and other products and exhibits.

C. The Fair Board serves at the pleasure of the Board of Commissioners of Chaffee
County ("BoCC").

D. The BoCC desires to rename the Fair Board to better reflect its mission.

E. The new name shall be the Chaffee County Fair Committee.

RESOLUTION:

1. The BoCC hereby renames the Chaffee County Fair Board. The new name shall be the
Chaffee County Fair Committee.
2. By this resolution, the BoCC intends that the membership and officers of the Fair
Committee will be identical to those of the Fair Board and their terms of membership and office
will be identical. Fair Committee members will continue to serve at the pleasure of the BoCC.
3. Compensation and financial arrangements between Chaffee County and the Fair
Committee will be identical to those arrangements presently in effect for the Fair Board.
4. The BoCC hereby adopts the bylaws and financial policy attached hereto as Exhibits 1
and 2 as the bylaws and financial policy of the Fair Committee.
5. The name change established by this resolution shall not otherwise alter or modify prior
resolutions, or portions thereof, that concerned the Fair Board and that have not otherwise been
modified and that remain, as of the adoption of this resolution, in full force and effect.

ADOPTED AND APPROVED by the Chaffee County Board of County Commissioners
on April __, 2018.

BOARD OF COUNTY COMMISSIONERS

[Acting] Chairman

The vote on the above Resolution was as follows;

Commissioner Dave Potts

Commissioner Keith Baker
Commissioner Greg Felt

STATE OF COLORADO, CHAFFEE COUNTY
ATTEST:

The above is a true and correct record of Resolution 2018-__ duly adopted by the Chaffee County Board of County Commissioners by a ____ vote at a regular meeting, properly noticed and held on March ___ 2018.

Chaffee County Clerk
In order to insure compliance with Article VII of the Chaffee County Fair Committee Bylaws and Operating Procedures, and to address a recommendation made in the 2017 County audit, the Chaffee County Fair Committee adopts the following financial policy:

1. An annual budget shall be established and presented to the Board of County Commissioners for final approval. A Chaffee County Fair Committee fund shall be established whereby the Fair Committee annual budget shall be included within the County’s other funds and officially adopted under the procedures required by Colorado state statute. All activity in the fund shall be accounted for by the County Treasurer using the same procedures as the County’s other funds and shall be subject to annual audit.

2. Presently, two Fair checking accounts and a certificate of deposit are maintained. The Fair checking account (known previously as the Planning account) shall continue to be maintained under the conditions described below. The contents of the second fair checking account and certificate of deposit will be combined with the Fair account and all other accounts will be closed.

3. The Fair checking account will be used to issue checks, as follows. The Fair Committee Treasurer will be added as a signer to the account. The Fair Committee Treasurer may issue checks, subject to the controls imposed by the Bylaws and Operating Procedures and established by the County Treasurer. When checks over $10,000.00 are issued, a corresponding minute showing a required vote in compliance with Article VII, paragraphs 4 of the Bylaws, whichever may apply, will be created by the Fair Committee Secretary. A check register shall be maintained by the Fair Committee Treasurer. Every month the register, along with any corresponding Fair Committee minutes showing authorizations for checks over $10,000.00, shall be provided to the County Treasurer. The County Treasurer will then be responsible for entering the information from the register into the County CIC accounting system and reconciling the monthly bank statement.

Approved by the Chaffee County Fair Committee this 20th day of March, 2018.

[Signature]

Fair Committee Chair
CHAFFEE COUNTY FAIR COMMITTEE
BYLAWS AND OPERATING PROCEDURES

Adopted and approved by the Chaffee County Commissioners as of __________, 2018. This document supersedes and replaces any and all
Bylaws and/or Procedures or similar documents previously or currently in effect.

ARTICLE I
Creation and Purpose

1. Authorization. The Chaffee County Fair Committee ("Committee") was created by
the Board of Commissioners of Chaffee County ("BoCC") pursuant to C.R.S. § 35-
65-112.

2. Purpose. Pursuant to such statute, the purpose of the Committee shall be to plan, look
after, operate, and conduct the Chaffee County Fair ("Fair") on the Chaffee County
fairgrounds during each year. Specifically, the Committee shall:
   a. Set the Fair dates, plan and conduct the affairs of the Chaffee County Fair.
   b. Coordinate the production of a County Fair Junior Livestock Market sale.
   c. Assist in setting realistic standards and objectives for County Fair
      contests.
   d. Set Fair policy, supervise and coordinate the Chaffee County Fair.
   e. Serve as a liaison between the County Commissioners, the Extension
      Office and the people of Chaffee County regarding Fair matters.

3. Fairgrounds Manager. The fairgrounds and buildings and events occurring at the
County fairgrounds other than the County Fair shall be managed by the Fairgrounds
Manager. The Fairgrounds Manager shall be under the direction and control of the
BoCC.

ARTICLE II
Board Members

1. Membership. The Committee shall be comprised of 14 voting members, including a
Chairman, Vice-Chairman, Secretary and Treasurer. Membership shall represent all
interest groups and communities within Chaffee County ("County").

2. Qualifications: Any person living in the County or living in the geographic area
served by the Chaffee County 4-H program, at least 18 years of age and interested in
the objectives of the Committee and the County Fair is qualified to serve on the
Committee.

3. Term: Each member shall be appointed by the BoCC for a three-year term, or until
his/her respective successor has been appointed and qualified. The terms of office
shall be staggered so that approximately one-third of the members' terms expire on
January 31 of each year. Members shall serve at the pleasure of the BoCC. The Committee shall have an opportunity to review each nominee prior to approval by the BoCC.

4. **Removal.** A member may be removed from the Committee by the BoCC for chronic absenteeism or for such other good cause, as determined by the BoCC following recommendation by the Committee. Chronic absenteeism shall include three or more consecutive absences from meetings of the Committee without just cause, or absence from more than 50% of the meetings conducted in any 12 month period.

5. **Vacancies:** The Committee shall recommend to the BoCC nominees for replacement of any vacancies which occur. Vacancies also will be advertised pursuant to County policy. A vacancy occurring on the Committee shall be filled by appointment by the BoCC to the then vacant position. The Committee shall have an opportunity to review each nominee prior to approval by the BoCC. A person appointed to fulfill an incomplete term shall serve the remainder of the unexpired term.

6. **Compensation:** The County compensates the Committee account at the yearly rate of $2400 for Committee activities. Members may be reimbursed for reasonable documented expenses, approved by the Committee and incurred in performing Committee business.

**ARTICLE III**
**Ex-Officio Members**

Ex-officio members shall be held in an advisory capacity only and will have no vote. Ex-officio members of the Committee may include:

a. Three County Commissioners
b. Chaffee County CSU Extension Personnel
c. Fairgrounds Manager

**ARTICLE IV**
**Officers**

1. **Annual Election.** The Committee shall elect as officers by majority vote at its annual meeting in February of each year a Chairman, Vice-Chairman, Secretary, and Treasurer from among its members. Officers shall hold office for a term of one year. Officers shall be eligible for re-election.

2. **Chairman.** The Chairman shall preside at all meetings of the Committee; he/she shall prepare the agenda for each meeting, decide all points of order or procedure, and shall transmit reports and recommendations of the Committee to the BoCC.

3. **Vice-Chairman.** The Vice-Chairman shall assume the duties of the Chairman in his/her absence. In the absence of the Chairman and Vice-Chairman, a Chairman shall be selected by a majority vote of Committee members present.
4. **Secretary.** The Secretary shall:
   
   a. Keep the minutes of all Committee meetings in an appropriate format.
   b. Provide minutes of meetings to each member (including ex officio members) and to the County Director of General Administration after approval at the next scheduled meeting.
   c. Send notice of regular meetings of the Committee (including ex officio members) five days in advance of the meetings.
   d. Give notice of special meetings.
   e. Distribute the agenda for all meetings of the Committee.
   f. Inform the Committee of correspondence relating to business of the Committee and attend to such correspondence.
   g. Be custodian of Committee records and maintain the files of the Committee.

5. **Treasurer.** The Treasurer shall:
   
   a. Keep record of all monies of the Committee and any subcommittees.
   b. See that all bills are paid and monies owed are collected.
   c. Prepare and furnish to the Committee at regular meetings and at such other times upon request of the Committee, reports, including statements of account showing the financial position of the Committee and the results of its operations.
   d. Present an annual comprehensive financial report to the BoCC within ninety days following the end of the County Fair.
   e. Ensure the financial statements are audited each year by county auditors.

**ARTICLE V**

**Meetings and Procedures**

1. **Set Annually.** The Committee shall annually set the day(s), time(s), and place(s) for their regular monthly meetings for the year.

2. **Minimum Number.** The Committee shall hold a minimum of ten monthly meetings for the one-year period. Regular meetings shall be held on a monthly basis and more often if necessary. The Chairman shall call all meetings.

3. **Special Meetings.** Special meetings may be called by the Chairman or Vice Chairman provided that at least 24-hours’ notice is given to each member and to the County Director of General Administration.

4. **Open Meetings/Open Records.** All meetings and records of the Committee shall be subject to the requirements of the Colorado Open Meetings Act and the Colorado Open Records Act (CORA).

5. **Quorum.** No less than a majority of the Committee membership (excluding the Chairman or Acting Chairman) must be present at a regular or special meeting to constitute a quorum and transact business. An affirmative vote of a majority of a quorum shall be required to take or approve official and/or binding action. In the
event of an emergency and the non-availability of a quorum, the Executive Board consisting of the three elected officers shall have the authority to make a decision by a majority vote, except concerning financial matters.

6. Attendance. Any member of the Committee, who has knowledge of the fact that she/he will not be able to attend a scheduled meeting, shall notify the Committee secretary.

7. Contracts. No Committee member shall enter into any contract or agreement that binds the County or the Committee. All contracts must be approved or ratified by the BoCC.

8. No Special Privileges. No Committee member shall be granted any special privileges or considerations that would not be granted to a fairground’s lessee.

ARTICLE VI
Subcommittees

1. Standing Subcommittees. Standing subcommittees of the Committee shall be as follows:

   a. Finance: Members shall be Committee Chairman and Committee Treasurer. In addition to overseeing the collection of monies in connection with the Fair, the Finance Committee in concert with the Fairgrounds Manager shall develop proposed budget line item requests to the County Budget Officer for consideration with the preparation of the annual Fair and fairgrounds budget.

   b. Policy: The Policy Committee shall assist in developing and reviewing all policies and procedures governing the Fair and the fairgrounds, including fees and usage of the fairgrounds and submitting such policies and procedures for consideration by BoCC.

2. Subcommittees. Subcommittees of the Finance Committee shall be as follows:

   a. Budget: Shall include Fairgrounds Manager, Chairman of Building and Grounds Committee, and the Executive Board.

   b. Donations and Grants: Shall be filled by members as deemed necessary and advisable by Finance Committee.

3. Additional Committees. The Committee may establish such other subcommittees as it deems advisable and necessary to carry out the duties and responsibilities of the Committee and assign each committee specific duties or functions.

4. Appointment. The Chairman, with concurrence of the Committee, shall appoint the members and officers of each subcommittee. The Chairman shall fill vacancies on subcommittees as they may occur.

5. Reports. The Chairman of each subcommittee shall report to the Committee at each of the Committee’s regular meetings and at other times as the Chairman may request.
6. **Operating Procedures.** All committees shall be subject to these Operating Procedures.

**ARTICLE VII**

**Committee Budget, Operating Costs, and Funds**

1. The Committee shall establish an annual budget according to County guidelines. The annual budget for the Committee will be presented to the BoCC for final approval.

2. All accounts shall be maintained by the County Treasurer in accordance with applicable law.

3. Distributions from the Committee accounts under $2,500 require one Committee member to authorize. Amounts between $2,500 and $10,000 must be approved by at least two of the four Committee officers (President, Vice President, Secretary, or Treasurer). Distributions greater than $10,000 must be approved by a majority vote of the Committee.

4. The Committee shall have no power to levy or collect any tax; but it may impose and collect fees and charges for services rendered or facilities provided to users, attendees, vendors, or other participants of the County Fair. All fees and charges must be maintained by the County Treasurer, in accordance with state statute.

**ARTICLE VIII**

**Amendments**

These bylaws may only be amended by written document duly approved or ratified by the BoCC.

APPROVED by the Fair Committee on **March 20**, 2018.
PLANNING COMMISSION RECOMMENDATION

Date: March 27, 2017
To: Chaffee County Board of County Commissioners
From: Chaffee County Planning Commission
Subject: Appoint Planning Commission Members to Salida Regional Planning Commission

Note: The following recommendation is an excerpt of the draft Planning Commission meeting minutes of February 27, 2018 and March 27, 2018 and should be considered as a draft summary of their recommendation until the minutes are approved at their next regular meeting.

February 27, 2018 Meeting:
Members present: Bruce Cogan, Dan McCabe, Karin Adams, Mike Allen, Tracy Vandaveer, Bill Baker and Joe Stone.

Dan McCabe moved to appoint Tracy Vandaveer and Rob Treat to the Regional Planning Commission, and Karin Adams seconded. The motion passed unanimously.

March 27, 2018 Meeting
Members Present: Karin Adams, Mike Allen, Bruce Cogan, Marjo Curgus, Dan McCabe, Joe Stone and Bill Baker

Mike Allen moved to appoint Marjo Curgus to the Salida Regional Planning Commission. Bill Baker seconded and the motion carried unanimously.
FILLING VACANCIES ON THE SALIDA REGIONAL PLANNING COMMISSION

FINDINGS AND CONCLUSIONS:

A. The provisions of Section 18 of Article XIV of the Colorado Constitution and C.R.S. § 29-1-203 allow Colorado local governments to cooperate or contract with one another to provide any function, service or facility lawfully authorized to each local government, including, but not limited to, the function of planning or regulating the development of land.

B. C.R.S. § 29-20-105 authorizes and encourages Colorado local governments to cooperate or contract with each other for the purposes of planning and regulating the development of land through the joint adoption of planning, zoning, building, subdivision, and related regulations.


D. The Chaffee County Board of Commissioners (BoCC) and the City of Salida (City) are parties to an Intergovernmental Agreement (IGA). The IGA provides that Chaffee County and the City shall form a joint planning commission ("Salida Regional Planning Commission" or "Salida RPC") to review development requests within the Municipal Growth Area and perform long-range planning. Pursuant to the IGA, the BoCC appoints three members from its Planning Commission and the City appoints three members from its Planning Commission to serve on the Salida RPC.

E. Members of the Salida RPC are appointed for one-year terms; the appointment date is consistent with the appointment date for each entity’s Planning Commission.

F. The current Chaffee County appointees are as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracy Vandaveer</td>
<td>January 31, 2018</td>
</tr>
<tr>
<td>Rob Treat</td>
<td>January 31, 2018</td>
</tr>
<tr>
<td>Rick Shovald</td>
<td>January 31, 2018</td>
</tr>
</tbody>
</table>

G. The Chaffee County Planning Commission unanimously recommended to the BoCC that Tracy Vandaveer and Rob Treat be reappointed as regular members to serve on the Salida RPC with terms expiring January 31, 2019.

H. The BoCC finds that Tracy Vandaveer and Rob Treat have been and will continue to be effective members of the Salida RPC.

I. The Chaffee County Planning Commission unanimously recommended to the BoCC that Marjo Curgus be appointed as a regular member to serve on the Salida RPC with terms expiring January 31, 2019.
J. The BoCC finds that Marjo Curgus would be an effective member of the Salida RPC.

RESOLUTION:

The BoCC resolves as follows:

1. The following shall be reappointed to the Salida Regional Planning Commission:

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracy Vandaveer</td>
<td>January 31, 2019</td>
</tr>
<tr>
<td>Rob Treat</td>
<td>January 31, 2019</td>
</tr>
<tr>
<td>Marjo Curgus</td>
<td>January 31, 2019</td>
</tr>
</tbody>
</table>

ADOPTED AND APPROVED by the Chaffee County Board of County Commissioners on April 3, 2018.

BOARD OF COUNTY COMMISSIONERS

[Acting] Chairman

The vote on the above Resolution was as follows:

Commissioner Dave Potts
Commissioner Keith Baker
Commissioner Greg Felt

STATE OF COLORADO, CHAFFEE COUNTY
ATTEST:

The above is a true and correct record of Resolution 2018-__ duly adopted by the Chaffee County Board of County Commissioners by a ____ vote at a regular meeting, properly noticed and held on April 3, 2018.

Chaffee County Clerk