

**MEETING MINUTES**  
**GRAND COUNTY BOARD OF COUNTY COMMISSIONERS**  
**GRAND COUNTY DEPARTMENT OF SOCIAL SERVICES**  
**GRAND COUNTY HOUSING AUTHORITY**

March 12, 2019

Present: Commissioner Richard D. Cimino, Commissioner District 1 - Chair  
Commissioner Merrit S. Linke, Commissioner District 2  
Commissioner Kristen Manguso, Commissioner District 3

Also Present: County Clerk and Recorder Sara L. Rosene  
Interim County Manager Ed Moyer  
County Attorney Chris Leahy

Those present recited the Pledge of Allegiance.

Commissioner Linke moved to approve the Meeting Minutes of the March 5, 2019, Board of County Commissioner's meeting with corrections.

The motion passed unanimously.

Commissioner Cimino announced that the Board is sitting as the Grand County Housing Authority.

Housing Authority Manager Sheena Darland stated that Senior Housing Options is in the process of closing the books at Cliffview. Middle Park Health has taken over the management of Cliffview. Cliffview is currently down two residents but there is a waiting list for residents.

Commissioner Cimino announced that the Board is sitting as the Grand County Board of Commissioners.

General Public Comments

Jessica Foley, who lives in Granby, came to invite the Board and the community to a Composting Community Discussion, Sunday, March 17 from 10:00 a.m. to 1:00 p.m. at Mountain Park Electric Community Room 321 W. Agate Avenue, Granby. The meeting is presented by Infinite West.

Employee Recognition / Coin Ceremony

Interim County Manager Ed Moyer announced the March County employment anniversaries.

Mr. Moyer stated that Richard Broady has been employed by the County for 10 years.

Mr. Moyer presented Grand County Coins of Excellence to the following individuals:

Rachel Drewett for her excellent work in the Department of Human Services  
Donald Dailey for his outstanding volunteer work for the Grand County Historical Association

Finance Department

Cathy Henderson for Finance Director Curtis Lange presented the Check Register and Expenditure List to be paid on March 13, 2019, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Linke moved to approve the checks presented on March 12, 2019 for payment on March 13, 2019 for the Grand County Housing Authority.

The motion passed unanimously.

Cathy Henderson for Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on March 13, 2019, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Linke moved to approve the vouchers presented on March 12, 2019, for payment on March 13, 2019 for the Grand County Board of Social Services.

The motion passed unanimously.

Commissioner Linke moved to approve the wires payment, vouchers, and interfund transfers presented on March 12, 2019, for payment on March 13, 2019 for Grand County.

The motion passed unanimously.

### Departmental Contracts, Comments, Issues

Commissioner Manguso moved to approve and authorize the Chair to sign 2019 Grand County Annual Operating Plan for wildfires as presented by Grand County Sheriff Brett Schroetlin.

The motion passed unanimously.

Sheriff Schroetlin would like to hire a seasonal Fire Officer. Sheriff Schroetlin stated that he would like to use money out of the vacancy savings for this 6-month position for fire management. The total cost of the employee will not exceed \$25,000.

The Board supports the request.

Community Development Director Robert Davis stated that his office has not been issuing building permits for garages when on a lot with no residence. Mr. Davis asked if he could go before the Planning Commission to develop criteria for allowing the building of garages on lots with no residence.

The Board would like Mr. Davis to take the idea before the Planning Commission.

Mr. Davis stated that he has brokered a meeting with Mr. Leonard regarding the Pole Yard.

### Manager & Attorney Items

Andy Miller stated that he is looking for a governmental sponsor for an Open Lands River and Trails project for Grand Huts Association that is a 501c3 organization. It is a planning grant for the Schowalter Hut project. Mr. Miller would like non-motorized access to the property.

GHA Mission: Linking the Grand County backcountry with a system of eco-friendly huts that can be used year-round for cross-country skiing, snowshoeing, hiking, biking and other non-motorized outdoor pursuits by diverse populations.

The Broome Hut on Second Creek (Berthoud Pass)

- Opened in 2013
- Self-sustaining
- 75% occupancy in winter & summer
- Education programming
- Entirely off-grid

Schowalter Hut: Project Highlights

- Initial land donation of 40 acres valued at \$100,000
- Naming rights of the hut for initial donation of \$100,000
- Architectural design and engineering donated by Outlier and JVA Engineering
- Land access & site visits have occurred in multiple seasons
- GHA has identified both summer and winter access routes
- Hut route will allow for public access to federal land: Indian Peaks Wilderness, Arapaho National Recreation Area and James Peak Protection Area

Schowalter Hut: Next Steps

- Phase I: Planning & Appraisals: April – June 2019
- Phase II: Property Acquisition/Easements: June – August 2019 (working with CHLT)
- Phase III: Hut and Trail Construction/Maintenance: August – October 2019; May – August 2020 (working with HTA & USFS)
- Phase IV: Trailhead Enhancements & Signage: September – October 2020

The Schowalter Hut & OLRT Criteria:

- Land conservation: property is large enough (66-acres + additional 40-acre donation for hut site) to protect conservation values (i.e. wildlife corridor);
- Public access to open space/federal land and additional access to the Continental Divide National Scenic Trail;
- Contiguity to existing protected properties (both McDermott property and USFS land—Indian Peaks Wilderness Area, James Peak Protected Area and the Arapaho National Recreation Area);
- Percentage of value donated by landowner;
- Leveraging other funds: Over \$200K secured

The Board will consider the request.

### Manager & Attorney Items

Interim County Manager Ed Moyer presented the weekly update.

Commissioner Manguso moved to approve the Letter of Agreement between Grand County Board of Commissioners and Fly Ry Adventures, LLC in the amount of \$2,939.34 for January 1, 2019 through December 31, 2019 for Hangar No. 4 at the Granby – Grand County Airport as presented.

Discussion: Commissioner Cimino stated that he would like the Board to consider raising the amount of lease. It will be discussed at budget time.

The motion passed unanimously.

Commissioner Manguso moved to approve the Letter of Agreement between Grand County Board of Commissioners and Brett Gingery in the amount of \$2,939.34 for January 1, 2019 through December 31, 2019 for Hangar No. 3 at the Granby – Grand County Airport as presented.

The motion passed unanimously.

Commissioner Manguso moved to approve the Letter of Agreement between Grand County Board of Commissioners and Independence Enterprises, LLC in the amount of \$2,939.34 for January 1, 2019 through December 31, 2019 for Hangar No. 2 at the Granby – Grand County Airport as presented.

The motion passed unanimously.

Commissioner Manguso moved to approve the Letter of Agreement between Grand County Board of Commissioners and Bob Liddle in the amount of \$2,939.34 for January 1, 2019 through December 31, 2019 for Hangar No. 1 at the Granby – Grand County Airport as presented.

The motion passed unanimously.

Commissioner Manguso moved to approve the Letter of Agreement between Grand County Board of Commissioners and Strohauer Farms, Inc. in the amount of \$2,939.34 for January 1, 2019 through December 31, 2019 for Hangar No. 5 at the Granby – Grand County Airport as presented.

The motion passed unanimously.

Commissioner Linke moved to appoint Granby Town Manager Aaron Blair to the Grand County Emergency Telephone Services Authority Board.

The motion passed unanimously.

Commissioner Manguso moved to approve the 2019 Memorandum of Understanding by and between the Board of County Commissioners of the County of Grand State of Colorado and Grand County, Colorado, for the Windy Gap Project in the amount of \$1 million.

The motion passed unanimously.

Commissioner Manguso moved to approve letters to the following individuals thanking them for their participation in interviewing candidates for County Manager:

Paul Chavoustie  
Bob McVay  
Grover Pryor  
Brett Schroetlin  
Tom Weydert  
Tina Whitmer  
Gary Bumgarner  
Nicolas Catanzarite  
Ali Ladefoged  
Frank Reeves  
Mike Ritschard  
Katherine Ross

Tara Sharp  
Tom Siefers

The motion passed unanimously.

Commissioner Manguso moved to approve Resolution No. 2019-3-5, "A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO ESTABLISHING A POLICY REGARDING THE AUTHORITY OF THE COUNTY MANAGER TO EXECUTE CONTRACTS BINDING ON THE COUNTY"

The motion passed unanimously.

County Attorney Chris Leahy asked for permission to respond on behalf of the Treasurer for Quiet Title suit. The Board gave Mr. Leahy direction to respond on behalf of the Treasurer.

Mr. Leahy stated that the County received a Notice of Intent to Sue under the State Tort Claims Act for a motor cycle accident on Highway 40.

#### Board Business / Correspondence / Calendar

##### Consent Agenda

Resolution NO. 2019-3-1, "A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, SITTING AS THE GRAND COUNTY BOARD OF HUMAN SERVICES, TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE EAST GRAND SCHOOL DISTRICT AND THE GRAND COUNTY BOARD OF HUMAN SERVICES FOR SCHOOL STABILITY FOR STUDENTS IN FOSTER CARE"

Resolution No. 2019-3-2, "A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, SITTING AS THE GRAND COUNTY BOARD OF HUMAN SERVICES, TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE WEST GRAND SCHOOL DISTRICT AND THE GRAND COUNTY BOARD OF HUMAN SERVICES FOR SCHOOL STABILITY FOR STUDENTS IN FOSTER CARE"

Resolution No. 2019-3-3, "A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO TO EXECUTE TEN (10) CHILDCARE HEALTH CONSULTING CONTRACTS BY AND BETWEEN VARIOUS SERVICE PROVIDERS AND THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO"

Resolution No. 2019-3-4, "A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO APPROVING AND ADOPTING AMENDMENTS TO THE GRAND COUNTY PERSONNEL MANUAL TO REMOVE REFERENCES TO THE PERSONNEL POLICY REVIEW COMMITTEE, EFFECTIVE IMMEDIATELY"

Commissioner Manguso moved to approve the approve Consent Agenda.

The motion passed unanimously.

Commissioner Linke attended a meeting in Fort Collins with ARDEC / CSU regarding the molybdenum standard in the discharge water.

Commissioner Linke attended the Grand County All-Hazards Workshop.

Commissioner Linke attended the Grand Lake Community Create Space.

Commissioner Cimino met with Infinite West regarding landfills and recycling.

March 13                      Commissioner Cimino will attend a CCAP meeting at 225 E. 16th Avenue, Denver from 5:00 p.m. to 8:00 p.m.

March 13                      Commissioner Linke will attend a Rural Workforce Development meeting by Webinar at 1:30 p.m.

- March 14 Commissioners Linke and Cimino will attend the Boulder County Commissioner's meeting at 4:30 p.m. at the Boulder County Courthouse, Third Floor, 1325 Pearl Street, Boulder, CO regarding the 1041 Permit discussion regarding Denver Water and Moffat Gross Firing Project
- March 14 Commissioner Manguso will attend UCC meeting at the Sagebrush in Grand Lake at 7:30 a.m.
- March 14 & 15 CCI meetings at the CCI Building, 800 Grant Street, Denver from 9:00 a.m. to 3:00 p.m. (Commissioner Cimino)
- March 13, 14, 15 Commissioner Cimino will be attending legislative hearings
- March 18 The Board of County Commissioners are holding a workshop with the Colorado Department of Public Health and Environment, 4300 Cherry Creek S. Drive at 9:30 a.m.
- March 20 Commissioner Linke will attend an AGNC meeting in Glenwood Springs at the Garfield County Commissioner's Meeting Room
- April 20 Commissioner Linke will volunteer at the 9Health Fair in Granby
- May 13 Mayor and Manager's meeting

### Chief Information Security Officer Quarterly Update

Presented by Chief Information Security Officer Kirk Magnusson:

#### Concerns & Issues

- Security
  - Domain
  - Network
  - Application/E-mail
  - Sensitive Data
  - Physical
- Staffing Resources – very low response to Tech I job posting
- Training
  - Operational
  - Technical
  - Security
- Policy development and enforcement
- Business Continuity

#### Security

- Domain consolidation
  - Courthouse/Health
- Network
  - Correct addressing scheme
  - Segmentation of network
- E-Mail – Phishing and Spear-Phishing
- Application – Current and supported systems
- Sensitive Data – Correctly stored with appropriate access rights
- Physical – Dual factor access – key cards/fobs and PIN
- Training – KnowBe4 solution
  - Computer use
  - Cyber-Security/HIPAA/CJIS/PII/PCI
- Policy development and enforcement
  - Change Management
  - Top level management support

#### Projects

- 2018 – HIPAA Gap Analysis
  - Meditology brief in May 2018
  - Must go beyond HIPAA – CJIS, GDPR
- 2018 – Fiber Circuit to Kremmling – Implemented, supports Coroner, Sheriff, EMS
  - Future radio links to CSU Extension, Road & Bridge, Airport?
- 2018 Firewall Upgrade – Deployed mid-year
  - Major upgrade closely tied to network upgrade
  - Reduce exposure by eliminating VPN concentrators – Ongoing
- 2018 Network Upgrade - replaced aged core and network equipment
  - Segmented traffic for security/performance enhancements
  - Corrected and simplified addressing scheme
  - Reduced public facing systems in DMZ
- Virtual Server Environment – Highly Redundant, Highly Available
  - Large project affects many systems

- 2019 – Acclaim Upgrade – Clerk & Recorder’s Office
  - Project Kickoff Feb 2018
- 2019 eForce Servers – Sheriff’s Office
  - Moves to new environment and storage
  - Multiple servers/resources
- 2019 – Incode Upgrade – Finance Department
  - Project Kickoff Feb 2018
- 2019 Laserfiche Upgrade – County users
  - Training refresher performed January 2019
  - Plan/Evaluate future upgrade path and options (Avante)
- 2019 Stratus Replacement – Numerous resources
  - Heavy reliance on these servers
  - Will reside in new Virtual Environment
- 2019 Video Surveillance – Clerk & Recorder & County-wide
  - C&R has statutory requirements and looming deadlines – work started 12/2018
  - County-wide consideration – new facilities
- 2019 – Website Refresh – Alexis Kimbrough
  - Update is part of existing contract
  - Project kickoff Feb 2018
  - Site is 5+ years old
  - New framework on Content Management System – CivicEngage
  - Update in artwork and some layout items
  - Pre-Refresh consideration of Brand/Design/Communication Enhancements
  - Approximately a 7-month project
  - Reviewing stale/inaccurate/redundant information
  - Removing dead links
  - Content remains County responsibility
  - Future modules to consider
    - CivicClerk – builds minutes, agendas, live broadcast, BOCC voting
    - CivicHR – Applicant Tracking, Employee Onboarding, Performance
    - Department Headers – Allows more departmental latitude yet maintains overall County branding

#### Other Topics

- Wireless Communications
  - Verizon – 141 lines
    - Federal contract expires July 2019
    - Move to ValuePoint contract
      - Potential savings by tailoring services
    - Offers ‘FirstNET-like’ services – First Responders priority
    - Emergency deployment assets are available
  - AT&T courting county for FirstNET contract
    - Built separate nationwide ‘core’ for First Responders
    - Emergency deployment assets available
    - Claims in-county coverage equals Verizon
    - Owns entire 20Mhz spectrum called “Band14”
  - T-Mobile
    - Adding infrastructure to Grand County
    - Owns much of 700Mhz spectrum
- Fiber connectivity
  - Granby and EOC
- E-Mail Server
  - MS Exchange Online
    - Lowers network exposure
    - Eliminates hardware lifecycle and infrastructure
    - Subscription service – little county maintenance
  - MS Exchange Server Self-hosted
    - Higher up front costs
    - Lifecycle/administration/maintenance remains County burden
  - Existing Server not mainstream
    - Lower cost
    - Less secure/less support/lifecycle/maintenance
    - Less features

Teamwork & Respect

- Respect – Information Technologies values and respects the roles of every client along with their support needs. We take the stewardship of County systems and digital assets seriously. We promote technology as an enabler to progress and an accelerant for success.
- Availability
  - Normal Hours follow Administrative Building Hours M-F 8:30 to 5:00
  - All staff members have Desk Phones and Mobile Phones
  - After Hours – Call Kirk then Andrew then Mark then Eric
- Support Requests
  - Ticket System –
    - Simply e-mail support@co.grand.co.us and a ticket will be created. Preferred
    - Ticket replies provide a link to the ticket system for tracking purposes
  - Call – if the request cannot wait – call a Technician Andrew then Kirk
- Kirk maintains the same phone number and extension as always – ext. 142 of 725-3042

#### Support Tickets

January 1, 2019 through March 7, 2019

- 548 Support Tickets to date
- Majority generated through support@co.grand.co.us e-mail
- Automatically generated tickets via support@co.grand.co.us
- Tech I and Tech II field most tickets, escalating as necessary
- Tech I and Sys Admin sharing load until vacancy is filled

#### Strategic Plan

- Broadband
  - Middle Park Health willing to host Meet-Me Centers(MMC) in Granby and Kremmling – possibly Fraser
    - Equipment Costs per Meet-Me Center - \$63,000
      - DOLA Grant will fund \$25,500 of each Meet-Me Center
    - Monthly Recurring Costs (MRC) per Met-Me Center - \$6,000
    - MMC Host responsible for:
      - Initial Costs and MRC
      - MMC access and support
      - Selling broadband to interested parties to offset expense

#### Treasurer's Report

County Treasurer Christina Whitmer presented her monthly report.

#### Department of Human Services Quarterly Update

Presented by Human Services Director Deb Ruttenberg:

##### Unit Updates

Colorado Child Care Assistance Program

As of 3/06/19 – 31 families with 37 children on the program.

11 families or 16 children on the program (In June)

Child Welfare and Adult Protection

Colorado Child Abuse Hotline – 1-844-CO-4-KIDS

July 2017- May 2018: We received 97 hotline reports.

July 2018 – March 2019: We received 103 hotline reports.

Courtesy cases for Clear Creek County and Douglas County (on-going)

Courtesy case completed for Routt County

July 2018 – March 2019: We have received 23 APS hotline reports (a couple of these are Jackson County)

Economic Security Programs

Medicaid Members – 695 (756) under the age of 21 as of December 31, 2018

1105 (1213) age 21 and over

Total Grand County Medicaid Members = 1800 (1969 as of June)

2,097 last year at the same time

CHP+ Members – 218 as of January 2019 (as of July 236)

This decline in numbers is seen in neighboring counties as well – Routt, Lake, Summit, Jackson.



**Grand County Fact Sheet**

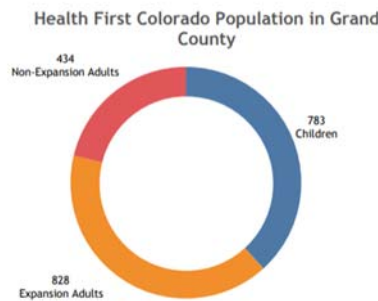
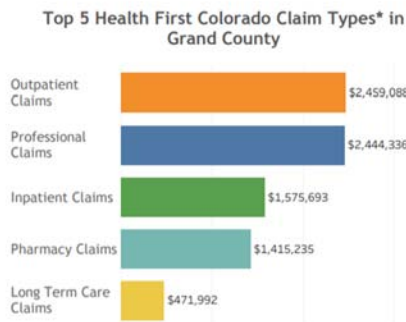
**\$9,589,064**  
 Total Health First Colorado  
 expenditure for members  
 living in Grand County

**13.78%**  
 of the Grand County population  
 is enrolled in Health First  
 Colorado

**2,045**  
 Average number of Health First  
 Colorado members enrolled per  
 month in Grand County

**828**  
 of these members were  
 Affordable Care Act (ACA)  
 Expansion Adults & Parents

**253**  
 Number of Child Health Plan  
 Plus (CHP+) members in  
 Grand County



**On-going workload**

Medical Assistance – Ongoing Cases: 965  
 (case = a household of one or more members)

Food Assistance – Ongoing Cases: 223  
 (case = a household of one or more)

Average 26 new applications per month (approx. 1.5 hrs to process) of these avg. of 6 are Expedited – 7 days to process

**Child Support Services**

Calendar Year 2018 Total Cases = 350  
 Average monthly support collected: \$84,888  
 Total support collected: \$1,018,656

In July – Julie will be attending APA – (Administrative Process Procedure) training which will allow us to have back-up for Shannon. APA training will teach Julie how to establish an order for child support.

**Collaborative Management Program / HB1451**

Current Caseload: Active = 7 families with 12 kids

**Incredible Years Parent Groups 2018-2019**

- Granby 21 parents
- Fraser 15 parents
- Kremmling 12 parents

In the 2017-2018 year parents reported an increase in positive parenting and a decrease in harsh discipline. Parents reported their child increased their prosocial communication and their emotion regulation. “This class has created a cocoon-like atmosphere and camaraderie between the participants. Many of these parents will be parents in our lives all through school. Having shared experiences and a shared knowledge base with these families will be priceless. Thank you for the opportunity to take this class; it is a game-changer for families --- no matter their station in life!” --- IY Parent

**Financial Update**

Grand and Jackson Combined - County CDHS and HCPF Administration

Allocation for 18-19: \$382,347  
 Combined Expenditures as of January 31, 2019: \$257,093

Child Welfare Allocation for 18-19: \$518,090  
 Expenditures as of January 31, 2019: \$337,057

\*\*\*Cost considerations – attorney fees due to conflicts with cases are paid at a significantly higher rate than county attorney

Combined Grand and Jackson Adult Protection Services Admin.

Allocation for 18-19: \$40,562  
 Expenditures as of January 31, 2019: \$31,845

CCCAP Allocation for 18-19: \$167,885  
 Expenditures as of January 31, 2019: \$138,146



\*\*\*\*Projected to overspend this as expected due to removing the waitlist and serving 21 more kids than in June. Spend about \$20,000 per month. Can purchase approximately \$12,000 in CCCAP from Jackson County. Colorado Works Allocation for 18-19: \$166,492

Expenditures at January 31, 2019: \$79,279

\*\*\*Underspending this – can be used to pay for CCCAP over expenditures. Can also purchase TANF funding from Jackson County for the cost of the MOE.

CORE Services Allocation for 18-19: \$115,944

Expenditures as of January 31, 2019: \$55,744

#### Department News

HCPF Grant – Medicaid Fraud Investigation aka the Grand County Program Integrity Project – UPDATE on PROGRESS

\*Utilize a training developed by Pitkin County to train our techs to prevent fraud focusing on interviewing techniques and verifications. Completed in the fall. Trainer from Pitkin County came to train our staff.

\*Create an on-line anonymous referral system to report suspected Medicaid Fraud. Completed. Worked with our awesome IT Department to get this done.

\*Create a video and powerpoint to educate clients of program rules and requirements.

In progress. MPHS student created a great video – however, our new Communications Coordinator is polishing this to create a more professional looking video. TV and Tablets purchased to show the video on.

\*Bolster relationships with community partners, law enforcement, and the DA to ensure they understand our intentions as well as create a potential threshold for prosecution.

Will start working on this in the next month.

#### Jackson County –

- Prior IGA was outdated and was revised to financially reflect the support currently provided by Grand County (effective January 1, 2019)
- Absorbed Child Welfare/APS duties (but not costs) by current Grand County caseworkers
- Hired new Eligibility Tech in Grand County that does Jackson County and Grand County work and goes to Jackson County once per week.
- Time reporting is used for all time spent on direct Jackson County work.
- Grand receives 20% of Director, Supervisors and Accountant’s personnel costs to cover administrative functions
- Child Welfare/APS staff have met with partners in Jackson to explain changes and processes for referrals and on-going cases
- Fully staffed. Have 4 “new” employees in various stages of training in our Economic Security unit.
- ESF #6 Duties and Trainings – working to set up meeting with partners April 10. Had 2 preliminary meetings with Tara Gourdin and Red Cross.
- Dan Mayer and Jim Kraker from the Sheriff’s Office and Granby PD came and presented a safety training talk to our dept in January. Staff would like to participate in a Self-Defense class.
- Trainings attended by Child and Adult Protection staff since September: Intro to Trust Based Relational Intervention, Sexual Health Fluency, Bonded When Broken, Digging Deeper: When Consent is not Consent, Human Trafficking Workshop, Women Who Molest Children, Strengthening Colorado Families and Communities Conference, Child Welfare Conference
- Received about \$2000 in SNAP incentives and will work with Alexis to create tri-fold brochures and posters to advertise the program in Grand and Jackson Counties. (Supplemental Nutrition Assistance Program – aka- Food Assistance)

#### Public Hearing – River Run Ranch, 1041 Site Application Permit

The Public Hearing scheduled to begin at 1:00 p.m. was called to order by Chair Cimino at 1:03 p.m. County Attorney Leahy set the record with the following exhibits:

- A. Grand County Development Application dated November 01, 2018
- B. Vicinity Map
- C. Vicinity Map depicting the 500 feet Notification buffer as established by the Grand County GIS
- D. Interested Parties Memo Dated February 5, 2019
- E. Public Notice –Dated February 7, 2019
- F. Proof of Publication – Middle Park Times, February 7, 2019
- G. Certified Mailings to all property owners 500 feet as established by the Grand County GIS
- H. Public Review Sheets with and without signatures
- I. Regulation 22 Application form dated October 2018
- J. Basis of Design Report dated October 2018
- K. Application for 1041 Permit for major extension of existing sewage treatment system
- L. Draft 1041 Permit

- M. Email from Tammy Granger, Granby Sanitation
- N. Staff Report dated March 12, 2019
- O. Power Point presentation by Community Development presented March 12, 2019
- P. Resolution 2007-5-1 dated October 8, 2007
- R. Technical Specifications for River Run Ranch RV Resort & Smith Creek Crossing Offsite Force Mains-Highway 34 Crossing Dated January 2019

**PROJECT NAME:** River Run Ranch – 1041 Permit for off-site parallel force mains  
**APPLICANT:** Sun River Run Ranch RV, LLC, represented by Mark Van Nostrand  
**LOCATION:** Public Rights of Way Crossing US Hwy 34 and US Hwy 40 located in the NW ¼, SE ¼ Section 25, Township 2 North, Range 77 West of the 6th P.M.

**APPLICABLE**

**REGULATIONS:** Grand County Master Plan, Grand County 1041 Regulations  
**ZONING:** Tourist District & Forestry and Open District

**ATTACHMENTS:**

- A. Grand County Development Application
- B. Vicinity Map
- C. Draft 1041 Permit
- D. Application for Parallel Force Mains by WWE
- E. Regulation 22 “Site Application” & Basis of Design Report by WWE
- F. Technical Specifications for Offsite Parallel Force Mains
- G. Offsite force mains

**STAFF PLANNER:** Alexander Taft, LEED Green Associate

**REQUEST:** Review of a Site Application for 1041 Permit to install parallel force mains along and across U.S. Highway 40

**I. BACKGROUND**

This proposal was reviewed by Planning Commission November 14, 2018 where recommendation of approval was provided and then approved by Board of County Commissioners, December 11, 2018. The approved alignment was based on a similar approval in 2007 for the former Shorefox development. The Applicant contacted Staff in mid-January following discussions with Union Pacific Railroad about the “Crossing & Longitudinal Pipeline Encroachment Agreement” upon discovery, methods for obtaining this agreement would take more time and be much higher cost than feasible.

There are no administrative provisions enabling Staff to desk amend this approval that would allow for the realignment to occur more quickly or simply. The site application for the County involves the force main that crosses US Highway 34 R.O.W., a parcel north of US Highway 40, and US Highway 40 R.O.W. south of the Granby town boundary, totaling approximately 750 linear feet.

River Run Ranch RV Resort and Smith Creek Crossing is a development of land owned by the Sun Communities located northwest of the intersection of US Highways 34 & 40. Previously proposed as the Shorefox development, a similar proposal was reviewed and approved in 2007 by Resolution PER 2007-5-1. The permit expired in 2008.

Sun River Run Ranch RV, LLC (the “Applicant”) purchased the property from the Town of Granby and is assuming and updating existing agreements with the Granby Sanitation District, the Colorado Department of Transportation and the Union Pacific Railroad to construct a system substantially similar to that proposed by Shorefox. The portion of the project under review by Grand County is piping comprising two parallel Force Mains that connect the collection system and lift station on the Applicant’s property with the collection system operated by Granby Water and Sanitation District.

The current proposal is very similar to that approved for Shorefox except that the proposed parallel mains are sized for higher flow and are therefore larger diameter, and the crossing under the railroad tracks will parallel the existing 21 inch crossing operated by Granby Sanitation District to increase redundancy.

**II. ANALYSIS OF COMPLIANCE WITH THE GRAND COUNTY MASTER PLAN**

The Grand County Master Plan contains seven (7) Plan Elements that form the core of the Master Plan.

The Plan Elements include policies and implementation actions, of which one is most relevant to the development supported by this 1041 proposal. – Element 4.

Plan Element 4 – Community and Public Facilities.

Plan Element 4 focuses on the development of public facilities and infrastructure. The River Run Ranch RV Resort and Smith Creek Crossing development is located within the boundaries of the Town of Granby.

The existing collection and distribution system operated by Granby Sanitation District. Only this section of pipe connecting the two sites transits unincorporated Grand County.

This major development, featuring the potential buildout of 969 Single Family Equivalents (SFEs) including a mix of residential homes and RV sites greatly expands the residential user base of the existing system, and of the Town of Granby. While both the Granby Sanitation Waste Water Treatment Facility are inside the jurisdiction of Grand County, the force main lines being proposed are a vital component of that system. Further, the overall Goals of the Master Plan are written to encourage exactly this type of development focused around existing towns and infrastructure.

### III. ANALYSIS OF COMPLIANCE WITH THE GRAND COUNTY 1041 REGULATIONS

Grand County Resolution 1978-5-4 designated the major extensions of existing domestic water treatment systems as an activity of state interest and established Administrative Regulations pertaining to such activities. A Public Hearing by the Board of County Commissioners, acting as the Permit Authority is scheduled for March 12, 2019, and public notice was published in the Middle Park Times on Thursday, February 7, 2019.

### IV. PLANNING COMMISSION RECOMMENDATION (November 14, 2018)

This application for a 1041 Permit was reviewed by the Planning Commission during the regular meeting on November 14th. The Applicant, represented by Mark Van Nostrand explained that this off-site improvement was a major extension of sewer lines from the Granby sanitation plant, located within the county, to connect to the new development. This extension is primarily intended to serve this development of 969 single family equivalents (SFE) but could serve the full build out of 1,200 single family equivalents (SFE). The Planning Commission requested the addition of two (2) conditions as follows: 1) the Permittee shall obtain all necessary easements and provide proof to the Community Development Department prior to issuance of any permit; 2) Revegetation mix shall be recommended and/or approved by Grand County Department of Natural Resources.

### V. PLANNING COMMISSION RECOMMENDATION (February 13, 2019)

This revised application for a 1041 Permit was reviewed again by the Planning Commission during the regular meeting on regular meeting on February 13, 2019. Discussion about the 1041 Permit process took place to refresh and clarify with new Commissioners. This application as referenced above was presented and approved with an alternative alignment previously. Staff mentioned some corrections that were required in the recommendation to be consistent with alignment proposed and easements through private properties. Planning Commission agreed this was an acceptable proposal and voted to approve.

### VI. RECOMMENDATION

Planning Commission unanimously recommended the approval of the 1041 permit for River Run Ranch RV Resort and Smith Crossing (the "Development") to install and operate two parallel "force mains" connecting the Development with the distribution system currently operated by Granby Sanitation District with the following conditions:

Prior to issuance of the 1041 Permit:

- 1) The applicant will provide executed "Utility Special Use Permit" from the Colorado Department of Transportation (CDOT), and any conditions of that permit will automatically be included in the 1041 Permit.
- 2) The applicant will provide an executed "Pipeline Crossing Encroachment Agreement" from Union Pacific Railroad (UPRR), and any conditions of that agreement will automatically be included as provisions of the 1041 Permit.
- 3) Proof of Easements through private property including Meadow Road, LLC within the town of Granby and Saoco Outright Exemption Lot A – B currently owned by The Shaughessy Family Trust 2-15-2010.
- 4) A Stormwater Management and Erosion Control Plan shall be submitted to Grand County prior to construction, as applicable.
- 5) Construction plans and specifications shall be approved by CDPHE prior to commencing any construction and any construction change orders or amendments shall be approved by CDPHE.
- 6) Permit approval will expire after one year from permit approval unless construction of the project has commenced. Construction is defined as entering into a contract for the physical placement of equipment, piping, and/or earthwork that is part of the proposed installation of main lines along U.S. Highway 40 & UPRR Right of Way.
- 7) Revegetation mix shall be recommended and/or approved by Grand County Department of Natural Resources.
- 8) Standard permit conditions including off-site impacts, noxious weeds, parking, and blight.
- 9) Any additional conditions to be added by the Planning Commission or Board of County Commissioners.

Commissioner Linke moved to approve the River Run Ranch Project 1041 Permit for Site Application Permit as presented with corrections to conditions 3 and 5 showing only impacts pertaining to property within unincorporated Grand County's jurisdiction.

The motion passed unanimously.

Commissioner Linke moved to close the Public Hearing.

The motion passed unanimously.

Facility Needs Assessment – Continued Discussions  
East Grand School District Update

East Grand School District Superintendent Frank Reeves stated that he submitted a Building Excellent Schools Today Grant for security at all of the buildings.

Currently the school is looking at three different models:

Scenario 1

1. Add classrooms to Granby Elementary
2. Add classrooms to Fraser Valley Elementary
3. Remodel in middle school and high school and add a career technical education building at the high school

Scenario 2

1. Build new pre-school through first grade building in Granby
2. Keep Granby Elementary for grades 2 through 5
3. Add classrooms to Fraser Valley Elementary
4. Remodel in middle school and high school and add a career technical education building at the high school

Scenario 3

1. Build new Granby Elementary and sell the old building
2. Add classrooms to Fraser Valley Elementary
3. Remodel in middle school and high school and add a career technical education building at the high school

Mr. Reeves stated that East Grand School District is looking at 2020 for a ballot question to fund one of the scenarios.

The BEST grant is a \$9 million grant for security and safety in all of the buildings. The largest part of the grant is for cameras, communication systems, emergency buzzers, interlocking doors, etc. The match of the BEST grant is \$5.8 million and the state will provide \$2.3 million.

Scenario 1 cost is approximately \$38 million. Scenario 2 cost is approximately \$48 million. Scenario 3 is \$58 million.

Mr. Reeves believes that there will be a need for 3 to 4 mills for the next 20 years.

Commissioner Cimino stated that the Board agreed to have RJA consider two buildings for the County. One is Granby Elementary and the other is a building in Hot Sulphur Springs owned by Kent Whitmer.

Kent Whitmer's building (in Hot Sulphur Springs) is 9,200 square feet. According to the Needs Assistance, in 2023 there is a need for 12,000 to 12,500 for combined health and human services. It does not include the Rural Health Network and the non-profits. Looking at that building for health and human services, it meets the space needs initially but not into the future. The building does not have an elevator for the second story.

Granby Elementary is over 57,000 square feet. According to the Needs Assessment for EMS and the square footage needed is 24,000 plus an 8,000 square foot garage. The Needs Assessment for EMS, Health and Human Services and non-profits would be around the 57,000 square foot area. That would not include the 8,000 square foot garage.

If the County were to acquire Granby Elementary for \$1, the County could save roughly \$11.3 million.

Kent Whitmer stated that he submitted a proposal to the County. Mr. Whitmer stated that it appears the Board wants everything in Granby. Mr. Whitmer stated that his building is under \$200 per square foot.

Mr. Whitmer stated that he built his building in 2000. If an elevator needs to be added, there is space on the outside of the building.

The Board agreed that the public safety facilities will remain in Hot Sulphur Springs.

The Board is open to health and human services to be located in Hot Sulphur Springs or in the Granby area.

Undersheriff Wayne Schafer stated that he and the Sheriff believe that the facility needs to be built for 64 beds.

Undersheriff Schafer stated that considering transportation costs over next 40 years, he believes that the County does not need a tunnel from the jail to the Judicial Building. Undersheriff Schafer stated that a sally port on the north side of the Judicial Center would work.

Undersheriff Schafer asked the Board to provide an idea where the facility will be located. Undersheriff Schafer stated that he prefers that the jail be one mile of the Judicial Building.

Mr. Moyer noted that the County owns six acres outside of Hot Sulphur Springs. The Board gave direction to look at the costs associated with moving the facility outside the town limits of Hot Sulphur Springs.

Public Health Nurse Brene Belew-LaDue stated that parking at the building owned by Kent Whitmer is a concern. It does not have enough room for the current need.

Commissioner Manguso moved to convene an Executive Session at 2:30 p.m. citing Section 24-6-402, CRS, which states that local public bodies may utilize executive sessions for considering any of the following matters (specifically): (4)(b) Conferences with an attorney for the local public body for the purposes of receiving legal advice on a specific legal question. The topics of the session: Tort Claim Notice, Facility Needs Assessment funding, and OLRT Grand Huts Application request

The motion passed unanimously.

The regular meeting was reconvened at 3:17 p.m.

I, Richard Cimino, hereby attest that the portion of the executive session during which no minutes were taken was confined to a topic authorized for discussion in an executive session.

---

I, Chris Leahy, hereby attest that the portion of the executive session during which the Recorder was directed to take no minutes constituted a privileged attorney-client communication.

---

There being no further business to come before the Board, the meeting was adjourned at 3:30 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this 19<sup>th</sup> day of March 2019.

---

Richard Cimino, Chair

Attest:

---

Sara L. Rosene, Clerk and Recorder