

MINUTES OF THE MEETING OF THE  
BOARD OF COUNTY COMMISSIONERS  
GILPIN COUNTY, COLORADO

March 15, 2022

A regular meeting of the Board of County Commissioners of Gilpin County was held on March 15, 2022, in an online format only; no in-person meeting was held. Chair Sandy Hollingsworth called the meeting to order at 9:00 a.m. In attendance were Chair Hollingsworth, Commissioner Linda Isenhardt, Commissioner Web Sill, County Manager Ray Rears, County Attorney Bradford Benning, and Deputy Clerk to the Board Sharon Cate.

**Public/Press Comment.** Donna Okray Parman, 529 Highpoint Circle, expressed her hope that the Board would soon conduct a work session at which residents could communicate their views on short-term rentals.

**Sheriff's Office Monthly Report.** Sheriff Kevin Armstrong reported on operations in that office during the month of January 2022. Of particular note in the report was animal cruelty cases and an increase in criminal cases due to more people coming to Gilpin County.

**COVID-19 Update.** Public Health Coordinator Alisa Witt:

- one-week positivity rate is down to 5.3%
- one week case count is down to one from two
- 69.8% residents have been vaccinated with at least one dose
- 64.3% residents are fully immunized
- total local case count since pandemic began is 928

**Request for Letter of Support for Clear Creek Watershed and Forest Health Partnership's Healthy Rivers Fund Grant Application.** Kerry Major, Water Quality Lab Manager for the City of Golden, stated that the Clear Creek Watershed and Forest Health Partnership (CCWFHP) would soon apply for a \$20,000.00 Healthy Rivers Fund grant, and requested a letter of support from the Gilpin County Commissioners. Ms. Major shared onscreen a map of the Clear Creek Watershed and said the grant would help fund the Partnership's plan for assessment of fire mitigation needs, drinking water risk, forest management needs, runoff potential, and identification of debris flows. After discussion, the Board agreed to provide CCWFHP with a letter of support to include in their grant application.

**Appointment of County Manager and Interim Road Supervisor.** The following updates were made to the County's Annual List of Appointments.

Interim Road Supervisor. Public Works Director John Combs recommended that Right-of-Way Specialist Craig Connell be appointed as interim Road Supervisor. Mr. Connell is a 15-years+ employee and has been a team leader. Commissioner Isenhardt moved to appoint Craig Connell as the interim Road Supervisor. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

County Manager. Commissioner Sill moved to appoint Ray Rears as the County Manager. Commissioner Isenhardt seconded the motion, which passed by a vote of 3 to 0.

**Clerk and Recorder's Monthly Report.** County Clerk and Recorder Sahari McCormick reported on operations in that office for the month of January 2022, noting that the Motor Vehicle division is drastically understaffed. The revenue and transaction numbers for this month are higher than those in January 2021.

**Parks and Recreation Department One-Year Reopened Update.** Parks and Recreation Director Gabrielle Chisholm shared onscreen a thorough report of activities, staffing, revenues and expenses for that department. Supervisors from guest services, aquatics, youth programs, and the EAGLE program reported on day camp, summer camp, childcare and three fitness insurance programs for seniors. Grants received and how they are being used were included. Director Chisholm spoke about the mill levy as 78% of total revenue, grants at 12%, followed by user fees, and contract class fees. Expenditures were 45% for staffing followed by internal services, utilities and other operating expenses.

The Board thanked Director Chisholm for a good report and said they would discuss future funding plans later today during the work session.

**Recess.** The Board recessed from 10:40 a.m. to 10:45 a.m.

**Public Hearing—Resolution #22-03, Approving Revisions to Section 4.5 of the Gilpin County Zoning Regulations, Regarding Mobile Businesses and Commercial Business Sites.** Chair Hollingsworth opened a public hearing for the Board to consider some proposed revisions to Section 4.5 of the Zoning Regulations. Interim Community Development Director Tami Archer gave an overview of the proposed revisions saying they outline a process for mobile businesses, such as food trucks, for both the property owners and the business owners. The public comment received by the Planning Commission was in support, and the Planning Commission recommended approval of the proposed revisions.

A separate consideration would be the fees for mobile vendors as proposed additions to the Community Development overall fee schedule.

Chair Hollingsworth opened the hearing to public comment.

Joe Marr, 66 Timber Drive, stated that though he was not affected by the proposed revisions to the regulations, the three months rate is cheaper if renewed, and could provide incentive to buy the annual permit.

There being no other speakers, Chair Hollingsworth closed the hearing to public comment. Board discussion of the proposed fee structure followed with determination of a monthly fee for flexibility and a lesser rate for an annual permit.

Commissioner Isenhardt moved to adopt Resolution #22-03, "Approving Revisions to Section 4.5 of the Gilpin County Zoning Regulations," effective March 21, 2022. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0. Chair Hollingsworth closed the public hearing. (The legal recording of the public hearing, including any public comment, is an audio file available through the Clerk and Recorder's Office.)

**County Manager's Report.** County Manager Ray Rears reported on his activities since beginning employment on March 7, 2022. He has met informally with some departments and offices and will schedule more, plus he has met with some partner agencies and the neighboring counties and cities. He is currently in an assessment period, then will report and make suggestions on improvements and how they would tie into the County's Strategic Plan. County Manager Rears has improved public access to the Board's meetings—past and current—on the County's website home page and has contacted the Statewide Internet Portal Authority (SIPA) as a prospective website host. The process could begin in 60 days and there is no cost for the SIPA consultant. He is also looking into surveying the county owned parcel in Rollinsville around the Thorn Lake School to move forward with a restoration project.

**Meeting Platform Change.** The Board's next meeting will be hosted via Microsoft Teams, a more secure platform than was used previously, and will mesh with the Board moving back to in-person meetings soon. Meetings will be hybrid—online and in person.

**Legal Status Report.** County Attorney Bradford Benning advised the Board on the following legal issues:

- A second meeting with the Missouri Lakes Homeowners Association (HOA) including residents will be held with the Gilpin County Office of Emergency Management and Timberline Fire Protection District, to encourage the residents to engage in fire fuels mitigation. Some tree thinning would be done along subdivision roadways as defensible spaces and space for emergency evacuation and response.
- Zoning Matters:
  - 29 Pitts Place, the property owner is working hard to remove trash and debris.
  - 226 Mountain Meadows Dr., this zoning violation for trash and other matters was heard in court last week. Gilpin County is working to schedule a site visit to confirm all vehicles are licensed. An additional concern is the ownership of the road—County or private.
- A Shout Out was sent to Maintenance Technician Jeffrey Smallman for his work toward finishing the remodeling of the legal offices at the Old Courthouse.
- A potential contract with SIPA for the County's website is straightforward and carries no cost.
- The jail showers repairs contract is under revision.
- A water case will be filed at the end of month, regarding the County's water rights in Clear Creek and North Clear Creek. This filing will keep the County's rights alive for another six years.
- Research continues on one road in the County and what the rights-of-ways are. The County will coordinate with property owners.

#### **Board of County Commissioners Status Report.**

Notice of Public Meetings. The Board's upcoming public meetings that could be attended by more than one Commissioner and at which public business may be discussed will include: Board's next regular meeting on April 5, then April 19. A meet-and-greet reception for new County Manager Ray Rears will be held on April 19 at the Old Courthouse at 1:30 p.m.

Planning Commission Appointment. Planning Commission Chair Laura Jenéy said that the Commission had met with two applicants for the vacant second alternate seat. Current members asked and answered questions for the applicants, then voted to recommend appointing Bill Thibedeau. Commissioner Isenhardt moved to appoint Bill Thibedeau to a term as the second alternate on the Planning Commission to a term expiring on December 31, 2024. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Commissioner Comments. Commissioner Isenhardt said she appreciated the Community Center/Parks and Recreation Department report given by Director Gabrielle Chisholm. Commissioner Hollingsworth said she planned to attend the meeting tonight with the Missouri Lakes HOA along with County Attorney Benning and County Manager Ray Rears, to share information on proposed fire mitigation measures. Also, Commissioner Hollingsworth met with County Manager Ray Rears and Administrative Analyst Sam Bower last week to discuss ARPA funds, the Senior Leadership Team, NoCo PLACES 2050, the Roadmap to Recovery and Resiliency group, the REDI grant and the grant application for signage.

**Public / Press Comment.** Bill Merline, 86 Spruce Way, Missouri Lakes, expressed his concern about projects that he believed could affect Missouri Lakes subdivision and residents.

**Adjourn to Executive Session.** Commissioner Isenhart moved to adjourn into Executive Session for a conference with the County Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b). Commissioner Sill seconded the motion, which passed by a vote of 3 to 0. There being no further business to come before the Board, they adjourned at 11:48 a.m.

Signed this 19<sup>th</sup> day of April 2022.