

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

September 7, 2021

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

Also Present: County Clerk and Recorder Sara L. Rosene
 Assistant County Manager Micah Benson
 County Attorney Chris Leahy
 Assistant County Attorney Maxine LaBarre-Krostue

Those present recited the Pledge of Allegiance.

General Public Comments

Finance Department

Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on September 8, 2021, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the checks presented on September 7, 2021, for payment on September 8, 2021, for the Grand County Housing Authority.
 The motion passed unanimously.

Commissioner Cimino moved to approve the vouchers presented on September 7, 2021, for payment on September 8, 2021, for the Grand County Department of Human Services.
 The motion passed unanimously.

Commissioner Cimino moved to approve wire payment and vouchers presented on September 7, 2021, for payment on September 8, 2021, for Grand County.
 The motion passed unanimously.

Pandemic and Fire Costs 9/7/2021

	COVID-19	Paid	Unbilled by expected	Total Fire
2020 Cares Act/ETFire Reimbursement Allocation	\$701,883	20,388	\$	\$20,388
Less:				
2020 Personnel costs	\$381,135	\$137,487		\$137,487
2020 Grand Foundation programs funded	\$230,000			
2020 Rural Health grant	\$10,000			
2020 Other operating costs	\$115,852	\$205,974	\$44,592	\$250,566
Total 2020 costs	\$736,987	\$343,461	\$44,592	\$388,053
Net 2020 (costs) after reimbursements	\$(35,104)	\$(323,073)	\$(44,592)	\$(367,665)
2021 Reimbursements Requested	\$50,540	\$103,867	\$	\$103,867
Less				
2021 Personnel costs	\$266,395	\$118,563		\$118,563
2021 Grand Foundation programs funded				
2021 Rural Health grant				
2021 Other operating costs	\$17,231	\$196,133		\$196,133
Total 2021 costs	\$283,626	\$314,696		\$314,696
Net 2021 (costs) after reimbursements	\$(233,086)	\$(210,829)		\$(210,829)
Total costs after reimbursements	\$(268,190)	\$(533,902)	\$(44,592)	\$(578,494)
Unrestricted Fund Balance calculation				
2020 Operating Revenues		\$27,100,000		
2020 Operating Expenditures		\$21,176,000		
2020 Unrestricted Fund Balance		\$10,760,000		
% of operating revenues		40%		
% of operating expenses		51%		

Commissioner Cimino moved to approve out-of-state travel for Road and Bridge employees to travel to Utah and get salt.
 The motion passed unanimously.

Emergency Manager Joel Cochran reported that his office has submitted a package to the review center for reimbursement.

The South Baptists have completed 83 jobs and conducted 130 assessments in the East Troublesome Fire area. There were 142 volunteers that came from Colorado, South Carolina, Missouri, Texas, Utah, Arizona, Kansas, and Hawaii with a total of over 6,500 hours equating to over 1,000 volunteer days.

Recovery Manager Alyssa Ingles stated that tree removal will be coming in this weekend. They will be arriving in Grand County on Thursday and will be staying through the weekend. Ms. Ingles is expecting 55 to 75 volunteers each day. The work will be focusing on County Road 41 into the Trail Creek neighborhood.

Commissioner Cimino moved to approve and enter into a Services Contract for Professional Services between Grand County and River Works Ltd. to secure services of a qualified Watershed Recovery Coordinator, authorize the insurance level to be at \$1 million, and authorize the Chair to sign the Contract outside the meeting.

The motion passed unanimously.

Commissioner Manguso moved to authorize the Chair to sign the Modification of Grand Lake Clarity Stakeholders Memorandum of Understanding dated January 2016. This allows for limited work on Grand Lake during the 2021 season.

The motion passed unanimously.

Commissioner Linke announced that the Board is sitting as the Grand County Board of Health.

Commissioner Manguso moved to approve the Denver Health Contract Extension from April 2021 to September 30, 2021 in the amount of \$55,172.04

The motion passed unanimously.

Commissioner Cimino moved to approve and authorize the Chair to sign the CMS Access Manager Certification ID-D9049731 as presented.

The motion passed unanimously.

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

Commissioner Cimino moved to approve and authorize the Chair to sign the Service Contract with Elevated Technologies LLC after the clause that was removed is reinserted and signed by the vendor. The Contract will be signed outside the meeting.

The motion passed unanimously.

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

IT Director Thomas Johnson is creating a lease agreement with Colorado Timber Resources. Mr. Johnson is asking for guidance with regard to moving the insurance liability to \$1 million. The Board agreed to lower the insurance liability to \$1 million.

Commissioner Manguso moved to approve Resolution No. 2021-9-1, "APPROVING THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, DBA GRAND COUNTY EMERGENCY MEDICAL SERVICES, TO OPERATE AN AMBULANCE SERVICE WITHIN GRAND COUNTY, COLORADO, IN ACCORDANCE WITH GRAND COUNTY RESOLUTION NO. 1977-12-15, 6 CCR 1015-3 AND C.R.S. 25-3.5-301, ET. SEQ. WITH AN EFFECTIVE DATE OF MAY 1, 2021; APPROVING THE ISSUANCE OF AN AMBULANCE SERVICE LICENSE CERTIFICATION AND AMBULANCE PERMITS" and authorize the Chair to sign all applicable documents.

The motion passed unanimously.

The Sheriff is recommending no changes in the fire restriction stage.

Commissioner Manguso moved to authorize the County Manager to sign the Emergency Facilities Land Use Agreements that were presented with Medicine Bow Routt National Forest and Rocky Mountain Region and authorize the County Manager to sign similar type documents in the future for fire related issues.

The motion passed unanimously.

The County received a request from Colorado CPace which is a commercial industrial program that can pay up to 100 percent of improvement for new buildings for energy / water conservation improvements. The County Manager will look into this matter.

Commissioner Manguso moved to approve and authorize the Chair to sign the Amendment to June 2, 2005 Avigation, Hazard, & RPZ Easement.

The motion passed unanimously.

Commissioner Manguso moved to authorize the Chair to sign outside the meeting the MOU with regard to the Opioid settlement.

The motion passed unanimously.

Consent Agenda

Resolution No. 2021-8-24, “APPROVING AN ASSIGNMENT OF HANGAR GROUND LEASE FOR AIRPLANE HANGAR NO. 7 LOCATED AT THE GRANBY-GRAND COUNTY AIRPORT, EMILY WARNER FIELD”

Resolution No. 2021-8-25, “APPROVING CONTRACT AMENDMENT #1 TO THE COLORADO YOUTH DETENTION CONTINUUM BUDGET REVISION FOR FISCAL YEAR 2022”

Resolution No. 2021-8-26, “APPROVING A REDUCED INSURANCE REQUIREMENT UNDER THE SERVICES CONTRACT WITH WENDY NADOLNY, LCSW, LLC FOR SERVICES AT THE GRAND COUNTY JAIL”

Resolution No. 2021-8-27, “APPROVING THE APPOINTMENT OF LYNN ADAMS AS A REPRESENTATIVE TO THE GRAND COUNTY PLANNING COMMISSION”

Resolution No. 2021-8-28, “APPROVING A ROAD PROJECT AGREEMENT WITH THE U.S. DEPARTMENT OF AGRICULTURE, FOREST SERVICE, ARAPAHO AND ROOSEVELT NATIONAL FORESTS AND PAWNEE NATIONAL GRASSLAND FOR PAVEMENT RECONSTRUCTION ON COUNTY ROAD 6 – NATIONAL FOREST SYSTEM ROAD (NFSR) 125 – ARAPAHO BAY ROAD”

Resolution No. 2021-8-29, “APPROVING THE ABSTRACT OF ASSESSMENT CERTIFICATION”

Commissioner Manguso moved to approve the Consent Agenda.

The motion passed unanimously.

Board Business / Correspondence / Calendar

Commissioner Manguso stated that she signed a letter to the Division of Local Government for the Town of Hot Sulphur Springs.

Commissioner moved to approve the letter to the Geographic Naming Committee.

Commissioner Manguso withdrew her motion.

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| Sept. 9 | Utility Coordinating Committee Meeting at Java Lava Café in Granby, 7:30 to 9 am |
| Sept. 9 | CCAT Transportation meeting 11 to 12 via zoom |
| Sept. 10-11 | Club 20 Fall Conference in Grand Junction |
| Sept. 13 | Mayors / Managers / Commissioners Meeting with Town of Winter Park as Host, WP Town Hall, 10 am to noon |
| Sept. 15 | Wolf Technical Working Group meeting by phone |

Colorado River District Update, Mike Ritschard

Mike Ritschard stated that at the July 20 meeting of the River District, the Board received a presentation on the Anti-Speculation Taskforce.

Mr. Ritschard stated that the next meeting will have a presentation on demand management.

There was a one-time draw at Flaming Gorge, Blue Mesa, and Navaho to bring Lake Powell up. It was 180,000-acre feet to raise Lake Powell three feet.

Pay Plan Overview – Evergreen Solutions

Presented by Mark Holcombe of Evergreen Solutions, LLC.

Overview:

- Study Goals
- Project Phases

- Employee Meetings
- Current System Review
- Compensation Survey
- Next Steps

Study Goals

- Review current classification and compensation system to ensure internal equity
- Survey peer organizations to ensure external equity
- Produce recommendations to provide the organization with a classification and compensation system that is equitable, both internally and externally

Employee Meetings

Comments – Positive

- Benefits –The County’s employees expressed that the benefits package is good. Some specific things mentioned were the Vacation and Sick pay, the County absorbing most of the health care cost, and a good overall retirement system.
- Location & Environment –Many County employees expressed that the County’s location in a beautiful, mountain location was something they wouldn’t want to give up. Employees generally expressed that they loved living and working in Grand County.
- Schedule –With a few exceptions, employees expressed their satisfaction with the hours worked leading to a greater work life balance, especially by having weekends off as well as designated paid time off.

Employee Meetings

Comments – Concerns

- Cost of Living –The number one concern shared by employees related to the cost of living in Grand County and that employees don’t believe the salaries they are paid do enough to compensate them for living in the area. Many comments were made relating to the cost of housing.
- Internal Equity –There was some angst expressed by employees when discussing tenure-based pay compression. Some employees felt like they weren’t compensated enough for their time with the County.
- Changing Job Duties –Employees said that they are frequently asked to “wear many hats” when performing their job. Most said that they don’t mind helping out when needed, but that they are frequently asked to perform work out of classification or that their classification and duties are constantly changing to meet the County’s needs.

Current System Review

- Strength:
 - The County has avoided letting employees stay at the minimum or maximum of their pay grades.
 - The County has a consistent pay plan with equivalent range spreads and steps throughout the plan.
- Weakness:
 - The County has a plan with an excessive number of pay grades. Ninety grades are many more than would typically be used in a County this size.
 - The County did not have a mechanism for increasing salaries without a large CPI increase or a salary survey.
 - There is some compression in some pay ranges. While it is not a pervasive issue in every department, it is something that should be evaluated as resources allow.

Comp Survey

- Salary and benefits survey resulted in 24 responses out of 26 peers surveyed.
- All responses are adjusted for cost-of-living differentials.
- Salary ranges and average actuals were collected from the respondents.
- A total of 72 jobs were benchmarked representing all participating parties.

On average, Grand County:

- Lags the market by approximately ten percent at the minimum, midpoint, and maximum of the range.
- Numbers shown are averages; individual positioning varies.
- Employees’ actual average salaries were also more than 10.0 percent behind market.

Recommendations

- Key compensation recommendations include:
 - Adopt an updated pay plan. Shrinks pay plan from ninety grades (plus ninety 1950-hour grades) down to only thirty pay grades (plus thirty 1950-hour grades).

- Slot positions onto the new grades to account for internal and external equity. All non-elected positions are slotted onto the new structure. Positions were kept in the 2080-or 1950-hour pay structures they are current utilizing.
- Adjust employee salaries to slot employees into the new market-competitive ranges (options detailed on next slide).

Implementation Options

- Adjust for Market—places employees on the same step number in their recommended grade that they are currently occupying. Does not address compression but does not cause compression either. Adjusts salaries for the market differential. No salaries are reduced.
- Adjust for Market +1 Step—places employees on the same step in their recommended grade that they are currently occupying and then adds one step to account for an additional year of service. Adjusts salaries for the market differential. No salaries are reduced.

Mr. Moyer suggested that the County adopt market plus one step. The Board agreed with the market plus one step.

EMS is a funding silo. The mill levy ballot question will have an effect on funding for EMS salaries.

2022 Insurance Options and Discussions

The Insurance Committee recommended staying with Peak Health Alliance and EBMS as the plan administrator with no plan design changes. It is recommended the current medical contributions for employees remain the same. The Committee also recommended retaining the HSA contribution.

Commissioner Cimino moved to accept the recommendations for the overall health plan provided and recommended by the Health Insurance Committee.

The motion passed unanimously.

Board Business

Commissioner Manguso moved to approve the letter to the U. S Board on Geographic Names as presented.

Commissioner Manguso aye

Commissioner Linke aye

Commissioner Cimino abstain

The motion passed.

Short-Term Rentals (STRs)

- Work Group Plan and Goals
- Continued Discussion and Possible Moratorium on New Applications
- Policy Update and Annual Review

To: Grand County Board of County Commissioners

From: Grand County Community Development

Re: Short Term Rental Update

The County advertised for a September 7 Public Hearing to consider amendments to the Zoning Regulations to insert language requiring operators and platforms to include a license number in any listing for a short-term rental on the platform and to post the operator license number for the short-term rental on every listing advertisement. Staff recommends opening the hearing and then continuing it to another date for notice requirements purposes. Proposed zoning amendments will be taken up by the Planning Commission at its September 8 meeting.

A working group consisting of Staff, representatives from property management companies, concerned neighbors, and representatives from the various Grand County Fire Protection Districts came together to develop the following longer-term goals:

1. Bring registration compliance to at least 90% of all Short-Term Rentals in unincorporated Grand County by December 31, 2021.
2. Engage in a county-wide nexus study to define the effects of Short Term Rental saturation on the Grand County community.
3. Develop a process and expectations for safety compliance:
 - a. Establish requirements for inspections of residential units being used for Short Term Rentals in unincorporated Grand County

b. Incorporate proof of inspection into STR licensing process.

The first of these goals stems from ensuring that STR registration numbers appear on platforms and advertisements. This makes it easier to track advertisers who may not have registered with the county.

Other compliance issue that were discussed include:

- Fee increases and fines. Fines need to be re-examined to find ways to deal with multiple violators. As the Working Group continues to meet, Staff will provide ideas presenting in the past as it relates to the number of communications to the applicant, limitations on warnings, when fines would take effect, etc.
- Host Compliance will start sending out compliance letters immediately. Staff and Legal has reviewed the Host Compliance contract and will present the contract and amendment for compliance letter mailings to the BOCC.
- There is the issue of permit numbers changing annually. The Working Group will coordinate with Staff to determine if Host Compliance can provide a way to retain the same STR permit numbers year after year.
- The Fire Districts have been sent links to the Host Compliance program that would allow them to access STR information.

With regard to the other two goals, they stem from the following issues:

- Regulation of key neighborhood impacts (parking, noise, trash, etc.)
- Regulation of life safety issues (e.g., smoke detectors, proper location signage, etc.)
- An effective compliance-monitoring and enforcement system

The belief that STRs decrease the supply of housing resulting in housing shortages with housing costs out of the reach of median income households will be addressed in a proposed nexus study. Staff is aware of a Colorado community currently undergoing a study. The Town of Breckenridge has engaged EPS out of Denver to complete a nexus study for the Town related to STR properties and workforce housing. The Town of Vail is also using EPS to conduct the same study for them.

Since the 27th BOCC Workshop, Community Development has received a total of 191 Short-term Rental Applications:

- 142 of these applications have been renewals
- 49 are new permit holders
- The average occupancy of the recently received applications is 9 persons (pillows)
- From the recently received 191 applications we have raised \$42,050
- The 191 applications we have received equate to 39% of the 493 non-compliant listings.

Below are brief summaries of the various changes to the Short-Term Rental regulations below:

- Resolution No. 2011-10-3-Establishing the Grand County's Short-Term Rental program and amending the Zoning Regulations was implemented and is regulated through the Grand County Zoning Regulations. A \$20 annual registration fee was also established.
- Resolution No. 2017-5-23—A resolution was passed amending the Zoning Regulations to allow for amending the definition of short-term rentals, defining administrative use in each of the zoning districts while also making it a zoning violation if a property is not registered as a Short-term Rental. The fee for a permit was changed to a flat fee of \$150. The permit was specified to be required on an 'annual' basis. The amendment further stated that the Board of County Commissioners will review the short-term rental amendment on an annual basis.
- Resolution No. 2018-6-58-The fee structure was again changed to reflect an annual \$25 fee per occupant advertised. This amendment also further specified the term of a permit to be 'one year from the date the permit is issued barring violation of the permit'. The amendment further stated that additional impact cost investigations will occur, without specifying a time frame to do so.

The Board agreed that it will not be considering a moratorium.

Michael Pierce stated that he lives in 29 Pines and there are six short-term rentals in his neighborhood. The biggest problem is the enforcement issue.

The Board received comments both for and against short-term rentals.

County Hearing – STRs, Amendments, to Section 14.8 Short-Term Rental in the Grand County Zoning Regulations

Commissioner Manguso moved to continue the public hearing to September 21, 2021 at 2:00 p.m.
The motion passed unanimously.

Board Business

Commissioner Cimino stated that he would like to provide direction to the County Manager to assist the Housing Authority Director to potentially seek a firm to help work on a regional housing authority. Commissioner Cimino would like to have the County put out a RFP for a firm to assist with working on a regional housing authority.

There being no further business to come before the Board, the meeting was adjourned at 2:41 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this 5th day of October 2021.

Merrit Linke, Chair

Attest:

Sara L. Rosene, Clerk and Recorder