

**SAN MIGUEL COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES**

WEDNESDAY, APRIL 2, 2025

333 WEST COLORADO AVE 2ND FLOOR, TELLURIDE , CO 81435

1. 9:30 a.m. Call to Order

(Any of the stated items in this agenda may involve an Executive Session C.R.S. 24-6-402(4))

2. Roll Call

Present:

Anne Brown, Chair

Lance Waring, Vice Chair

Galena Gleason, Commissioner

Staff Present:

Mike Bordogna, County Manager

Jarrold Biggs, Assistant County Manager

Maura Fahey, County Attorney

Suzanne Cheavens, Communications Coordinator

Carmen Warfield, Chief Deputy Clerk

3. Moment of Silence

4. Review of Agenda

5. Public Comment for Items Not on the Agenda

Please limit comments to 3 minutes. If comments are not related to an item on the agenda, there will be no Board response or action taken since the topic was not posted with proper notice and any comment could potentially violate the Colorado Open Meetings Law.

Public Who Addressed the Board:

Douglas Tooley, County resident

Brian Millard, County resident

6. Consent Agenda

- a. Authorization of Chair's Signature on an Intergovernmental Agreement with the Town of Telluride and Town of Mountain Village to share Geospatial data and GIS products to coordinate resources to enhance emergency planning, preparedness, response, and recovery efforts.
- b. Authorization of the Chair's signature on a letter of support for a grant replacing the County Clerk and Recorder recording equipment.
- c. Ratification of an Intergovernmental Agreement with the Town of Telluride for the Regional Youth Hangout.

- d. Approval of Chair's signature on a Road & Bridge 2025 Chip and Seal Agreement with Black Rock Material and Supply LLC.
- e. Acceptance of the January 2025 and February 2025 Road Reports.
- f. Approval of Minutes: February 19, 2025.
- g. Approval of the Chair's Signature on Affidavit of Scrivener's Error correcting Resolution #2025-07
- h. Approval of Chair's signature on the Treasurer's Semi-Annual Report July-December 2024.
- i. Approval of a budget increase by the Road & Bridge Dept. for the 2025 Dust Control.
- j. Ratification of a letter to the Town of Telluride Town council in support of the Telluride Foundation's Down Payment Assistance Program

Motion by Galena Gleason to approve the consent agenda as presented. **Seconded** by Lance Waring. **PASSED 3-0.**

7. Administrative Matters

- a. Consideration of Suzanne Cheavens for the Citizen's Weed Advisory Board appointment./MOTION

Presented by: Janet Kask, Parks and Open Space Director; Suzanne Cheavens, Applicant

Motion by Lance Waring to approve Suzanne Cheavens to the Citizens' Weed Advisory Board. **Seconded** by Galena Gleason. **Passed 3-0.**

- b. Consideration of the Chair's signature on Resolution 2025-09 Authorizing the Obligation of Funds Received from the United States Department of Agriculture in Accordance with Title III of the Secure Rural Schools and Community Self-Determination Act of 2000 as Reauthorized by Public Law 115-141, Section 302(a)(2) /MOTION

Presented by Ramona Rummel, Finance Director

Motion by Galena Gleason to approve the Chair's signature on Resolution 2025-09 as presented. **Seconded** by Lance Waring. **PASSED 3-0.**

- c. Consideration of a Board of County Commissioner's letter of support for a Mountain Village Ordinance Adding Chapter 3.06 to the Town of Mountain Village Municipal Code to Impose a Tax on Ski Tickets./MOTION

Note: The board discussed the letter that is still being drafted. It will be available for ratification at the next meeting.

- d. Consideration of the third quarter Public Trustee Report, beginning July 1, 2024, and ending September 30, 2024/MOTION

Presented by: Brandi Hatfield, Treasurer

- e. Consideration of the fourth quarter Public Trustee Report beginning October 1, 2024, and ending December 31, 2024/MOTION

Presented by: Brandi Hatfield, Finance Director

Motion by Galena Gleason to approve the third and fourth quarter Public Trustee Report. **Seconded** by Lance Waring. **PASSED 3-0.**

8. Planning Matters

- a. Consideration of Chair's signature on Resolution 2025-08 for an Insubstantial Plat Amendment for Lot 12, Skyfield PUD to modify the building area./MOTION

Presented by: Kaye Simonson, Planning Director; Nicola Kerr, Associate Planner; Tom Kennedy, Attorney representing the applicant

Motion by Lance Waring to approve and authorize the Chair's signature on **Resolution 2025-08** for an Insubstantial PUD Amendment for Lot 12, Skyfield PUD as presented. **Seconded** by Galena Gleason. **PASSED 3-0.**

- b. Consideration of a Request for Amendment or Termination of a Deed Restriction on an Accessory Dwelling Unit - Skyfield North - Lot 12./MOTION

Presented by: Kaye Simonson, Planning Director; Tom Kennedy, Attorney representing the Applicant; Richard Cornelius, Owner

Motion by Lance Waring to approve the Termination of the Deed Restriction for the Accessory Dwelling Unit located on Lot 12, Skyfield PUD, and direct staff to prepare the Termination Agreement for signature by the owner and Board Chair, subject to the payment of an Employee Housing Impact Fee in the amount of \$272,843. **Seconded** by Galena Gleason. **Passed 3-0.**

- c. Consideration of the Second Amendment to the Amended and Restated Exception Agreement and Affordable Housing Covenant, Equitable Servitude, and Real Covenants with Telluride Ski and Golf (Q-Lots and Sunshine Valley Lots)./MOTION

Presented by: Kaye Simonson, Planning Director; Sherri Reeder, Telluride Ski and Golf; Stephanie Solomon, Attorney representing the applicant; Lane Thomasson, Attorney representing the County; Pam Shifrin, San Miguel Regional Housing

Authority Director

Motion by Lance Waring to deny the Second Amendment to the amended and restated exception, agreement, and affordable housing, covenant, equitable servitude, and real covenants with Telluride Ski and Gold for the "Q" lots and Sunshine Valley lots in Illium Valley. **Seconded** by Galena Gleason. **PASSED 3-0.**

Telluride Ski and Golf proposes to have the six rental units under contract in 30 days (with a 60-day due diligence phase and a 90-day closing window). Alternatively, they will be listed with a real estate office and placed on the Housing Authority's website.

9. Department of Human Services

(The Board of Commissioners is sitting as the San Miguel County Board of Human Services.)

11:17 a.m. Recessed.

11:28 a.m. Reconvened.

- a. Consideration of Chair's signature on the Department of Human Services Balance Sheet, January 2025, Earned Revenue and Expenditures, January 2025, Expenditures through Electronic Benefit Transfers, February 2025, Check Register for the Month of February County Allocation / MOE Report, JAN-2025 and the 2025 Caseload Reports./MOTION

Presented by: Linnea Edwards, Director of Human Services

Motion by Lance Waring to approve the Department of Human Services' finances as presented. **Seconded** by Galena Gleason. **PASSED 3-0.**

10. Natural Resources and Climate Resilience

Update and other, as needed.
Star Jamison, Director

- a. Continued discussion of at-risk federal funding and the board of County Commissioners' next steps with consideration of a draft letter to the representatives concerning the Federal funding impacts to San Miguel County./MOTION

Presented by: Starr Jamison, Natural Resources and Climate Resilience Director;
Mike Bordogna, County Manager

Note: The board discussed the next steps with the draft letter, including sending the letter directly to Representative Hurd and cc'ing the Senators. Once completed, the letter will be sent and ratified at the board meeting on April 22, 2025.

Public Who Addressed the Board

Amy Levek, County resident
Douglas Tooley, County resident

- b. Consideration of submitting comments to the GMUG Ranger District on the released Draft Environmental Assessment for trail construction and reconstruction project on the National Forest System lands near Telluride, Colorado./MOTION

Presented by: Starr Jamison, Natural Resources and Climate Resilience Director

Motion by Lance Waring to approve the comments to the GMUG Ranger District on the Draft Environmental Assessment for trail construction as presented. **Seconded** by Galena Gleason. **PASSED 3-0.**

11. Lunch

12:03 p.m. Recessed.

12:47 p.m. Reconvened.

12. Public Health and Environment

*(The Board of Commissioners is sitting as the San Miguel County Board of Public Health.)
Potential Executive Session: Concerning Public Health, Meeting with an Attorney, citation 24-6-402(4)(b).*

- a. Update and other, as needed.

Presented by: Grace Franklin, Public Health Director; Dr. Sharon Grundy, Chief Medical Officer for San Miguel County

- b. Discussion of the Department of Public Health notification of the stop work order for the Original Agreement CT,FHCA,202500001544 – CDC-RFA-IP19-1901 Immunization and Vaccines

Presented by: Grace Franklin, Public Health Director; Dr. Sharon Grundy, Chief Medical Officer for San Miguel County

13. Affordable Housing Updates

Presented by: Jarrod Biggs, Deputy County Manager; Drea Araiza, Housing Specialist

- a. Discussion of the San Miguel County-Owned Housing Policy - Continuation from the March 19, 2025 meeting.

Presented by: Jarrod Biggs, Deputy County Manager

Motion by Anne Brown to approve the chair's signature on **Resolution 2025-**

10 adopting updates and additions to the San Miguel County Administrative policy matter regarding San Miguel County-owned housing. **Seconded** by Galena Gleason. **PASSED 3-0.**

Other, as needed.

Attendance at the Illium Homeowners' Association concerning the sheriff's housing Wright Water Engineering will begin water testing at the Pathfinder/San Bernardo housing area.

14. Manager Matters

Update and other, as needed

Mike Bordogna, County Manager

- a. Discussion with the Commissioners who will attend the May 29, 2025, meeting with Montezuma County and surrounding areas.

Presented by: Mike Bordogna, County Manager

Note: Lance Waring confirmed he will be in attendance.

- b. Update on Sheriff Appointment Process

Presented by: Mike Bordogna, County Manager

Interviews for the Sheriff will be held in the afternoon of April 22, 2025.

There is a scheduled Placerville Meet and Greet from 5 to 6:30 p.m. Zoom will be available for the first few minutes of the applicants' introductions, but you cannot interact via Zoom.

At the April 30th special board meeting, the Commissioners will decide.

- c. Consideration of a request for \$40,000 for Royer gulch debris mitigation/MOTION
Presented by: Mike Bordogna, County Manager

Motion by Lance Waring to approve up to \$40,000 for Royer Gulch debris mitigation without commitment to future repairs. **Seconded** by Galena Gleason. **PASSED 3-0.**

Updates and Other:

1. Mike and John Duncan met with the Ford Bronco Wild Fund to address the need for grant funds and partners to assist with the repair on Tomboy Road. We will be providing additional information for them to view.
2. Mountain Village requested a support letter [provided by Mike Bordogna] for their energy and mineral impact grant application for the Illium intersection through the Division of Local Affairs.

15. Commissioner Updates

Anne Brown - Update on Outside Meetings.

Galena Gleason - Update on Outside Meetings.

Lance Waring - Update on Outside Meetings.

Lance Waring - CC4CA

Galena Gleason - Uncompahgre Medical Center (UMC) Board Meeting, Steadman Group Community Health Meeting, Colorado Growing Smart Orientation, UT Scenic Byway, West End Vision Project, Working with staff on the Compost grant

Anne Brown - Telluride Regional Airport Meeting, San Miguel Behavioral Health Collaborative, Telluride Foundation, Meeting with Chuck Porth, UMC Director, Gondola Leadership Meeting, Elected officials lunch, Hospital District Candidate forum, Telluride Town Council, Collaborative Action for Immigrants, Counties and Commissioners Acting Together (CCAT) topics - Tabor Reform, pull in revenues that support local government, immigration rights bill

16. Attorney Matters

Update and other, as needed.

Maura Fahey, County Attorney (Any of these items may involve an Executive Session C.R.S. 24-6-402(4))

2:16 p.m. Recessed.

2:20 p.m. Reconvened.

- a. Presentation of a brief overview and key considerations regarding Colorado Open Meeting Law, ex parte communications and conflicts of interest

Presented by: Maura Fahey, County Attorney

Other:

Litigation over Ballot Measure 3A is scheduled for a hearing.

17. Adjournment

Motion by Lance Waring to adjourn the meeting. **Seconded** by Galena Gleason. **PASSED 3-0.**

3:06 p.m. Adjourned.

Respectfully submitted,

Approved: May 21, 2025

BOARD OF COUNTY COMMISSIONERS

Anne Brown

ATTEST:

Carmen Warfield



**AFFIDAVIT OF SCRIVENER'S ERROR
(BOCC RESOLUTION # 2025-07)**

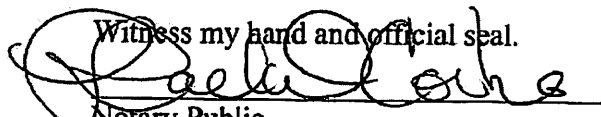
I, Mike Bordogna, County Manager for San Miguel County, Colorado, hereby declare under penalty of perjury as follows:

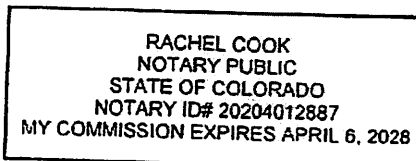
1. The Board of County Commissioners of San Miguel County adopted Resolution # 2025-07, Adopting Updates and Additions to the San Miguel County Employee Handbook ("Handbook"), on March 19, 2025.
2. Resolution # 2025-07 included the addition of Section 1.05 of the Handbook to create a section on "Employee Committees" as detailed in Exhibit A to the Resolution.
3. Exhibit A to Resolution # 2025-07 contained the following scrivener's error:
 - a. The section on Personnel Committee membership terms at the bottom of page 1 provided for a two-year term beginning in odd years for: (1) Elected Official, (1) Miramonte Employee, (1) Glockson Employee. The intention was for "Miramonte Employee" to include all County offices in Telluride and should have stated "Miramonte, Fruen, or Courthouse Employee." Similarly, the intention was for "Glockson Employee" to include County offices in Norwood, other than the Sheriff's Annex, and should have stated "Glockson or Fairgrounds Employee."
4. The corrected text of Exhibit A to Resolution # 2025-07 in redline and clean copies are attached as Exhibits 1 & 2, respectively.


Mike Bordogna

STATE OF COLORADO)
) ss.
COUNTY OF SAN MIGUEL)

Acknowledge, subscribed and sworn to before me this 27 day of MARCH, 2025, by Mike Bordogna.

Witness my hand and official seal.

Notary Public
Date Commission Expires:



CORRECTION OF SCRIVENER'S ERROR
(Resolution # 2025-07)

Based upon the foregoing affidavit, the San Miguel County Board of Commissioners hereby corrects the scrivener's error made in Exhibit A to Resolution # 2025-07 and adopted the corrected version of Section 1.05 of the San Miguel County Employee Handbook as shown in Exhibit 2.

APPROVED AND ADOPTED this 2nd day of April, 2025, at Telluride, Colorado.

**BOARD OF COUNTY COMMISSIONERS
SAN MIGUEL COUNTY, COLORADO**

By: Anne Brown
Anne Brown, Chair

Vote:	Anne Brown	x Aye	Nay	Abstain	Absent
	Galena Gleason	x Aye	Nay	Abstain	Absent
	Lance Waring	x Aye	Nay	Abstain	Absent

ATTEST:



By: Carmen Warfield
Carmen Warfield, Chief Deputy Clerk

1.05 Employee Committees

Personnel Committee

The intent and purpose of the San Miguel County Personnel Committee is to provide the following:

- As the need arises, recommend changes or additions to the Employee Handbook and Administrative Policy Manual.
- Consider and recommend training ideas and opportunities to improve employee welfare and benefits.
- At the request of an employee, the BOCC, an elected official or department head, make recommendations with respect to policy matters related to or arising out of the procedures and rights set forth in the Employee Handbook.
- Perform such other duties as may be directed by the BOCC or County Manager.
- Promote and improve quality of work life, retention, culture, and morale for all employees.

It is not a forum for discussing personalities, grievances, wages, terms and conditions of employment or matters affecting individual employees.

The Committee shall meet quarterly. The Committee shall consist of no more than five members, each of which shall be appointed by the County Manager in consultation with the Human Resources Director and reflect the following membership:

- Any interested employee will be considered at the discretion of their supervisor.
- The County Manager and the Human Resources Director or their assignees may interview employees prior to appointing members.
- Membership participation will be subject to term limits to ensure diversity of membership and feedback.
- The County Manager and the Human Resources Director are ex-officio, non-voting, advisory members.
- The County Manager and the Human Resources Director may request a qualified designee to participate on their behalf during a meeting(s).

Committee members shall serve two-year staggered terms beginning in January of each calendar year as outlined below:

- Two-year term (even years): (1) Road and Bridge Employee, (1) Sheriff's Office Employee.
*Prorated term for the first appointment of Road and Bridge and Sheriff's Office committee members in 2025.
- Two-year term (odd years): (1) Elected Official, (1) Miramonte, Fruen, or Courthouse Employee, (1) Glockson or Fairgrounds Employee.

- Members may not serve more than one consecutive term unless approved by the County Manager.

Wellness Committee

The intent and purpose of the San Miguel County Wellness Committee is to provide activities and resources that encourage a culture of health and wellness in the workplace, improving the quality of life and reducing health care expenses for all employees. The County does offer various wellness options to eligible employees and their immediate family. Full-time and part-time employees can participate and have access to wellness program options on the first day of the month following one full month of employment. For more information about the County's wellness options, contact the Human Resources Department. The Committee will promote the health and wellness of staff through education and initiatives that:

1. Encourage habits of wellness
2. Increase awareness of factors and resources contributing to the well-being
3. Inspire and empower individuals to take responsibility for their own health
4. Support a sense of community

The Committee shall meet as often as reasonably required as determined by the Committee or upon request by the County Manager. The Committee shall consist of no more than seven members, each of which shall be appointed by the County Manager and reflect the following membership:

1. Any interested employee will be considered at the discretion of their supervisor
2. The County Manager may interview employees before appointing members
3. The term of the committee members shall be one to two years, to provide continuity.

1.05 Employee Committees

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- Consider and recommend training ideas and opportunities to improve employee welfare and benefits.
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1. Any interested employee will be considered at the discretion of their supervisor
2. The County Manager may interview employees before appointing members
3. The term of the committee members shall be one to two years, to provide continuity.

**RESOLUTION OF THE BOARD OF COMMISSIONERS,
SAN MIGUEL COUNTY, COLORADO,
GRANTING AN INSUBSTANTIAL PUD AMENDMENT FOR LOT 12, SKYFIELD
NORTH PUD**

Resolution 2025-08

WHEREAS, Tom Kennedy submitted an application on behalf of the The Cornelius Brubaker Trust, owner of Lot 12 Skyfield North PUD, also known as Parcel #477905300025, according to the legal description in Exhibit "A", seeking an Insubstantial PUD Amendment to amend the platted building area. The parcel is zoned Low Density. The parcel is located near the intersection of Timberwood Drive and Wagner Way;

WHEREAS, The purpose of this Insubstantial PUD Amendment is to accommodate a pre-existing minor encroachment outside of the platted building area as shown in Exhibit "B";

WHEREAS, an Insubstantial PUD Amendment may be approved Administratively by the Planning Director pursuant to Land Use Code Sections 3-402 B.I.b. and 5-1502 Insubstantial Amendment as shown in Exhibit "C";

WHEREAS, this approval was conditioned on a sign off from The Board of County Commissioner's on resolution 2025-08 in lieu of a replat;

WHEREAS, the application was referred to the County Attorney, County Manager, Deputy County Manager, the County Building Official, and the West Meadows HOA for review and comment;

WHEREAS, a list of the items included in the Public Meeting Record is attached to this resolution as Exhibit "D";

WHEREAS, the Board of Commissioners of San Miguel County, Colorado, considered this application, along with relevant evidence and testimony, at a public meeting held in Telluride and on-line on Wednesday, April 2, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of San Miguel County, Colorado, approves the Insubstantial PUD Amendment to amend the platted building area for Lot 12 Skyfield North, finding that the Insubstantial Amendment application is in compliance with all applicable Land Use Code standards in Section 5-1502, Insubstantial Amendment, as presented:

DONE AND APPROVED by the Board of County Commissioners of San Miguel County, Colorado, on April 2, 2025.

**SAN MIGUEL COUNTY, COLORADO
BOARD OF COUNTY COMMISSIONERS**

By: Anne Brown
Anne Brown, Chair

Vote:	Anne Brown	<u>Aye</u>	Nay	Abstain	Absent
	Galena Gleason	<u>Aye</u>	Nay	Abstain	Absent
	Lance Waring	<u>Aye</u>	Nay	Abstain	Absent

ATTEST:

By: Carmen Warfield 
Carmen Warfield, Chief Deputy Clerk

- EXHIBIT “A” Legal Description
- EXHIBIT “B” Plat Detail
- EXHIBIT “C” Administrative Approval Letter
- EXHIBIT “D” Public Meeting Record

EXHIBIT "A"

Legal Description

Parcel # 477905300025

LOT 12 SKYFIELD NORTH PUD LOCATED IN SEC 5 T42N R9W NMPM ACC TO PLAT BK 1 PG
2318 FILED 1 5 98 CONT 9.084

EXHIBIT "C"



PLANNING DEPARTMENT

KAYE SIMONSON, PLANNING DIRECTOR

March 18, 2025

54 Timberwood Dr
Tom Kennedy

Via Email: tom@tklaw.net

Re: **Insubstantial PUD Amendment Administrative Approval (LandUseApp-25-006):
Modify Building Area for Lot 12, Skyfield North PUD 54 Timberwood Dr**

Dear Tom,

The purpose of this correspondence is to serve as an Administrative Approval for the Insubstantial PUD Amendment (IPA) to modify the platted Building Area boundaries for Lot 12, Skyfield North PUD, as depicted on the submitted improvements site plan. This approval will resolve a minor existing encroachment outside of the PUD's building area. This modified Lot 12 Building Area will not encroach into areas of geologic hazards or wetlands, meets the required siting and distance separations of wells and OWTS facilities for Lot 12 and all adjacent lots, and will meet all setback requirements. The modification will not result in new impacts to trees and vegetation that would be disturbed by construction of improvements. Access to Lot 12 will not change. The West Meadows North Homeowners Association has approved the request to modify the Building Area boundaries for Lot 12.

I hereby **approve** the Insubstantial PUD Amendment (IPA) to modify the platted Building Area for Lot 12, Skyfield North PUD as proposed, pursuant to Land Use Code Section 3-402 and based on the finding that the proposed IPA is in compliance with all applicable standards in Land Use Code Section 5-1502 Insubstantial Amendment. This approval is subject to the following conditions:

- Authorization of the Board of County Commissioner Chair's signature on the BOCC resolution #2025-08; and
- Recording of this Approval Letter.

Please contact the Planning Department with any questions.

Sincerely,

Kaye Simonson, AICP
Planning Director

P.O. Box 548 • 333 W Colorado Ave, 3rd Flr • Telluride, Colorado 81435 • (970) 728-3083
email: kayes@sanmiguelcountyco.gov website: www.sanmiguelcountyco.gov

EXHIBIT “D”

Public Meeting Record

San Miguel County Board of Commissioners

Application: Tom Kennedy on behalf of The Cornelius Brubaker Trust
Insubstantial PUD Amendment: Lot 12, Skyfield North

Date: April 2, 2025

1. San Miguel County Land Use Code (Adopted 11/30/90) with all amendments to date (By Reference Only).
2. San Miguel County Comprehensive Development Plan (Adopted 8/3/78) with all amendments to date (By Reference Only).
3. Memorandum to the San Miguel County Board of County Commissioners from Nicola Kerr, Associate Planner dated April 2, 2025.
4. Draft Resolution 2025-008 of the County Board of Commissioners, San Miguel County, Colorado, Granting an Insubstantial Amendment for Lot 12 Skyfield North
5. Approval letter from Planning Director, Kaye Simonson, dated March 18, 2025.
6. Application submitted by Tom Kennedy, on behalf of The Cornelius Brubaker Trust, owner of Lot 12, Skyfield North, received February 26, 2025.

AGENCY COMMENTS

7. Email from Nicola Kerr, Associate Planner, to Referral Agencies dated March 18, 2025.

PUBLIC COMMENT

None received

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
SAN MIGUEL COUNTY, COLORADO, AUTHORIZING THE OBLIGATION OF
FUNDS RECEIVED FROM THE UNITED STATES DEPARTMENT OF
AGRICULTURE IN ACCORDANCE WITH TITLE III OF THE SECURE RURAL
SCHOOLS AND COMMUNITY SELF-DETERMINATION ACT OF 2000 AS
REAUTHORIZED BY PUBLIC LAW 115-141, SECTION 302(a)(2)**

Resolution #2025-09

WHEREAS, San Miguel County has received funds from the United States Department of Agriculture pursuant to Title III of the Secure Rural Schools and Community Self-Determination Act ("Act"), as amended, in the amount of \$7,456.85 as part of the 2022 and 2023 National Forest Payments;

WHEREAS, Title III – County Funds, of the Act, Sec. 302 USE., provides:

I.) AUTHORIZED USES – A participating county, including any applicable agencies of the participating county, shall use county funds, in accordance with this title, only

(a) to carry out activities under the Firewise Communities program to provide homeowners in fire-sensitive ecosystems education on and assistance with implementing techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires;

(b) to reimburse the participating county for search and rescue and other emergency services that were:

(1) performed on Federal land after the date on which the use was approved under subsection (b);

(2) paid for by the participating county;

(c) to cover training costs and equipment purchased directly related to the emergency service; and

(d) to develop community wildfire protection plans in coordination with the appropriate Secretary concerned; and

(e) provide or expand access to broadband telecommunications services.

II.) PROPOSALS – A participating county shall use county funds for any use described in subsections (a,b,c,d,e) only after a 45-day public comment period, at the beginning of which the participating county shall;

(a) publish in any publications of local record a proposal that describes the proposed use of the county funds; and

(b) submit the proposal to any resource advisory committee established under section 205 for the participating county (if allocating any Title II funding).

WHEREAS, at its meeting on February 5, 2025, the San Miguel County, Colorado, Board of County Commissioners (“BOCC”) considered a proposal from Ramona Rummel, Finance Director, dated January 28, 2025, Re: Proposal to obligate Title III monies in San Miguel County, a copy of which is attached hereto and incorporated herein by reference as Exhibit “A;” at which time the BOCC initiated its Title III project by giving its preliminary approval to the Proposal and authorizing that “Public Notice” of the proposal be published in the county’s approved newspaper of record, with a public comment period ending on March 24, 2025, at 5:00 p.m., a copy of such “Public Notice,” as published on February 7 and February 14 in the Norwood Post, and on February 7 and February 14, 2025 in the Telluride Daily Planet, is attached hereto and incorporated herein by reference as Exhibit “B;”

WHEREAS, the BOCC, having been advised at a public meeting held on April 2, 2025, that no public comments regarding the “Proposal for Obligation of Title III Funds” were received by the March 24, 2025, deadline, and that it is not necessary to comply with Sec. 302(b)(2) of the Act since there is not a resource advisory committee established under section 205 for San Miguel County, proceeded to consider the statutorily required formal obligation of such Title III Funds in accordance with the January 28, 2025 Proposal, as previously approved for initiation on April 2, 2025, and does hereby find and determine that it is appropriate to obligate the County’s Title III funds in the amount of \$7,456.85 in substantial accordance with the “Proposal” and subject to compliance with the applicable provisions of Title III of the Act and the adopted regulatory guidance of the USDA – Forest Service pertaining to county expenditure of such funds.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of San Miguel County, Colorado, as follows:

I.) The Title III funds that the County has received in its 2022 and 2023 National Forest Payments in the amount of \$7,456.85 is hereby obligated to be expended pursuant to Section 302;

(a) Authorized Uses, in substantial accordance with the “Proposal” set forth in Exhibit “A,” except as specifically provided otherwise herein.

II.) The obligation to expend such Title III funds that the County has received in accordance with the adopted “Proposal” is expressly subject to the West Region Wildfire Council (WRWC) expending any such funds in strict compliance with Title III, Section 302;

(a) Authorized Uses, as set forth in the Act and the USDA – Forest Service adopted regulatory guidance.

III.) The WRWC shall only expend the \$7,456.85 in Title III funds that it receives pursuant to this Resolution to carry out activities set forth in the Proposal that are authorized under the Firewise Communities program, in strict compliance with the applicable provisions of the Act, Sec. 302(a)(1) and the USDA – Forest Service adopted regulatory guidance.

IV.) The San Miguel County Finance Director is hereby authorized and required to submit the written Certification required pursuant to Sec. 303 of the Act to the Secretary of the USDA not later than February 1, 2026, that the Title III funds have been obligated for the uses authorized under section 302(a) of the Act, including a description of the amounts expended and the uses for which the amounts were expended.

DONE AND APPROVED by the San Miguel County, Colorado, Board of County Commissioners at a duly noticed public meeting held in Telluride, CO, on April 2, 2025.

**BOARD OF COUNTY COMMISSIONERS
SAN MIGUEL COUNTY, COLORADO**

Anne Brown

Anne Brown, Chair

ATTEST:



Carmen Warfield

Carmen Warfield, Chief Deputy Clerk to the Board

VOTE:

Lance Waring	x	Aye	Nay	Abstain	Absent
Anne Brown	x	Aye	Nay	Abstain	Absent
Galena Gleason	x	Aye	Nay	Abstain	Absent

Attachments:

Exhibit "A": January 28, 2025 Memo, Ramona Rummel to BOCC/Mike Bordogna,
Proposal to obligate Title III monies in San Miguel County

Exhibit "B": Public Notice published in Norwood Post and Telluride Daily Planet



FINANCE OFFICE

RAMONA RUMMEL, FINANCE DIRECTOR

TO: Board of County Commissioners
Mike Bordogna

FROM: Ramona Rummel, Finance Director

DATE: January 28, 2025

RE: Proposal to obligate Title III monies in San Miguel County

San Miguel County has received the 2022 and 2023 National Forest Payments in accordance with the Secure Rural Schools and Community Self Determination ACT (ACT).

Distribution of all Title I monies has been made by prior board action.

Staff is requesting that the BOCC approve the proposal to obligate the 2022 and 2023 Title III funds as stated below.

Proposal for Obligation of Title III Funds In San Miguel County

Background: San Miguel County is currently holding \$7,456.85 in Title III funds. These funds must be formally obligated by September 30, 2026 or be returned to the Federal Government. Federal guidance suggests that use of Title III funds may be used for these activities:

- Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires;
- Reimburse a participating county for search and rescue and other emergency services paid for by the county and performed on national forests after the date on which the use was approved as required in the Act;
- Cover training costs and equipment purchases directly related to the emergency services;
- Develop and carry out community wildfire protection plans in coordination with the Forest Service acting on behalf of the Secretary of Agriculture;
- Provide or expand access to broadband telecommunications services, and
- Provide or expand technology and connectivity necessary for students to use a digital learning tool at or outside of a local school campus.

Proposal:

- ✓ Contribute Title III funds in the amount of \$7,456.85 to the West Region Wildfire Council (WRWC) for eligible projects. The WRWC supports the authorized uses under the USDA Title III program by promoting wildfire preparedness, prevention, and mitigation education. The WRWC- (www.COwildfire.org) is a collaborative interagency regional wildfire organization that works to promote wildfire preparedness, prevention, and mitigation education throughout Delta, Gunnison, Hinsdale, Montrose, Ouray, and San Miguel Counties. Their mission is to mitigate loss due to wildfire in wildland urban interface communities while fostering interagency regional partnerships to help prepare counties, fire protection districts, communities and agencies to plan for and mitigate potential threats from wildfire. In San Miguel County, these Title III funds may be used only to carry out activities under the Firewise Communities program as described above. To assist in implementation of these activities the County will partner with the WRWC through the professional services agreement for 2025.

The next step in this process is to have a 45-day public comment period in which the public is allowed to comment on the above stated uses of this funding. At the end of the comment period, a resolution will be presented to the BOCC for approval which will formally obligate the Title III funding. Upon approval of the resolution, there will be an official MOU outlining how these funds will be expended and how the Title III funds will be listed as a separate line item for San Miguel County on the financial statements of the WRWC.

Suggested Motion: "To approve the proposal to obligate the 2022 and 2023 Title III funds as presented."

Norwood Business

Christopher Tooker
Master Electrician
Electrical Contractor
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office@tookerelectric.com
www.tookerelectric.com

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Social Studies Teacher

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For the full job posting, visit
www.norwood12.org/jobs
and click "Click here for job listings
and to apply online."

Norwood Public Schools
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ongoing basis until positions are filled.

For the full job posting, visit
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and click "Click here for job listings
and to apply online."



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Legal Notices

San Miguel County requests proposals from experienced
contractors for Fairgrounds Event Center Footing Replacement
Project. RFP available by calling (970) 327-4323, County
website www.sanmiguelcountycolorado.gov or Fairgrounds
Office, 1165 Summit St., Norwood. Deadline for proposals:
5:00 PM Friday, February 26 either via email sanmiguelcountycolorado.gov or dropped off at Fairgrounds office

San Miguel County RFP for janitorial cleaning services for
Fairgrounds in Norwood. Bid packets available www.sanmiguelcountycolorado.gov or Debra Burdette 970-327-4323,
debra@sanmiguelcountycolorado.gov. Monday one bid site
visit required. Deadline for proposals 5:00 PM Friday, March
14, 2025 at Fairgrounds office, 1165 Summit St., Norwood or
email sanmiguelcountycolorado.gov

PUBLIC NOTICE

San Miguel County, Colorado intends to expand Secure Rural
Schools (SRR) and Community Self-Determination Act (CSDA)
Title II funds in the amount of \$7,458,855 for eligible expenditures
as defined by the ACT. In brief, these funds can be spent on
local search and rescue efforts for incidents conducted on
national forests to update or develop Community Wide
Wildfire Protection Plans; for fuel reduction and mitigation
activities identified in approved DMP's; to promote wildlife
management, preservation, and mitigation education to the
citizens of San Miguel County; to cover training costs and
equipment purchases directly related to emergency services;
to provide or expand access to broadband telecommunications
services; and to provide or expand technology and
connectivity necessary for students to use a digital learning
tool at or outside of a local school campus. This II eligible
expenditures will be determined by the County Sheriff and
Board of County Commissioners.

As required by the SRA, public notice is hereby given and
public comment will be accepted on the proposed uses of these
funds through Monday, March 24, 2025 at 5 PM.

Written comments should be sent to Jennifer Thompson, San
Miguel County Emergency Management Coordinator and Chief
Administrative Officer, Attn: Title II Comment, 694 CH 63A,
Telluride CO 81435, or by emailing
jennifer@sanmiguelcountycolorado.gov

Norwood Post
Norwood, Colorado
Publication date February 7th and February 14th

Daily Planet
Telluride, Colorado
Publication date February 7th and February 14th

A CALL FOR NOMINATIONS (NOTICE BY PUBLICATION OF)

(§ 15-6-601, 1-15B-1-1002, 22-1-8002) C.A.B.

TO WHOM IT MAY CONCERN, and, particularly, to the electors of the Norwood Park and
Recreation District of San Miguel County, Colorado:

NOTICE IS HEREBY GIVEN that an election will be held on the 6th day of May 2025, between
the hours of 7:00 a.m. and 7:00 p.m. At that time, two directors will be elected to serve a 4-year term and
two directors will be elected to serve a 2-year term. Eligible electors of the Norwood Park and Recreation
District interested in serving on the board of directors may obtain a Self-Nomination and Acceptance form
from the District Designated Election Official (DEO) or by downloading from our website:
www.norwoodparkandrec.com

Michelle Litigman
605-212-4276
michelle@norwoodparkandrec.com

(Designated Election Official)
(DEO Telephone)
(DEO email)

The deadline to submit a Self-Nomination and Acceptance is February 28, 2025. Completed forms
must be emailed to: michelle@norwoodparkandrec.com before 5:00 p.m. on February 28, 2025.

Affidavit of Intent To Be A Write-In Candidate forms must be submitted to the office of the designated
election official by 5:00 p.m. on Monday, March 3, 2025.

NOTICE IS FURTHER GIVEN, an application for an absentee ballot shall be filed with the
designated election official no later than the close of business on Tuesday preceding the election, April
29, 2025.

Michelle Litigman
Designated Election Official

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The Norwood Post

PROOF OF PUBLICATION STATE OF COLORADO / COUNTY OF SAN MIGUEL

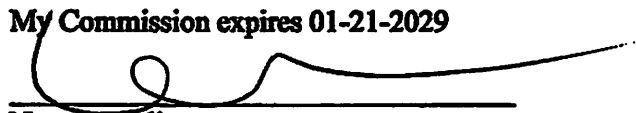
I, Maureen Pelisson, Associate Publisher of The Norwood Post, a weekly newspaper, published in Telluride and printed in Montrose, in said County and State; that said newspaper has a general circulation in said County and has been continuously and uninterruptedly published therein, during a period of at least fifty-two consecutive weeks next prior to other first publication of the annexed notice; that said newspaper is a newspaper within the meaning of the act of the General Assembly of the State of Colorado, entitled "An Act to regulate the printing of legal notices and advertisements," and amendments thereto; that the notice of which the annexed is printed copy taken from said newspaper, was published in said newspaper, and in the regular and entire issue of every number thereof; once a week for 2 successive week(s) that said notice was published in said newspaper proper and not in any supplement thereof, and that the first publication of said notice as aforesaid, was on 02/07/25 and the last on 02/14/25.



Maureen Pelisson
Associate Publisher

Sworn before me, this St day of March 2025

My Commission expires 01-21-2029


Notary Public

RE: San Miguel County Finance Office – Expend Secure Rural Schools (SRA) and Community Self Determination Act (ACT) Title III funds in the amount of \$7,456.85 for eligible expenditures – Norwood Post

HOROSCOPE

By SALLY BROMPTON
www.sallybrompton.com

ARIES (March 21 - April 20):

Others may see you as a bit of a pushy animal, but sometimes you like to be alone with your thoughts and one such occasion is now. Mercury's move into the most sensitive area of your chart will certainly give you plenty to consider.

TAURUS (April 21 - May 21):

You must make time for your social life and you must make an effort to meet up with friends who share your overall outlook. If you plan some sort of get-together today or over the weekend it will be rewarding on so many levels.

GEMINI (May 22 - June 21):

Matters related to your career will come to the fore over the next few days, so make sure you are clear in your own mind what it is you are hoping to accomplish. Opportunities to move up in the world will arrive very soon, so be ready!

CANCER (June 22 - July 23):

The more others say you don't have to worry about what they are up to the more curious you will be and the more digging you will do into their affairs. Will you discover something they don't want you to know about? Most likely you will.

LEO (July 24 - Aug. 23):

You have done a pretty good job of putting financial worries out of your mind in recent weeks but the planets warn you need to make some serious decisions. If you deal with the money issues now, it won't be as traumatic as you had feared.

VIRGO (Aug. 24 - Sept. 23):

Do you steer clear of a feud that is none of your business or do you try to be the peacemaker? Only you can decide but if you cannot resolve the situation quickly it might be best to step back so you don't get caught in the middle.

LIBRA (Sept. 24 - Oct. 23):

Mercury's move into the work and wellbeing area of your chart means you need to get smart about how you allocate your time and energy. You may not be able to make any major changes immediately but you can start making plans.

SCORPIO (Oct. 24 - Nov. 23):

Your confidence will improve dramatically over the next few days and even more when the Sun moves in your favor on the 18th. The more you believe in yourself and what you are doing the more the universe will guide and support you.

SAGITTARIUS (Nov. 23 - Dec. 21):

You may like to think of yourself as self-sufficient but even a Sagittarius needs help now and again and you will certainly need it over the next 24 hours. Friends and loved ones are poised to answer your call for assistance, so speak up.

CAPRICORN (Dec. 22 - Jan. 20):

Even if you are the sort of Capricorn who tends to keep your thoughts to yourself you will have plenty to say today and over the weekend and that's a good thing. It's important that you let others know what you do and do not approve of.

AQUARIUS (Jan. 21 - Feb. 19):

News from afar will create a bit of a buzz today and it may even include information you can turn to your advantage. It's not wrong to make money from what you know and the facts and figures are very much on your side at the moment.

PISCES (Feb. 20 - Mar. 20):

You need to let go of negative thinking and look forward to a time when you are more in control of your affairs than you have been of late. With the Sun due to join Mercury in your sign early next week, the future is bright.

BIRTHDAY FRIDAY:

It's not wrong to be ambitious but you must not allow your mind to be taken over by material desires to such an extent that you neglect more important goals. Put people first this year and don't fret so much about the size of your salary.

BIRTHDAY SATURDAY:

The cosmic powers will never confront you with challenges you are unable to handle and if you keep that fact in mind you will keep going and never give up. Your task for the year ahead is to toughen up and discover your deep inner strength.

Legal Notices

PUBLIC NOTICE

San Miguel County, Colorado intends to expand Secure Rural Schools (SRS) and Community Self-Determination Act (CSDA) Title II funds in the amount of \$7,656,255 for eligible expenditures as defined by the ACT. In brief, these funds can be spent on local search and rescue efforts for incidents conducted on national forests, to update or develop Community Wide Wildlife Protection Plans for land reduction and mitigation activities identified in approved CHMPs, to promote wildlife preservation, prevention, and mitigation education to the citizens of San Miguel County to cover training costs and equipment purchases directly related to emergency services; to provide or expand access to broadband telecommunications services; and to provide or expand technology and connectivity necessary for students to use a digital learning tool at or outside of a local school campus. Title II eligible expenditures will be determined by the County Board and Board of County Commissioners.

As required by the SRS, public notice is hereby given and public comment will be accepted on the proposed uses of these funds through Monday, March 24, 2025 at 5 PM.

Written comments should be sent to Jennifer Dismore, San Miguel County Emergency Management Coordinator and Chief Administrative Officer, Attn: Title II Comment, 504 CH 523, Telluride CO 81435, or by emailing jennifer@smcemergency.org.

Harwood Post
Harwood, Colorado
Publication date February 7th and February 14th

Daily Planet
Telluride, Colorado
Publication date February 7th and February 14th

NOTICE - Request for Proposals - San Miguel County requests proposals for a contractor to design and install a new back system for the Telluride Courthouse, Minnesota and French buildings. RFP info available at www.sanmiguel-county.gov/bids.aspx, or the Public & Open Space Dept., 333 W Colorado Ave., 3rd Fl., Telluride. Contact Greg Pollock (970) 360-5424 or greg@sanmiguel-county.gov. Deadline for proposals: 5:00 PM Friday, February 14th either via email or dropped off at the Public & Open Space Dept. in Telluride.

San Miguel County requests proposals from experienced contractors for Fairgrounds Event Center Fooding Replacement Project. RFP available by calling (970) 327-4322, County website www.sanmiguel-county.gov/bids.aspx or Fairgrounds Office, 1165 Summit St., Harwood. Deadline for proposals: 5:00 PM Friday, February 28 either via email deanna@sanmiguel-county.gov or dropped off at Fairgrounds office.

San Miguel County RFP for janitorial cleaning services for Fairgrounds in Harwood. Bid packets available www.sanmiguel-county.gov/bids.aspx or Deanna Burdette (970) 327-4322, deanna@sanmiguel-county.gov. Mandatory pre-bid site visit required. Deadline for proposals 5:00 PM Friday, March 14, 2025 at Fairgrounds office, 1165 Summit St., Harwood or emailed deanna@sanmiguel-county.gov.

A CALL FOR NOMINATIONS

NOTICE BY PUBLICATION OF TELLURIDE DAILY PLANET

(11-03-001, 11-03-11032, 12-1-0002) C.R.S.

TO WHOM IT MAY CONCERN, and, particularly, to the electors of the Telluride Fire Protection District of San Miguel County, Colorado:

NOTICE IS HEREBY GIVEN that an election will be held on the 6th day of May 2025, between the hours of 7:00 a.m. and 7:00 p.m. At that time, three (3) electors will be elected to serve a four-year term. Eligible electors of the Telluride Fire Protection District interested in serving on the board of directors may obtain a Self-Nomination and Acceptance form from the District Designated Election Officer (DEO):

John S. Bennett - (Designated Election Officer)
PO Box 1845
131 West Columbia Avenue (second floor offices)
970-725-3801
jbennett@telluridefire.com

The Office of the DEO is open on the following days: Monday through Friday from 9 a.m. to 5 p.m.

The deadline to submit a Self-Nomination and Acceptance is close of business on February 28, 2025 (not less than 67 days before the election).

Affidavit of Intent to Be a Write-In Candidate form must be submitted to the office of the designated election official by the close of business on Monday, March 3, 2025 (the forty-fourth day before the election).

NOTICE IS FURTHER GIVEN, an application for an absentee ballot shall be filed with the San Miguel County Clerk and Recorder no later than the close of business on Tuesday preceding the election, April 21st, 2025.

John S. Bennett
Designated Election Officer Signature

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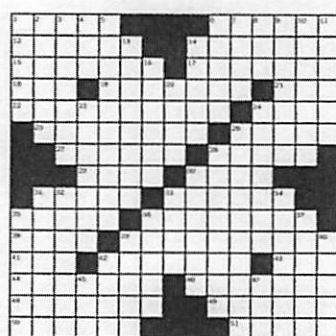
NEW YORK TIMES CROSSWORD

ACROSS

- 1 Ducked (out)
- 6 High chairs?
- 12 Polo participants
- 14 Sarcastic response to an obvious statement
- 15 GarageBand and iMovie, e.g.
- 17 "Don't wait up" occasion, perhaps
- 18 "This is ____"
- 19 Makes fit
- 21 It might change your perspective
- 22 "No doubt in my mind"
- 24 Do some light work?
- 25 Brainstorm out loud
- 26 Text with 114 swar, in a classic spelling
- 27 Walk in the park, maybe
- 28 ____ swear
- 29 M.L.B. team that was the first to trade a player for himself (Harry Chitt in 1962)
- 30 Group
- 31 Some court statements
- 32 Weight
- 35 Capital where the won is spent
- 36 "Be right there!"
- 38 Org. for seniors
- 39 "Short in a tall glass, perhaps"

DOWN

- 41 Basic cable channel
- 42 Component of many a trial
- 43 Bear necessity?
- 44 Private watering hole?
- 46 Speculate
- 48 River
- 49 They're set in rings
- 50 Rothkeller supply
- 51 Growing pain?



PUZZLE BY ROBERT LOGAN

ANSWER TO PREVIOUS PUZZLE

FROZE SOBA WHOM
RAMEN TRIB HALO
OVIERT TOLLEHANDS
MINIOR PROBLEM
MAIS GOAL MAA
TACOPLES RIISERS
URLS GTANDUPACT
PRATE TRI MODAL
POWER SURGE IONE
EYELICK HALLWAY
ROD BARS SIS
BUMPSETS SPIKE
CHEEKIEST BOTOX
CORN NAAN ORALE
SWAIT ARYA ATLAS

- 14 It stands out in a print
- 16 Natural rug fibers
- 20 Quiet
- 23 "Feel free to reach out"
- 24 Nile superlative
- 26 Not quite, informally
- 28 Rolling source of entertainment
- 30 They'll show you the way
- 31 ____ poet (description of Robert Burns)
- 32 Grand Mariner ingredient avec un cognac
- 33 Court seat
- 34 Making weaker, in gamer jargon
- 35 Sriracha and sambal
- 36 Ceases nursing
- 37 Prompts
- 39 "God ____"
- 40 Pull with force
- 42 Sert
- 45 Prefix with athletic
- 47 Start to work? Abbe.

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- Henry Ford

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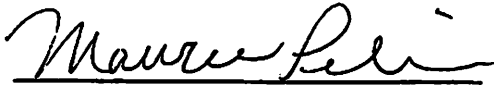
TELLURIDE DAILY PLANET

OWEN USA, PHOTOGRAPHING THE TELLURIDE TRAIL AND TELLURIDE JOURNAL

PROOF OF PUBLICATION

STATE OF COLORADO – COUNTY OF SAN MIGUEL

I, Maureen Pelisson, Associate Publisher of the Telluride Daily Planet, a daily newspaper, published in Telluride, and printed in Montrose, in said County and State; that said newspaper has a general circulation in said county and has been continuously and uninterruptedly published therein, during a period of at least fifty-two consecutive weeks next prior to other first publication of the annexed notice; that said newspaper is a newspaper within the meaning of the act of the General Assembly of the State of Colorado, entitled "An Act to regulate the printing of legal notices and advertisements, and amendments thereto; that the notice of which the annexed is printed copy taken from said newspaper, was published in said newspaper, and in the regular and entire issue of every number thereof; 2 day(s) that said notice was published in said newspaper proper and not in any supplement thereof, and that the first publication of said notice as aforesaid, was on 02/07/25, and the last on the day of 02/14/25.



Maureen Pelisson
Associate Publisher

Sworn before me, this 5th day of March 2025
My Commission expires 01-21-2029



Notary Public

RE: San Miguel County Finance Office – Expend Secure Rural Schools (SRA) and Community Self Determination Act (ACT) Title III funds in the amount of \$7,456.85 for eligible expenditures – Telluride Daily Planet

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF SAN MIGUEL COUNTY, COLORADO ADOPTING UPDATES AND ADDITIONS TO
THE SAN MIGUEL COUNTY ADMINISTRATIVE POLICY MANUAL**

Resolution #2025-10

WHEREAS, it is in the best interest of San Miguel County, Colorado (“County”) to establish and maintain policies and procedures governing the management of the County’s resources; and

WHEREAS, policies and procedures adopted by the Board of County Commissioners (“Board”) under §30-11-107, C.R.S., Powers of the board, direct the use of the County’s resources by County officials, employees, and the public; and

WHEREAS, the Board has adopted an Administrative Policy Manual (“Manual”) with the passing of Resolution #2014-26, which directed that the Manual be updated regularly; and

WHEREAS, the Board wishes to improve its administrative policy practices through updates and additions to the Manual based on staff recommendations; and

WHEREAS, the Board has the authority and responsibility to determine how real and personal property owned by the county is to be used and maintained (C.R.S. § 30-11-101); and

WHEREAS, the Board desires to adopt a formal policy regarding the licensing and use of County-owned housing units.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SAN MIGUEL COUNTY, COLORADO:

1. Section 4-9 of the San Miguel County Administrative Policy Manual shall be added to incorporate the “County-Owned Housing Policy” included in Exhibit A and incorporated herein by reference.
2. This Resolution shall take effect immediately upon its approval by the Board of County Commissioners.

APPROVED AND ADOPTED this 2nd day of April 2025, at Telluride, Colorado.

BOARD OF COUNTY COMMISSIONERS SAN MIGUEL COUNTY, COLORADO

By: Anne Brown
Anne Brown, Chair

Vote:	Anne Brown	× Aye	Nay	Abstain	Absent
	Galena Gleason	× Aye	Nay	Abstain	Absent
	Lance Waring	× Aye	Nay	Abstain	Absent

ATTEST:



By: Carmen Warfield
Carmen Warfield, Chief Deputy Clerk

4-9 San Miguel County Owned Housing Policy

PURPOSE:

San Miguel County (SMC) strives to develop and support a reliable workforce, create a diverse, vibrant community, and lessen the environmental impacts of commuting by providing affordable, rental units for full-time employees of San Miguel County as available. Units under consideration of this policy include those owned or otherwise reserved for employees of the county. While this policy identifies general criteria for use of a property by a SMC employee, additional qualifications based on a unit's deed restriction, local/state/federal financing for purchase and/or county-wide needs may be considered in the allocation of properties by the County Manager.

County Owned Employee Housing Units (beds/baths):

- 11 Miguel St., Norwood (3/2)
- 1515 Juniper St., Norwood (3/3)
- 2001 W. Hwy. 145 Spur, Telluride (2/1; 4/3)
- 305 Society Turn, Unit-B1, Telluride (1/1)
- 35 Pilot Knob Lane, Unit 601, Telluride (2/2)
- 39571 Hwy 145, Norwood (2/1)
- 508 Society Dr., Telluride (3/2)
- Village Court Apartments, Unit 4106, Mountain Village (0/1)

These and any additional units acquired by the county will be administered in accordance with this policy and/or specific covenants or agreements which may govern those properties.

RESPONSIBILITIES:

The County Manager is responsible for the administration of this policy and all of its aspects. At the County Manager's discretion, they may delegate these efforts to an assignee on staff.

POLICY:

Licensee Criteria

The unit must be occupied by a full-time year-round or seasonal employee of San Miguel County unless extenuating circumstances apply. A licensee cannot be the owner of any residential property within San Miguel or adjacent counties (Montrose, Ouray, or Dolores County). A licensee must make an application to the SMRHA for review and approval and, where required for a particular unit, be qualified otherwise (e.g., behavioral health professional, first responder, road and bridge employee).

A licensee and their immediate family, once approved, are allowed to occupy the assigned

property. If the licensee desires to add or otherwise change occupancy after license is executed, the licensee must make a written request to the County Manager for written approval.

Selection Process

Notice of unit availability shall be made known to the County Manager. If the county is in the process of filling a position vacancy, the employee housing unit may be held vacant, giving rental priority to an incoming employee, at the discretion of the County Manager.

If this need does not exist at the time of the vacancy, department heads and elected officials will be notified of the unit availability by email, and may submit a request by email for prioritizing an employee. If no such requests are made, all county employees will be notified of the unit's vacancy by email and may request the housing opportunity by email, expressing their interest and qualifications before the deadline provided within the notice.

Employee applicants will be evaluated for their position demands, ability to work from home vs. need to commute, and employee tenure to determine priority. Eligible employees earning less than 100% AMI, based on the current HUD determinations, will receive priority. Eligible employees with a family (including dependents) will receive priority for two-bedroom or larger units. When more than one employee with similar qualifications applies for a unit, a lottery will be held to choose the licensee.

Should there be no interest in the unit, the County Manager will make a determination as to the next course of action. To avoid prolonged loss due to vacancy, a license may be provided to qualified employees of regional partnering governments and taxing jurisdictions.

In an effort to closely abide by the stated purposes of this employee housing policy and in order to meet the employment needs of the county, the County Manager may authorize exceptions to this selection process.

Term of License Agreement

Unit licenses are established in terms of up to twelve (12) months, depending on the unit and the anticipated need. Employee license terms may be extended or shortened based on employee circumstances and history of use of the property (i.e., paying rent on time, taking proper care of the unit, not violating any of the license conditions). A full-time year-round employee housing license may be renewed on an annual basis.

The right of occupancy, as granted by the license, may be terminated at any time by:

- A. Employer providing employee written notice of his or her intention to terminate occupancy not less than 90 days prior to the date of lease expiration;
- B. Employee providing employer written notice of his or her intention to terminate occupancy not less than 30 days prior to the date of lease expiration; and/or
- C. The termination of an employee's employment with the employer, in which event the

employee shall vacate the premises within 60 days from the date of notice of termination or resignation of employment.

Rent

On an annual basis, the County Manager or designees will assess the base rental rates considering AMI, CPI, utility costs, employee compensation adjustments and other applicable factors.

The employee is responsible for the payment of utilities at each unit unless otherwise communicated in the license agreement. Further, telephone, cable, and internet service charges are the responsibility of the employee.

Unless otherwise outlined within each license agreement, monthly rental rates are a minimum of \$1 per square foot per month and otherwise not to exceed annual HUD Fair Market Rent (FMR) values for San Miguel County for units within the Telluride R1 School District, FMR for Montrose County for the Norwood R2J School District, and FMR for Dolores County for units in the Dolores RE2 District. Additionally, consideration of a tenant's percentage of AMI and/or 30% of gross income may be evaluated to set rates at a level that avoids rent burden per federal definitions.

Deposits and Rules & Regulations

When signing a license agreement, the following are required:

1. A refundable security deposit equal to no less than one month's rent for the unit, unless authorized in writing by the County Manager, which will be subject to a cleaning and damage assessment; and
2. A refundable pet deposit of \$500 which may be used for cleaning and repairs when the licensee vacates the premises.

Smoking is not allowed in any of the units.

Allowance of pets is unit dependent. A maximum of two (2) pets per unit may be allowed, depending on the unit size and any other restrictions.

Rent Payment

Employees can elect to either pay their monthly rent by check or through an ACH transfer in accordance with the county Finance Department processes. In addition, a payroll deduction will be developed on approximately the fifteenth of each month to be applied against the closest county pay date to cover all utilities maintained for the property in county control.

Violation

If an employee fails to pay rent; violates a clause in their license agreement or the employee housing policy; or violates a responsibility imposed by law, the county may elect to terminate a license agreement immediately.