



## **SPECIAL MEETING AGENDA**

**Wednesday, May 12, 2021**

Join a Meeting, Zoom.us, Meeting Id # 534.180.495, Password 014764, audio 1-301-715-8592 or 1-253-215-8782  
Telluride, Colorado

1. **9:30 AM CALL TO ORDER - ZOOM Special Daily Meeting - Zoom.us - Join a Meeting, Meeting Id # 534.180.495, Password 014764, audio 1-301-715-8592 or 1-253-215-8782**
2. **REVIEW OF AGENDA**
3. **CALENDAR REVIEW**
4. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**
5. **9:32 am CONSENT AGENDA**
  - a. Ratification of Chair's signature on County Veterans service Officer's April 2021 Report.
  - b. Acceptance of the February 2021 Road Report.
  - c. Acceptance of the March 2021 Road Report.
  - d. Acceptance of the April 2021 Road Report.
  - e. Ratification of Commissioner's signature on a second request for an audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs.
  - f. Other, as needed.
6. **9:35 am ADMINISTRATIVE MATTERS**
  - a. 9:35 am Public Hearing: Consideration of Chair's signature on Hotel and Restaurant License for Thyme in Telluride LLC, DBA San Juan Club - H and R, 1500 Last Dollar Road (Telluride Regional Airport), Telluride, CO based on the County Clerk's Written Findings./MOTION  
5 mins

- b. 9:40 am Consideration of joining as a County in standing against the proposed initiative #16 through a county resolution./MOTION  
10 mins Kris Holstrom, Commissioner
  - c. 9:50 am Approval of Chair's signature on a letter of support for Revitalizing Main Street CDOT Grant in the Town of Norwood./MOTION  
5 mins Kris Holstrom, Commissioner
  - d. 9:55 am Consideration of a Letter of Support on behalf of the Telluride Foundation for a grant "Colorado Parks and Wildlife Outdoor Regional Partnerships". MOTION  
10 mins Mike Bordogna, County Manager
  - e. 10:05 am Discussion on communication with constituents by staff and/or commissioners.  
15 mins Mike Bordogna, County Manager
  - f. Other, as needed.
7. **10:20 am UPDATE WITH THE COUNTY MANAGER**
- a. Discussion of the job description for the Part-Time, Temporary COVID-19 Recovery Coordinator.  
20 mins Mike Bordogna, County Manager
  - b. Updates and Other, as needed.
8. **10:50 am UPDATE WITH COUNTY COMMISSIONERS**
- a. Updates with Kris Holstrom.  
5 mins
  - b. Updates with Hilary Cooper and Legislative updates.  
10 mins
  - c. Updates with Lance Waring.  
5 mins
  - d. Other, as needed
9. **11:10 am ATTORNEY MATTERS**
- (Any of these items may involve an Executive Session C.R.S 24-6-402)
- a. Update on Litigation
  - b. Other, as needed.
10. **11:30 am ADJOURNMENT**

**NOTE: This agenda is subject to change, including the addition of items up to 24 hours in advance or the deletion of items at any time. All times are approximate. The County Manager reports may include administrative items not listed. Regular**

**Meetings, Public Hearings, and Special Meetings are recorded, and ACTION MAY BE TAKEN ON ANY ITEM. Formal Action cannot be taken at Work Sessions. For further information, contact the County Administration office at 970-728-3174. If special accommodations are necessary per ADA, contact 970-728-3174 prior to the meeting.**

The official, designated posting place for all BOCC notices will be online at <https://www.sanmiguelcountyco.gov/liveagenda>. Use this link to view the live agenda with any last-minute changes. To be automatically notified, please sign up at [www.sanmiguelcountyco.gov](http://www.sanmiguelcountyco.gov), sign up for alerts, and follow the prompts.

11. **Recess for agenda-setting with the Board and Staff (No decisions will be made)**



AGENDA ITEM - 5.a.

**TITLE:**

Ratification of Chair's signature on County Veterans service Officer's April 2021 Report.

**Presented by:**

**Time needed:**

**PREPARED BY:**

Jim Botenhagen, VSO Officer

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

April has continued to be the typical off-season with only two phone calls received and continued trainings with the State.

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description

April 2021 VSO Report

Upload Date

5/4/2021





Colorado Department of Military and Veterans Affairs  
County Veterans Service Officers Monthly Report and Certification of Pay

County of SAN MIGUEL Month of APRIL '21

Telephone Calls <u>17</u>	
Appointments	
Outreach	
Total Served <u>2</u>	

Surveys Submitted	
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**WIG #1** Governor's Challenge initiative adopted: (# of times shared)

     Lethal Means Safety Video      Gate Keeper Training      Caring Contacts

**WIG #2** How many trainings (virtual or in person) have you participated in this month? 3

**Certification by County Veterans Service Officer**

I hereby certify that the above monthly report is true and accurate to the best of my knowledge and belief. I have been employed as a county veteran service officer at a rate of:

☒ 35 hours per week or fewer

☐ 36 hours per week or more

For the month of APR., 2021 from SAN MIGUEL county.

*J. Bortenbragen*  
Signature of County Veterans Service Officer

MAY 1, 2021  
Date

**Certification by County Commissioner or Designee**

In accordance with CRS 28-5-707, I hereby certify the accuracy of the Report CVA-26 revised 2-15-2019:

*L. W. J.* County Commissioner or Designee of  
SAN MIGUEL County  
5/4/21 Date

This certification, submitted monthly, properly signed and executed is considered as application for the monetary benefits to the County General Fund in accordance with 28-5-804 (2002) Colorado Revised State Statute.

Submit this form no later than the 15<sup>th</sup> day the following month to:

Colorado Division of Veterans Affairs West

482 28 Road

Grand Junction, CO 81501

Jessica.quackenbush@state.co.us

*Submitted to State 5/4/21*

Telephone - T, Email - E	Month of <u>APRIL '21</u>
<b>Contact</b>	<b>Services Provided</b>
	Assistance with filling out forms and paperwork
T 4.29	<del>XXXXXXXXXX</del> TINNITUS INQUIRY Benefits Representation - Filing VA Claims and appeals, Pension and Aid
	Burial Benefits, funeral benefits, Headstones and Markers
	Colorado State and Veterans Nursing Homes/Nursing home care
	Community Outreach and Advocacy Type: _____
T 4.19 4.21 4.29	<del>XXXXXXXXXX</del> STD. FORM 180 Medals Request, Replacement of - military records, medals, awards
	Disability Compensation
	Education and Training
	Employment Assistance, Vocational rehabilitation
	Home Loans
	Incarcerated Veterans and Homeless Veterans Initiatives
	Life Insurance
	Memorial benefits
	Operation Recognition
	Survivor benefits
	Other: _____

Signature of County Veterans Service Officer John Botelho

MAY 1, 2021  
DATE

## VIRTUAL TRAININGS FOR APRIL '21

4-7 EDUCATIONAL OPPORTUNITIES W AMANDA HERRON

4-14 VET SERVICE OFFICERS ROUND TABLE, Q+A

4-21 VOLUNTEERS OF AMERICA



AGENDA ITEM - 5.b.

**TITLE:**

Acceptance of the February 2021 Road Report.

**Presented by:**

**Time needed:**

**PREPARED BY:**

Ryan Righetti, County Road and Bridge

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Road and Bridge
<b>Description:</b>			

**ATTACHMENTS:**

Description

February 2021 Road Report

Upload Date

5/5/2021



## ROAD & BRIDGE DEPARTMENT

RYAN RIGHETTI, ROAD SUPERINTENDENT

### February 2021 Road Report

#### Deep Creek District 1:

Crews worked throughout the month clearing snow. Time was spent between storms using the snow blower on both Wilson and Hastings Mesas. Several storms dropped larger amounts with wind drifts causing some areas to become difficult to push back. Slide paths along Ophir Road continue to be monitored and may need to be treated if loading continues. Used oil from some of the local mechanic shops was dropped off for use in the oil heaters. This helps reduce heating costs during winter months. Crews worked on rebuilding the excavator bucket that has become worn out. Work in the Pathfinder Pit continued getting ready for this summer's crushing project. Personnel began working on preparing equipment for summer projects by going through servicing and inspecting vehicles that have been parked since last fall.

#### Norwood District 2:

Norwood personnel spent most of the month plowing snow and sanding roads as needed. Snow fences were installed on County Roads 44ZS and W44 to prevent and help reduce drifting. Crack seal equipment was moved from the Norwood Shop to the Egnar Shop. During breaks between storms and when weather allows, crews will begin crack seal projects on the western roads working east. Crew performed vehicle and equipment maintenance and repairs as needed.

#### Basin and Egnar Districts 3 and 4:

Snow removal was performed in both districts during the month of February. One employee from Basin spent time in Egnar assisting with snow removal when needed after wind and heavy snow occurred. Snow ridges were pushed back between storms making room for future amounts. Pothole repair was completed on County Roads P20 and U29E after frost heave caused several major holes to develop. Cattle guard A-frames were repaired on County Roads 13R, S22 and 20R. Vehicle and equipment maintenance and repairs were performed as needed in both districts. Crews stayed busy working around the shops cleaning and completing small projects. The water valve at Indian Springs was repaired in accordance with our agreement with BLM.

#### Road and Bridge Fleet Mechanics:

Unit 283. 1999 Freightliner – all 8 drive tires, 4 drive shocks, 2 steer shocks, 4 drive brake cans, 2 steer brake cans, 2 torque rods, all spring pin bushings, both windshields, both wiper blades, 3 headlight bulbs, 8" spot mirror, 4 air bags, both mud flaps with hangers, both steer axle hub caps, both hood bump stops, u-joint @ input of front diff, 4 drive axle slack adjusters, 2 steer axle slack adjusters, clutch brake, adjust clutch, city horn, county and federal decals, coolant leak, DOT Annual

Unit 264, 1994 International Water Truck - Clutch, p/s front brake can, block heater, starter, replace transmission, replace fuel shutoff solenoid

Unit 347, 2014 John Deere Excavator – Replace quick detach coil

Unit 334, 2012 Ford F150 – Engine service, tire rotation, repair no start

Unit 349 – 2016 Dodge 1500 - Engine service, tire rotation

Unit 304 – 2006 John Deere 772D Grader – Replace front lift group hydraulic ram, replace cutting edge on wing

Unit 342 – 2015 John Deere 772GP Grader– Replace blown hydraulic hose @ right steer hub, replace batteries, Service

Unit 360, 2002 Sno-Go Snow Blower – Replace batteries

Unit 335 – 2012 Ford F150 – Repair P/S, and headlight

Unit 366, 2019 Ford F550 with Plow – Engine Service, Repair back up lights

Unit 365, 2019 Ford F550 with Plow - Engine Service

Unit 284, 2005 Ford F150 – Engine Service

Unit 270, 1991 International Snowplow – Adjust sander drive chain

Unit 247, 1999 John Deere 772CH Grader – Install new wheel studs

Unit 372 – 2003 Freightliner Water Truck – DOT Annual Inspection

Unit 310, 1999 Ford F550 Service Truck – Install Work Lights

Unit 369, 2020 John Deere 772G Grader – Replace Windshield

February saw many meetings and discussions on both upcoming and continuing projects.

Road and Bridge met with the USFS to discuss plans on types of bridges to be installed on Tomboy Rd CR K68. Plans to incorporate gluelam structures led the way. The USFS will move forward with ordering three 20 ft. structures that will be installed over two years in coordination with our County Road Crews. The main obstacle will be getting the larger heavier pieces up past the switchbacks, cliffs and tunnel. Future meetings are planned to work out the details, however the initial plans have begun.

Road and Bridge met with USFS to perform our annual Schedule A meeting to discuss work that was completed last year and projects and maintenance work planned for this upcoming season. Culverts and road base were among the priority topics discussed. County District Supervisors will work with USFS engineering to plan and schedule culvert replacement and repair to rough sections of road where drainage needs to be improved.

The Applebaugh Bridge was discussed between County staff, the HOA and Russell Engineering. Work continues on various options to reduce costs in an effort to keep the project on track. Removal and repurpose of the old structure, traffic control and material are areas where to focus. There is another bridge project in Mancos going out for bid that may lend more ideas once the bids are received by CDOT.

Road and Bridge met with Mountain Village to discuss the 2021 phase of the waterline replacement project in the Ski Ranches area. This year's section will impact High Noon, Ridge Rd and Saddle Horn Ln. Special Conditions for the project will remain the same with no major changes from the previous year's scope.

Crew's from all districts attended the MSHA annual refresher training this month. Personnel saw a change from past formats due to COVID restrictions. Instead of one day, crews were split into two groups to keep each class under 7. Future annual classes are intended to be returned to in person, however this format satisfied federal requirements this calendar year.

Road and Bridge sent out invitations to bid on our new compactor trailers we will be adding to the fleet this spring. We will be working on invitations for bids to purchase tractors to pull the new trailers next month. Look for these this spring when we begin grading roads.



AGENDA ITEM - 5.c.

**TITLE:**

Acceptance of the March 2021 Road Report.

**Presented by:**

**Time needed:**

**PREPARED BY:**

Ryan Righetti, County Road and Bridge

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description

March Road Report

Upload Date

5/5/2021





## ROAD & BRIDGE DEPARTMENT

RYAN RIGHETTI, ROAD SUPERINTENDENT

### March 2021 Road Report

#### Deep Creek District 1:

Snow removal continued on winter maintained roads in the Deep Creek District. Between storms, crews took advantage of warm weather to begin patching potholes that developed on the paved roads during the winter months. Bids were received for restriping work later this spring. Welding and fabrication was performed on several pieces of equipment. Work also continued preparing trucks for summer projects. Crew members from Deep Creek assisted with crack seal in Egnar. Work clearing snow and opening CR 58P had begun by the end of the month.

#### Norwood District 2:

Our Norwood crew removed snow several times this month. Faded stop signs were replaced at the intersections of County Roads X45, AA42/43ZN, AA42/43ZN, and 46X/X45. Warmer weather allowed crews to begin work grading AA42, W44, 43ZN and 47Z. The Norwood Crew assisted with crack seal in the Egnar area. Crew spent time repairing vehicles and equipment. Time was also spent picking up supplies and preparing for spring and summer projects.

#### Basin and Egnar Districts 3 and 4:

Personnel from both districts worked on snow removal and cutting ridges in response to wind and snow storms during throughout the month. The roads hardest hit were County Roads 31U, U29E, H1, 29U and 23R. As the weather improved, grading on County Roads 19Q and U29E was performed. A cattle guard was repaired on CR S22. Crack seal was done on CR H1 with assistance from the other Districts until the crack seal equipment began experiencing issues. The remainder of the month was spent hauling gravel to County Road 19Q for surface prep and drainage improvements.

#### Road and Bridge Fleet Mechanics:

During the month of March, fleet mechanics performed the following repairs.

Unit 216, 1972 Oshkosh Snowplow - Rebuild water pump

Unit 291, 1991 International Water Truck – Started repairs in prep for summer season

Unit 371, 2004 Mack Water Truck – Started repairs in prep for summer season

Unit 372, 2003 Freightliner Water Truck – Started repairs in prep for summer season

Unit 310, 1999 Ford F550 Service Truck – Install new strobe light and work lights, replace tires

Unit 247, 1999 John Deere 772CH Grader – Complaint of vehicle not starting (could not get the unit to duplicate problem), repair hydraulic leak

Unit 302, 2006 John Deere 772D Grader – Complaint of not starting (replace fuel filters)

Unit 328, 2011 Ford F550 Pickup - Repair strobe lights

Unit 354, 1996 International Snow Truck - Replace blown tire, remove damaged wing

Unit 373, 2015 John Deere 624K Loader - Repair hazard lights, install wiper blades

Unit 366, 2019 Ford F550 Pickup with Plow – Replace sander bearing and disc

Unit 300, 2003 Cimline Crack Sealing Machine – Replace hydraulic drive motor for material pump, diagnose oil leak from cooling tank

Unit 293, 2006 Trash Pump – Perform service

Unit 203, 1990 Broce Broom – Perform service

Unit 268, 2002 Hypac Compactor – Perform service

Evan Richardson assisted district crews with crack seal the first week of March

March was a busy month for Road and Bridge. Planning and preparation from the purchase of equipment and materials, accepting and signing bids for contracted work, to saying goodbye to a long time employee, continuing our search for new employees and working on other administrative matters within the Department.

Planning and communication on the glulam bridges for Tomboy Rd continued with the USFS. Discussion with Newmont and Idarado regarding cooperative use of a helicopter this summer for the transport and staging of the larger bridge components was included. Timing of both projects will be instrumental in utilizing the flight time for both the bridge project and the waterline project the mine is working on.

Crews from Road and Bridge attended Flagger recertification training in Nucla. This certification is a requirement for all personnel working and performing flagging operations on public roads in the State.

Road and Bridge sent one person from their administrative staff to Traffic Control Supervisor Training in Grand Junction. This training is required for the County to provide Traffic Control Inspection and Supervision on State and federally funded projects. This certification was part of the discussion regarding reducing costs associated with the Applebaugh Bridge Project. It should also help reduce costs on our CMAQ paving project later this year.

Bids received for gravel crushing this year were good news. Road and Bridge moved forward with proposal to the winning contractor to increase the amounts crushed. After working with the contractor and County staff, a contract was signed. Instead of crushing 30,000 yds this year and 15,000 yds next year, Road and Bridge was able to crush 60,000 yds this calendar year. This was made possible by working with the contractor on scheduling. The original schedule was intended to be for two years. At the request of the contractor crushing at all pits will be completed in one. We are excited to add the additional amount to our stockpiles.

This year, San Miguel County Road and Bridge worked with Larimer County Road and Bridge to present the New Commissioners Orientation for Colorado Counties Incorporated. This training is intended to give new county commissioners an idea of the roles and responsibilities of their road

and bridge departments. Typically, this training is performed in person, however with current health restrictions and safety protocols, it was performed via Zoom.

Dust control Bids were received. We will be working with Desert Mountain out of Durango, Colorado this season. Road and Bridge is moving toward applying dust control independently. This will be the first season, so our expectations are in learning the process and building this program. Storage tanks will be loaned to us this year and the contractor will assist with some of the longer roads while we learn our capabilities. Next month will be busy working out the finer details and getting ready for May applications.

With the purchase of the Wobbly rubber tire compactors, Road and Bridge has begun searching for tractors to pull them. We look forward to seeing these in action next month.

Finally, Road and Bridge said farewell to one of our long term employees this month. Tony Gallob submitted his retirement notice and will be spending the rest of his spring and summer months on time with his family. Tony completed many, many years of quality and dedicated service to this community and to this County. We will both miss him and wish him the best on his retirement and in his search for new adventures. Good luck and Godspeed Tony.



AGENDA ITEM - 5.d.

**TITLE:**

Acceptance of the April 2021 Road Report.

**Presented by:**

**Time needed:**

**PREPARED BY:**

Ryan Righetti, County Road and Bridge

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description

April 2021 Road Report

Upload Date

5/7/2021



## ROAD & BRIDGE DEPARTMENT

RYAN RIGHETTI, ROAD SUPERINTENDENT

### April 2021 Road Report

#### Deep Creek District 1:

April started a bit cold with a couple storms requiring snow to be removed from roads in the higher elevations. Crew worked clearing the remainder of the snow from County Road 58P opening the top of the mesa to traffic. Pothole repair was completed on roads T60, 63L, 60M, 57P, 56V and on several roads within the community of Placerville. Warmer weather at the end of the month allowed crews to begin grading roads. County Roads 57P, 60M, 63L, D65, 63A, M44, 58P and T60 were graded for the first time this year. Additional grading will be performed prior to dust control being applied along the roads scheduled to receive treatment. Material to be crushed this summer was pushed up at the Pathfinder Pit. Vehicle and equipment maintenance, repair and fabrication was performed in preparation for summer use. Our new compactor trailer and tractor was made ready for service. The Supervisor from the Deep Creek Shop assisted with interviews in the search for new employees. Hopes are that we can find quality applicants that can fill the needs of the department.

#### Norwood District 2:

Our Norwood crew was able to spend most of their time on road projects and gravel pit preparation. Crews were able to grade County Roads 44ZS, 31U, 45M and M44. Pothole patching was completed on Roads Y43 and 44ZS. Sign repair was done on County Roads L40 and 44ZS. The remainder of the time was spent moving topsoil from the material site in the Norwood Pit. Crews performed vehicle maintenance and repairs as needed. There was a change in the crushing schedule with the contractor completing work in Montrose County ahead of schedule. The original plan was to start in the Klondike on May 3<sup>rd</sup>, after the winter habitat restrictions were lifted in the area. In an effort to keep working and to be able to crush at all our sites, the crushing dates were swapped with the Norwood Pit. This will help ensure we are able to get everything completed this year.

Crew were able to finish hauling gravel on CR 19Q. After that, time was spent grading County Roads 19Q, 16R, P16, U29W, 31U and 25R. Crew from both Districts worked cleaning the shop and equipment and preparing for the quickly approaching spring and summer months. Vehicle and equipment maintenance and repairs were performed as needed. Basin will be the first to receive dust control from our new distributor truck.

### Road and Bridge Fleet Mechanics:

April was busy for our mechanics as they worked very diligently ensuring our vehicles and equipment are ready for the season. They were able to complete the following work throughout the County.

Unit 291, International Water Truck – Replace differential, repair back up lights, repair backup alarm, install spot mirrors, replace u-joints on short drive line, replace batteries, replace all 10 tires, remove front spray bar, replace front hub caps, repair power steering leak, repair inoperable marker lights, repair rotted out floor boards, install DOT tape, replace clutch brake and adjust clutch, perform engine service, replace wiper blades, install block heater, replace steer shocks, perform alignment, replace hood stop bushings, adjust fan belts, adjust brakes, install federal and county decals, perform DOT Annual inspection, replace u-joints in long drive line, service water pump, service differentials, service transmission

Unit 371, 2004 Mack Water Truck – Had Kenworth paint the cab, install federal and county decals, replace oil pressure switch, replace fuel tank isolator straps, perform engine service, install mud flap reflectors, install strobe light, replace vice clamp and seals on rear spray bar, refurbish headlight lenses, replace brake valve buttons, replace D/S windshield, replace wiper blades, repair dome light, repair broken welds on rear spray bar, replace work lights, replace P/S leaf spring pack, service both differentials, service transmission, replace steer axle wheel bearings and races, replace carrier bearing, replace differential output seal, replace all brake shoes and drums, adjust brakes, perform DOT Annual inspection, replace speed sensor

Unit 372, 2003 Freightliner Water Truck – Install spray bar and accessories for spray bar, performed pre-job inspection, replace strobe light, install DOT reflective tape, performed DOT Annual inspection, performed engine service, repair coolant leak, relocate washer reservoir and pump, replace 3 batteries, Replace steer axle hub caps

Unit 295, 2007 International Truck – Replace trailer cord connector and repair melted wiring, replace cooling system surge tank

Unit 265, 2002 Ford F150 – Replace transmission pan gasket and replace transmission filter

Unit 225, 1996 Cat D4H Dozer – Remove broken bolts from p/s track and reattach

Unit 336, 2012 Ford F150 – Replace radiator, replace spark plugs, repair speedometer

Unit 232, 1989 Freightliner Truck – Engine service, install county decals, and repair front turn signals

Unit 313, 2006 John Deere 544J Loader – Replace fuel primer pump and fuel line gaskets

Unit 284, 2005 Ford F150 – Replace spark plugs

Unit 346, 2008 Ford Van – Oil change, fuel and air filter changed

Unit 264, 1994 International Water Truck – Adjust clutch

April seemed to go by fast. Plans, permits, contracts and agreements seemed to take up most of the month.

Road and Bridge signed another contract with Eaton Services for the installation of the next Fuel Master system that is scheduled for the Basin Shop. Egnar will be the last facility and is expected to be completed next year. This system will give us the ability to accurately track the fuel at all of our sites.

Supervisors and lead personnel performed interviews in the search for new employees to fill several vacancies on each end of the County. We had numerous applicants who were all uniquely qualified. We are pleased to be welcoming three new employees who will be starting the beginning of May.

Road and Bridge worked with County staff, USFS and Black Hills Energy to complete the permit for the Telluride #2 BHE gas line relocation project. While we were processing the permit, BHE changed the scope of the proposed work and access to the area. This caused a delay on both the issuance of the permits and the start of the project.

Alpine Engineering completed the final revisions for the CMAQ K69 Paving Project. Designs were submitted to CDOT for final review and approval. Once we have the final approval, we will begin the process of advertising the project and inviting bids. Plans are on track to complete paving this fall.



AGENDA ITEM - 5.e.

**TITLE:**

Ratification of Commissioner's signature on a second request for an audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs.

**Presented by:**

**Time needed:**

**PREPARED BY:**

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

See attached.

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description  
Second Request DPT Audit

Upload Date  
5/7/2021





## BOARD OF COMMISSIONERS

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KRIS HOLSTROM HILARY COOPER LANCE WARING

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May 7, 2021

Senator Don Coram  
200 East Colfax  
Room 346  
Denver, CO 80203  
[don.coram.senate@state.co.us](mailto:don.coram.senate@state.co.us)

Senator Chris Hansen  
200 East Colfax  
Denver, CO 80203  
[chris.hansen.senate@state.co](mailto:chris.hansen.senate@state.co)

Representative Marc Catlin  
200 E Colfax  
RM 307  
Denver, CO 80203  
[marc.catlin.house@state.co.us](mailto:marc.catlin.house@state.co.us)

Representative Cathy Kipp  
200 East Colfax  
Room 307  
Denver, CO 80203  
[cathy.kipp.house@state.co.us](mailto:cathy.kipp.house@state.co.us)

Re: SECOND Request for Performance Audit of the Colorado Division of Property Taxation,  
a Division of the Colorado Department of Local Affairs

Dear Representative Catlin, Representative Kipp, Senator Coram, and Senator Hansen:

On February 22, 2021 we sent a letter requesting, pursuant to your authority under C.R.S. §2-3-108, that you ask the Legislative Audit Committee to call for a special audit to be conducted by the Office of the State Auditor ("OSA") on the Colorado Division of Property Taxation ("DPT"), a division of the Colorado Department of Local Affairs. Eagle and La Plata Counties submitted similar requests. These requests stemmed from a pattern of inappropriate communications between the DPT's then Deputy Director, Curt Settle, and the Managing Director of Duff and Phelps, Bruce Cartwright, discovered by our counties pursuant to various open records requests. We all provided documents to support our concerns that the leadership, performance, and operational protocols of the DPT lack transparency and have deviated from legislative intent.

Subsequent to that letter, we were invited to a meeting of the State Board of Equalization ("SBOE") on March 26 conducted by Rep. Kipp. Commissioner Holstrom participated on behalf of San Miguel County.

Commissioner Holstrom has expressed her frustration with the meeting. First we were not given much input on how or why the meeting was to be held - and how it specifically related to our request for an audit. Instead we were invited to attend the BOE meeting with the following agenda item noted.

Pursuant to the state board's authority in the Colorado Constitution, article X, section 15(2), the state board will discuss supervision of the Property Tax Administrator including consideration of

letters from the Eagle County Board of Commissioners, the San Miguel County Board of Commissioners, and the La Plata County Board of Commissioners regarding Request for Performance Audit of the Colorado Division of Property Taxation.

Our county attorney had received a voice mail from the SBOE's attorney general on March 24th that indicated they would allow public comment if we wanted to do so during their meeting on this topic. She said that they were not going to set a time limit for public comment in the event that we were planning on presenting them with information - all they were asking for was to be respectful of the board's time.

Commissioner Holstrom notes it seemed from the start that there was a foregone conclusion after the Board's Executive Session that started the meeting. She felt her particular input was discounted and that important questions from the other counties on the call were completely ignored or made light of. As it was a public meeting of the BOE, participants included the employee and the individual with whom the employee met on these issues. It was a strange, awkward and unproductive meeting - and not an audit nor a real response to our request.

Needless to say, the Commissioners were incredibly disappointed with the way in which that meeting was handled and the lack of responsiveness to our concerns. It was clear during the meeting that the SBOE was not interested in conducting an independent investigation related to the issues identified by Eagle, La Plata and San Miguel.

Approximately a week ago, we were forwarded documents obtained by Eagle County pursuant to their records request for communications related to the multiple audit requests and communication between Joanna Groff, SBOE Chairwoman Hullinghorst, and all of you prior to the March 26 meeting. Those documents are attached. Based on these communications, it seems clear to us that there was never an intent to address our concerns in an independent and transparent manner:

- 1) shortly after Eagle County Board of Commissioners made a request for audit, which was months after they sent JoAnn Groff a letter of concern without a response, one of the representatives called for a meeting with Ms. Groff and all of the representatives addressed in Eagle County's letter (Exhibits 1 & 2: February 10 and 11 emails);
- 2) shortly after the San Miguel County Commissioners made its request for audit, you received an email from Representative Kipp stating that our concerns had been handled to her satisfaction, and to talk to her before taking any action on San Miguel Commissioners' request (Exhibits 3 & 4: February 24 emails). Ms. Groff emailed all of you the letter she sent to Eagle County (Exhibit 5: February 25 email); and
- 3) at the very least Ms. Groff, Chairwoman Hullinghorst, Rep. Kipp and Sen. Hansen appear to be involved in communication to formulate a "plan" in advance of the March 26 SBOE meeting (Exhibit 6: March 2 text).

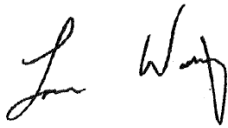
The General Assembly created statutory processes that subject state agencies to independent oversight and audits so that the citizens of Colorado can be assured that their elected officials and public servants are conducting themselves with the utmost integrity. The DPT, as a state agency,

is intended to be a valuable resource for elected county assessors throughout the state and the public alike – but this only works if the DPT and its staff operate within appropriate legal and ethical jurisdictional boundaries and comply with their statutory mandate.

We respectfully submit this second request for you to request the Legislative Audit Committee to recommend the OSA conduct a review of the DPT's jurisdictional and operational parameters to preclude these types of abuses from happening again at further taxpayer expense.

Sincerely,

SAN MIGUEL COUNTY, COLORADO  
Board of County Commissioners



Lance Waring, Chair



Kris Holstrom, Vice Chair



Hilary Cooper, Commissioner

Att: Exhibits 1-6

cc: JoAnn Groff, Property Tax Administrator [JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us)  
Representative Dylan Roberts [dylan.roberts.house@state.co.us](mailto:dylan.roberts.house@state.co.us)  
Peggy Kanter, San Miguel County Assessor [peggyK@sanmiguelcountyco.gov](mailto:peggyK@sanmiguelcountyco.gov)  
Matt Scherr, Eagle County Commissioner, [matt.scherr@eaglecounty.us](mailto:matt.scherr@eaglecounty.us)  
Kathy Chandler-Henry, Eagle County Commissioner, [Kathy.chandlerhenry@eaglecounty.us](mailto:Kathy.chandlerhenry@eaglecounty.us)  
Jeanne McQueeney, Eagle County Commissioner, [Jeanne.mcqueeney@eaglecounty.us](mailto:Jeanne.mcqueeney@eaglecounty.us)  
Bryan Treu, Eagle County Attorney, [Bryan.Treu@eaglecounty.us](mailto:Bryan.Treu@eaglecounty.us)  
Marsha Porter-Norton, La Plata County Commissioner, [Marsha.Porter-Norton@co.laplata.co.us](mailto:Marsha.Porter-Norton@co.laplata.co.us)  
Matt Salka, La Plata County Commissioner, [Matt.Salka@co.laplata.co.us](mailto:Matt.Salka@co.laplata.co.us)  
Clyde Church, La Plata County Commissioner, [Clyde.Church@co.laplata.co.us](mailto:Clyde.Church@co.laplata.co.us)  
Sheryl Rodgers, La Plata County Attorney, [rogers@lpcattorney.org](mailto:rogers@lpcattorney.org)

EXHIBIT 1

**From:** [Groff - DOLA, JoAnn](#)  
**To:** [Cathy Kipp](#)  
**Cc:** [Sen. Hansen - GA; Rep. Roberts - GA](#)  
**Subject:** Re: Eagle County Board of Commissioners Request for Audit  
**Date:** Wednesday, February 10, 2021 11:33:09 AM

---

Representative Kipp: Friday afternoon at 3 would work for me, Monday is also available. May I actually have a copy of the letter? I think I know what this is about but am not sure. AND, would you like to invite Chairwoman Hulinghorst? Thanks. JoAnn

**JoAnn Groff**  
Property Tax Administrator



P 303-864-7776 | F 303-864-7799  
1313 Sherman St., Suite 419, Denver, CO 80203  
[JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us) | [www.colorado.gov/dola/dpt](http://www.colorado.gov/dola/dpt)

*Under the Colorado Open Records Act (CORA), all messages sent by or to me on this state-owned e-mail account may be subject to public disclosure.*

On Wed, Feb 10, 2021 at 10:49 AM Cathy Kipp <[cathykipp52@gmail.com](mailto:cathykipp52@gmail.com)> wrote:  
Hi JoAnn,

Senator Hansen, Representative Roberts, and I would like to discuss the email below with you before taking further action. Would you have time at 3pm this Friday (12/12) or most anytime this coming Monday (2/15) to discuss?

I am happy to send a Zoom link.

Thanks so much!

Best,  
Cathy

---

Representative Cathy Kipp  
She/Her/Hers  
Colorado House of Representatives for House District 52  
Cell: 970-219-5267 Legislative office: 303-866-4569  
200 East Colfax, Room 635, Denver, CO 80203

On Wed, Feb 3, 2021 at 8:01 AM Rhea Silverkom <[rhea.silverkom@eaglecounty.us](mailto:rhea.silverkom@eaglecounty.us)> wrote:

Good morning Representative Roberts, Representative Kipp and Senator Hansen,

Please see the attached letter from the Eagle County Board of Commissioners regarding a request for performance audit of the Colorado Division of Property Taxation.

EXHIBIT 2

**From:** [JoAnn Groff - DOLA](#)  
**To:** [Dickey Lee Hullinghorst](#)  
**Subject:** Fwd: Eagle County Board of Commissioners Request for Audit  
**Date:** Thursday, February 11, 2021 8:22:23 AM  
**Attachments:** [Eagle County Commissioners Request for Audit.pdf](#)

---

Dickey Lee: there is a zoom call scheduled for 3 tomorrow on this topic. You might remember I discussed this with you, having received the complaint right before Christmas. I have not yet responded to them. I am hoping you will be available for the call. JoAnn

Sent from my iPhone

Begin forwarded message:

**From:** Cathy Kipp <cathykipp52@gmail.com>  
**Date:** February 10, 2021 at 7:27:38 PM MST  
**To:** "Groff - DOLA, JoAnn" <joann.groff@state.co.us>  
**Cc:** "Sen. Hansen - GA" <chris.hansen.senate@state.co.us>, Dylan Roberts <repdylanroberts@gmail.com>  
**Subject:** Fwd: Eagle County Board of Commissioners Request for Audit

Hi JoAnn,

Sorry, thought I'd forwarded this in my original email. Please feel free to invite Chairwoman Hullinghorst. Or I can if you'd send me her email address.

I'll follow up with a Zoom link for Friday at 3pm.

Thanks so much!

Cathy

----- Forwarded message -----

**From:** Rhea Silverkorn <[rhea.silverkorn@eaglecounty.us](mailto:rhea.silverkorn@eaglecounty.us)>  
**Date:** Wed, Feb 3, 2021, 8:01 AM  
**Subject:** Eagle County Board of Commissioners Request for Audit  
**To:** <[chris.hansen.senate@state.co.us](mailto:chris.hansen.senate@state.co.us)>, <[cathy.kipp.house@state.co.us](mailto:cathy.kipp.house@state.co.us)>, <[dylan.roberts.house@state.co.us](mailto:dylan.roberts.house@state.co.us)>  
**Cc:** Bryan Treu <[bryan.treu@eaglecounty.us](mailto:bryan.treu@eaglecounty.us)>

Good morning Representative Roberts, Representative Kipp and Senator Hansen,

Please see the attached letter from the Eagle County Board of Commissioners regarding a request for performance audit of the Colorado Division of Property Taxation.

EXHIBIT 3

**From:** [Groff - DOLA, JoAnn](#)  
**To:** [Dickey Lee Hullinghorst](#)  
**Subject:** Fwd: Request for Performance Audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs  
**Date:** Wednesday, February 24, 2021 12:54:29 PM  
**Attachments:** [Letter of Request CDPT.pdf](#)

---

Dickey Lee: I think it is time to discuss this you and me, although today is shot. Do you have time tomorrow afternoon? Thanks. JoAnn

**JoAnn Groff**

Property Tax Administrator



P 303-864-7776 | F 303-864-7799  
1313 Sherman St., Suite 419, Denver, CO 80203  
[JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us) | [www.colorado.gov/dola/dpt](http://www.colorado.gov/dola/dpt)

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----- Forwarded message -----

**From:** Carmen Warfield <[carmenw@sanmiguelcountyco.gov](mailto:carmenw@sanmiguelcountyco.gov)>  
**Date:** Wed, Feb 24, 2021 at 12:44 PM  
**Subject:** Request for Performance Audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs  
**To:** <[don.coram.senate@state.co.us](mailto:don.coram.senate@state.co.us)>, Congressman Marc Caitlin <[marc.caitlin.house@state.co.us](mailto:marc.caitlin.house@state.co.us)>, <[chris.hansen.house@state.co.us](mailto:chris.hansen.house@state.co.us)>, <[cathy.kipp.house@state.co.us](mailto:cathy.kipp.house@state.co.us)>  
**Cc:** <[JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us)>, <[dylan.roberts.house@state.co.us](mailto:dylan.roberts.house@state.co.us)>, Peggy Kanter <[peggyk@sanmiguelcountyco.gov](mailto:peggyk@sanmiguelcountyco.gov)>, <[matt.scherr@eaglecounty.us](mailto:matt.scherr@eaglecounty.us)>, <[Kathy.chandlerhenry@eaglecounty.us](mailto:Kathy.chandlerhenry@eaglecounty.us)>, <[Jeanne.mcqueeney@eaglecounty.us](mailto:Jeanne.mcqueeney@eaglecounty.us)>, <[Bryan.Trev@eaglecounty.us](mailto:Bryan.Trev@eaglecounty.us)>, Mike Bordogna <[mikeb@sanmiguelcountyco.gov](mailto:mikeb@sanmiguelcountyco.gov)>, Amy Markwell <[amym@sanmiguelcountyco.gov](mailto:amym@sanmiguelcountyco.gov)>, Nancy Hrupcin <[nancyh@sanmiguelcountyco.gov](mailto:nancyh@sanmiguelcountyco.gov)>

Please see the San Miguel County Board of Commissioners' attached request to conduct a Performance Audit of the Division of Property Taxation.



Carmen L. Warfield

Chief Deputy Clerk - BOCC

San Miguel County

333 W. Colorado Ave, 3rd Floor

PO Box 1170

Telluride, CO 81435

EXHIBIT 4

**From:** [Cathy Kipp](#)  
**To:** [don.coram.senate@state.co.us](mailto:don.coram.senate@state.co.us); [Congressman Marc Catlin](#)  
**Cc:** [chris.hansen.house@state.co.us](mailto:chris.hansen.house@state.co.us); [Groff - DOLA, JoAnn](#); [dylan.roberts.house@state.co.us](mailto:dylan.roberts.house@state.co.us)  
**Subject:** Re: Request for Performance Audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs  
**Date:** Wednesday, February 24, 2021 3:17:45 PM

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Senator Coram and Representative Catlin,

Senator Hansen and I, as the legislative members of the State Board of Equalization, along with Representative Roberts from Eagle have met with our Property Tax Administrator Joann Groff regarding this issue when Eagle County brought it to our attention earlier this month. Ms. Groff has investigated this issue and responded to us and copied us on her response to Eagle County to our satisfaction. I would encourage you to read her response to Eagle County and then, if you have additional questions, to talk with us and/or meet with her if you have any additional questions prior to agreeing to the request from your county commissioners.

Regards,  
Cathy

---

Representative Cathy Kipp  
She/Her/Hers  
Colorado House of Representatives for House District 52  
Cell: 970-219-5267 Legislative office: 303-866-4569  
200 East Colfax, Room 635, Denver, CO 80203

On Wed, Feb 24, 2021 at 12:44 PM Carmen Warfield <[carmenw@sanmiguelcountyco.gov](mailto:carmenw@sanmiguelcountyco.gov)> wrote:

Please see the San Miguel County Board of Commissioners' attached request to conduct a Performance Audit of the Division of Property Taxation.



Carmen L. Warfield

Chief Deputy Clerk - BOCC

San Miguel County

333 W. Colorado Ave, 3rd Floor

PO Box 1170

Telluride, CO 81435

970-369-5429

970-708-8399 cell

E:[carmenw@sanmiguelcomtyco.gov](mailto:carmenw@sanmiguelcomtyco.gov)



EXHIBIT 5

**From:** [Groff - DOLA, JoAnn](#)  
**To:** [Rick Garcia - DOLA; Dickey Lee Hullinghorst; Sen. Hansen - GA](#)  
**Subject:** Fwd: Request for Performance Audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs  
**Date:** Thursday, February 25, 2021 4:06:00 PM  
**Attachments:** [20201217EagleCountyResponse.pdf](#)

---

Rick and Dickey Lee: Wanting to keep you in the loop.  
Senator Hansen: Not sure you saw the original email from Representative Kipp and this response, I had replied all but yours came back because it was using your house email rather than senate email. Sorry! I should have looked more closely.  
All the best! JoAnn

**JoAnn Groff**  
Property Tax Administrator



P 303-864-7776 | F 303-864-7799  
1313 Sherman St., Suite 419, Denver, CO 80203  
[JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us) | [www.colorado.gov/dola/dpt](http://www.colorado.gov/dola/dpt)

*Under the Colorado Open Records Act (CORA), all messages sent by or to me on this state-owned e-mail account may be subject to public disclosure.*

----- Forwarded message -----

**From:** Groff - DOLA, JoAnn <[joann.groff@state.co.us](mailto:joann.groff@state.co.us)>  
**Date:** Wed, Feb 24, 2021 at 4:17 PM  
**Subject:** Re: Request for Performance Audit of the Colorado Division of Property Taxation, a Division of the Colorado Department of Local Affairs  
**To:** Cathy Kipp <[cathykipp52@gmail.com](mailto:cathykipp52@gmail.com)>  
**Cc:** Sen. Coram - GA <[don.coram.senate@state.co.us](mailto:don.coram.senate@state.co.us)>, Congressman Marc Catlin <[marc.catlin.house@state.co.us](mailto:marc.catlin.house@state.co.us)>, Rep. Hansen - GA <[chris.hansen.house@state.co.us](mailto:chris.hansen.house@state.co.us)>, Rep. Roberts - GA <[dylan.roberts.house@state.co.us](mailto:dylan.roberts.house@state.co.us)>

Dear Senator Coram and Representative Catlin: I did not see my letter attached to Representative Kipp's message to you so I have attached it here. If you have any questions of me please know I am happy to answer if I can. JoAnn

**JoAnn Groff**  
Property Tax Administrator



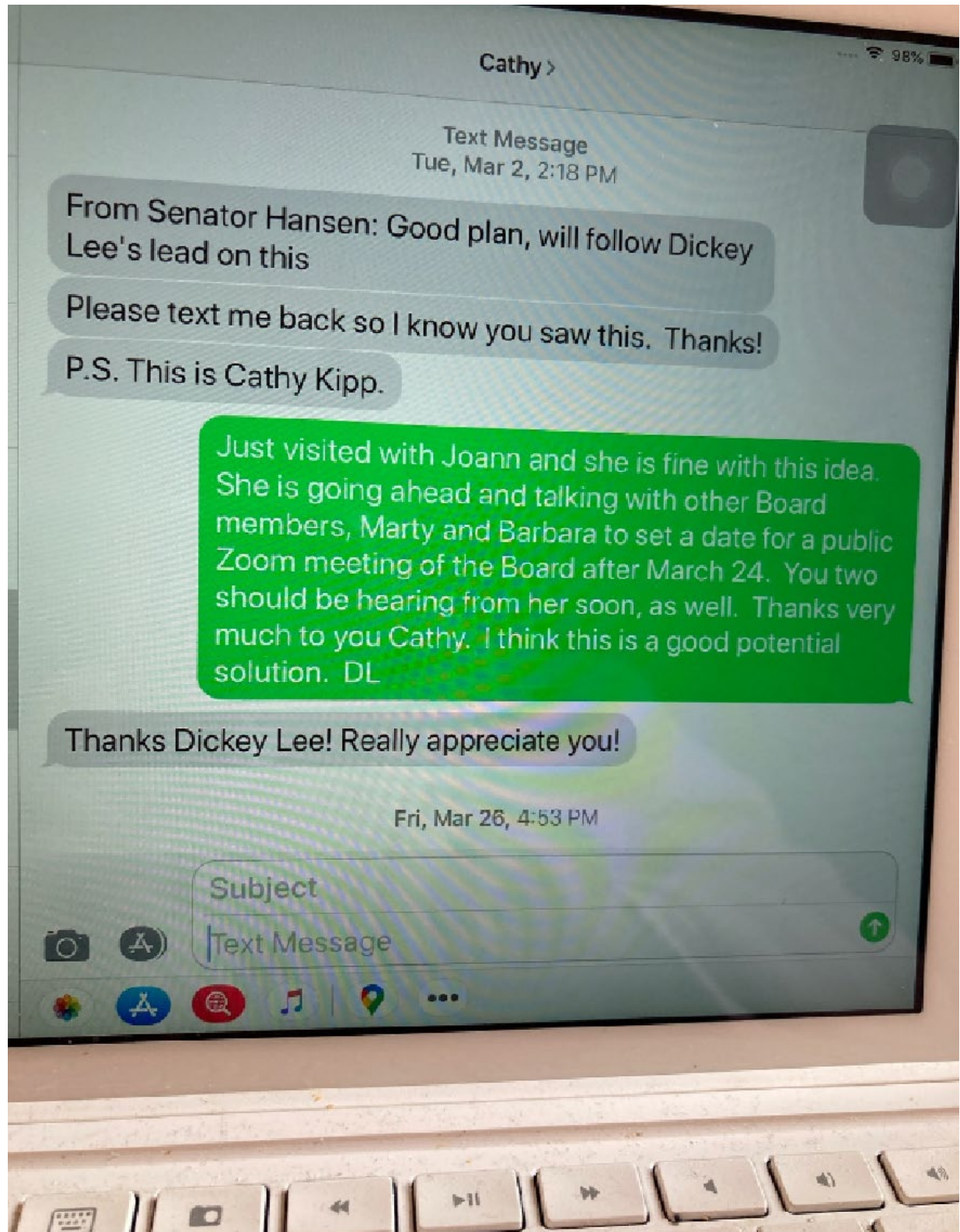
P 303-864-7776 | F 303-864-7799  
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[JoAnn.Groff@state.co.us](mailto:JoAnn.Groff@state.co.us) | [www.colorado.gov/dola/dpt](http://www.colorado.gov/dola/dpt)

*Under the Colorado Open Records Act (CORA), all messages sent by or to me on this state-owned e-mail account may be subject to public disclosure.*

On Wed, Feb 24, 2021 at 3:17 PM Cathy Kipp <[cathykipp52@gmail.com](mailto:cathykipp52@gmail.com)> wrote:  
| Senator Coram and Representative Catlin,



EXHIBIT 6





AGENDA ITEM - 6.a.

**TITLE:**

9:35 am Public Hearing: Consideration of Chair's signature on Hotel and Restaurant License for Thyme in Telluride LLC, DBA San Juan Club - H and R, 1500 Last Dollar Road (Telluride Regional Airport), Telluride, CO based on the County Clerk's Written Findings./MOTION

**Presented by:**

**Time needed:** 5 mins

**PREPARED BY:**

Becky Goldsworthy, Deputy Clerk

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description

Written Findings of Application

License Request

Upload Date

5/5/2021

5/12/2021

## **WRITTEN FINDINGS**

Date: April 9, 2021

To: San Miguel County Board of Commissioners

Re: Hotel & Restaurant License for

Thyme in Telluride LLC  
D/b/a San Juan Club – H & R  
1500 Last Dollar Road  
Telluride, Co 81435

### APPLICATION:

#### APPLICATION:

- a. Complete in all appropriate sections.
- b. Fees paid April 9, 2021 - \$2,050.00 Dept. of Revenue  
\$700.00 San Miguel County

### PROOF OF PROPERTY POSSESSION:

- a. Lease to Thyme in Telluride LLC d/b/a San Juan Club.

### CORPORATE DOCUMENTS:

- a. Articles of Organization.
- b. Certificate of Good Standing.

### BACKGROUND INFORMATION:

- a. Drawing of the premises to be licensed
- b. See page 2 for Background Information, etc. From William Masters, Sheriff

Notice for posting on the proposed site was given to applicant April 29, 2021.

Notice requirements will be published in the Norwood Post.

According to Matt Gonzales, Building Official, this establishment is in compliance with the San Miguel County Zoning Regulations.

There is no school within 500 feet of the proposed site.

There has been no preceding denial of a Liquor License for these premises.

Insurance attached.



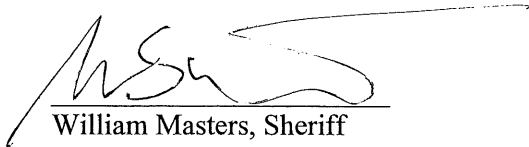
Stephannie Van Damme, County Clerk

BACKGROUND INFORMATION:

- a. Individual history records for : Cathy Schwindt
- b. Fingerprints of the above named have been submitted to William Masters, Sheriff, and background checks thereby initiated.

The Sheriff's office will be notified of an opportunity to comment on any possible perceived law enforcement at the hearing May12, 2021 at 9:35 A.M.

William Masters, Sheriff, gives his approval on this application.



William Masters, Sheriff

## **WRITTEN FINDINGS**

Date: April 9, 2021

To: San Miguel County Board of Commissioners

Re: Hotel & Restaurant License for

Thyme in Telluride LLC  
D/b/a San Juan Club – H & R  
1500 Last Dollar Road  
Telluride, Co 81435

### APPLICATION:

#### APPLICATION:

- a. Complete in all appropriate sections.
- b. Fees paid April 9, 2021 - \$2,050.00 Dept. of Revenue  
\$700.00 San Miguel County

### PROOF OF PROPERTY POSSESSION:

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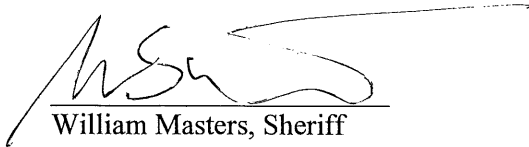
Stephannie Van Damme, County Clerk

BACKGROUND INFORMATION:

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The Sheriff's office will be notified of an opportunity to comment on any possible perceived law enforcement at the hearing May12, 2021 at 9:35 A.M.

William Masters, Sheriff, gives his approval on this application.



William Masters, Sheriff

1

## Application Documents Checklist and Worksheet


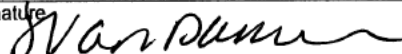
**Instructions:** This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit:** [www.colorado.gov/enforcement/liquor](http://www.colorado.gov/enforcement/liquor) for more information

Items submitted, please check all appropriate boxes completed or documents submitted	
<b>I. Applicant information</b>	<input type="checkbox"/> A. Applicant/Licensee identified <input type="checkbox"/> B. State sales tax license number listed or applied for at time of application <input type="checkbox"/> C. License type or other transaction identified <input type="checkbox"/> D. Return originals to local authority (additional items may be required by the local licensing authority) <input type="checkbox"/> E. All sections of the application need to be completed <input type="checkbox"/> F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application
<b>II. Diagram of the premises</b>	<input checked="" type="checkbox"/> A. No larger than 8 1/2" X 11" <input type="checkbox"/> B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) <input type="checkbox"/> C. Separate diagram for each floor (if multiple levels) <input type="checkbox"/> D. Kitchen - identified if Hotel and Restaurant <input type="checkbox"/> E. Bold/Outlined Licensed Premises
<b>III. Proof of property possession (One Year Needed)</b>	<input type="checkbox"/> A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk <input checked="" type="checkbox"/> B. Lease in the name of the applicant (or) (matching question #2) <input type="checkbox"/> C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant <input type="checkbox"/> D. Other agreement if not deed or lease. (matching question #2)
<b>IV. Background information (DR 8404-I) and financial documents</b>	<input checked="" type="checkbox"/> A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members) <input checked="" type="checkbox"/> B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state vendor. <b>Do not complete fingerprint cards prior to submitting your application.</b> The Vendors are as follows: <b>IdentoGO</b> – <a href="https://uenroll.identogo.com/">https://uenroll.identogo.com/</a> Phone: 844-539-5539 (toll-free) <b>IdentoGO FAQs:</b> <a href="https://www.colorado.gov/pacific/cbi/identification-faqs">https://www.colorado.gov/pacific/cbi/identification-faqs</a> <b>Colorado Fingerprinting</b> – <a href="http://www.coloradofingerprinting.com">http://www.coloradofingerprinting.com</a> Appointment Scheduling Website: <a href="http://www.coloradofingerprinting.com/cabs/">http://www.coloradofingerprinting.com/cabs/</a> Phone: 720-292-2722 Toll Free: 833-224-2227 <input type="checkbox"/> C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license <input type="checkbox"/> D. List of all notes and loans (Copies to also be attached)
<b>V. Sole proprietor/husband and wife partnership (if applicable)</b>	<input type="checkbox"/> A. Form DR 4679 <input type="checkbox"/> B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
<b>VI. Corporate applicant information (if applicable)</b>	<input type="checkbox"/> A. Certificate of Incorporation <input type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Certificate of Authorization if foreign corporation (out of state applicants only)
<b>VII. Partnership applicant information (if applicable)</b>	<input type="checkbox"/> A. Partnership Agreement (general or limited). <input type="checkbox"/> B. Certificate of Good Standing
<b>VIII. Limited Liability Company applicant information (if applicable)</b>	<input checked="" type="checkbox"/> A. Copy of articles of organization <input checked="" type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Copy of Operating Agreement (if applicable) <input type="checkbox"/> D. Certificate of Authority if foreign LLC (out of state applicants only)
<b>IX. Manager registration for Hotel and Restaurant, Tavern, Lodging &amp; Entertainment, and Campus Liquor Complex licenses when included with this application</b>	<input type="checkbox"/> A. \$75.00 fee <input type="checkbox"/> B. Individual History Record (DR 8404-I) <input type="checkbox"/> C. If owner is managing, no fee required



Name <b>Cathy Schwindt / Thyme In Telluride</b>		Type of License <b>Retail License</b>		Account Number	
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?					Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):					
a. Been denied an alcohol beverage license?					<input type="checkbox"/> <input checked="" type="checkbox"/>
b. Had an alcohol beverage license suspended or revoked?					<input type="checkbox"/> <input checked="" type="checkbox"/>
c. Had interest in another entity that had an alcohol beverage license suspended or revoked?					<input type="checkbox"/> <input checked="" type="checkbox"/>
If you answered yes to 8a, b or c, explain in detail on a separate sheet.					
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.					<input type="checkbox"/> <input checked="" type="checkbox"/>
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?					<input type="checkbox"/> <input checked="" type="checkbox"/>
Waiver by local ordinance? <input type="checkbox"/> <input checked="" type="checkbox"/>					
Other: _____					
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.					<input type="checkbox"/> <input checked="" type="checkbox"/>
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.					<input type="checkbox"/> <input checked="" type="checkbox"/>
13 a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016?					<input type="checkbox"/> <input checked="" type="checkbox"/>
13 b. Are you a Colorado resident?					<input checked="" type="checkbox"/> <input type="checkbox"/>
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee.					<input type="checkbox"/> <input checked="" type="checkbox"/>
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement?					<input type="checkbox"/> <input checked="" type="checkbox"/>
<input type="checkbox"/> Ownership <input checked="" type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) _____					
a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:					
Landlord <b>Telluride Regional Airport</b>		Tenant <b>Thyme In Telluride</b>		Expires <b>11-30-2022</b>	
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16.					<input checked="" type="checkbox"/> <input type="checkbox"/>
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".					
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.					
Last Name <b>Telluride Regional Airport</b>		First Name <b>See Lease</b>		Date of Birth	FEIN or SSN
Last Name		First Name		Date of Birth	FEIN or SSN
				Date of Birth	FEIN or SSN
Interest/Percentage					
Interest/Percentage					
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.					
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted?					<input type="checkbox"/> <input checked="" type="checkbox"/>
Number of additional Optional Premise areas requested. (See license fee chart)					
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.					
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following:					
a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise?					<input type="checkbox"/> <input checked="" type="checkbox"/>
If "yes" a copy of license must be attached.					

Name <b>Cathy Schwindt/ Thyme In Telluride</b>	Type of License <b>Retail License</b>	Account Number		
<b>20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation</b>				
a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?		Yes No <input type="checkbox"/> <input type="checkbox"/>		
b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?		<input type="checkbox"/> <input type="checkbox"/>		
c. How long has the club been incorporated?		<input type="checkbox"/> <input type="checkbox"/>		
d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?		<input type="checkbox"/> <input type="checkbox"/>		
<b>21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:</b>				
a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)		<input type="checkbox"/> <input type="checkbox"/>		
<b>22. Campus Liquor Complex applicants answer the following:</b>				
a. Is the applicant an institution of higher education?		<input type="checkbox"/> <input type="checkbox"/>		
b. Is the applicant a person who contracts with the institution of higher education to provide food services? If "yes" please provide a copy of the contract with the institution of higher education to provide food services.		<input type="checkbox"/> <input type="checkbox"/>		
<b>23. For all on-premises applicants.</b>				
a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record - DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.				
b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager <b>Schwindt</b>		First Name of Manager <b>Cathy</b>		
<b>24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.</b>		Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>		
<b>25. Related Facility - Campus Liquor Complex applicants answer the following:</b>		<input type="checkbox"/> <input type="checkbox"/>		
a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.		<input type="checkbox"/> <input type="checkbox"/>		
b. Designated Manager for Related Facility- Campus Liquor Complex		<input type="checkbox"/> <input type="checkbox"/>		
Last Name of Manager		First Name of Manager		
<b>26. Tax Information.</b>				
a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?		Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>		
b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?		<input type="checkbox"/> <input checked="" type="checkbox"/>		
<b>27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.</b>				
Name <b>Cathy Schwindt</b>	Home Address, City & State	DOB	Position <b>Owner</b>	%Owned <b>100%</b>
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
<b>** If applicant is owned 100% by a parent company, please list the designated principal officer on above.</b> <b>** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)</b> <b>** If total ownership percentage disclosed here does not total 100%, applicant must check this box:</b> <input type="checkbox"/> Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.				

Name <b>Cathy Schwindt /Thyme In telluride</b>		Type of License <b>Retail License</b>	Account Number	
<b>Oath Of Applicant</b>				
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.				
Author 		Printed Name and Title <b>Cathy Schwindt Owner</b>		Date <b>4/11/21</b>
<b>Report and Approval of Local Licensing Authority (City/County)</b>				
Date application filed with local authority <b>4-9-2021</b>		Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)		
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:				
<input checked="" type="checkbox"/> Fingerprinted <input checked="" type="checkbox"/> Subject to background investigation, including NCIC/CCIC check for outstanding warrants				
That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license				
(Check One)				
<input type="checkbox"/> Date of inspection or anticipated date _____ <input type="checkbox"/> Will conduct inspection upon approval of state licensing authority				
<input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?				Yes No <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?				Yes No <input type="checkbox"/> <input type="checkbox"/>
<b>NOTE:</b> The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.				
<input type="checkbox"/> Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?				Yes No <input type="checkbox"/> <input type="checkbox"/>
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. <b>Therefore, this application is approved.</b>				
Local Licensing Authority for <b>San Miguel County</b>		Telephone Number <b>970-728-3954</b>		<input type="checkbox"/> Town, City <input checked="" type="checkbox"/> County
Signature 	Print <b>Stephanie Van Damme</b>		Title <b>County Clerk</b>	Date <b>5-12-21</b>

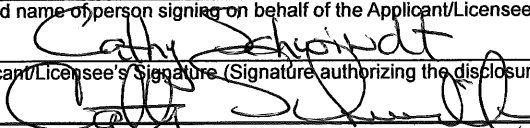
## Tax Check Authorization, Waiver, and Request to Release Information

I, Cathy Schwindt am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Thyme In Telluride/ Cathy Schwindt (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <b>Thyme In Telluride</b>		Social Security Number/Tax Identification Number <b>81-0829692</b>	
Address <b>1500 Last dollar Road</b>			
City <b>Telluride</b>		State <b>Co</b>	Zip <b>81435</b>
Home Phone Number <b>970-728-2939</b>		Business/Work Phone Number <b>208-315-0014</b>	
Printed name of person signing on behalf of the Applicant/Licensee <b>Cathy Schwindt</b>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <b>08/19/2021</b>

### Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/12/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> CoWest of Telluride P.O. Box 2099  Telluride CO 81435		<b>CONTACT NAME:</b> CoWest Telluride <b>PHONE (A/C, No, Ext):</b> (970) 728-9618 <b>E-MAIL ADDRESS:</b> <b>FAX (A/C, No):</b> (970) 728-5954	
<b>INSURED</b>  Thyme In Telluride LLC PO Box 858  Ophir CO 81426		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Ohio Security <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 24082	

**COVERAGES****CERTIFICATE NUMBER:** CL2141238341**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: LIQUOR LIABILITY			BLS60644856	12/04/2020	12/04/2021	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 15,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						GENERAL AGGREGATE \$ 2,000,000
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER OCCURRENCE \$ 1,000,000
							COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
							PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

LIQUOR LIABILITY LIMITS \$1,000,000 PER OCCURRENCE/\$1,000,000 AGGREGATE

**CERTIFICATE HOLDER****CANCELLATION**

San Miguel County Colorado

Telluride

CO 81435

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



AGENDA ITEM - 6.b.

**TITLE:**

9:40 am Consideration of joining as a County in standing against the proposed initiative #16 through a county resolution./MOTION

**Presented by:** Kris Holstrom, Commissioner

**Time needed:** 10 mins

**PREPARED BY:**

**RECOMMENDED ACTION/MOTION:**

For - To sign on as a county voting against this initiative.

**INTRODUCTION/BACKGROUND:**

See attached background.

Backup resolution to follow.

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description	Upload Date
Proposed Draft Resolution	5/10/2021
Backup	4/29/2021
Examples of Resolutions from Other Counties	5/7/2021

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
SAN MIGUEL COUNTY, COLORADO,  
IN URGING ALL CITIZENS TO DECLINE TO SIGN ANY PETITION THAT  
SUPPORTS PLACING INITIATIVE 16 (PAUSE) ON THE NOVEMBER 22, 2022 OR  
ANY FUTURE BALLOT**

**RESOLUTION #2021 - \_\_\_\_\_**

**WHEREAS**, on March 17, 2021, a citizens' initiative entitled "Protect Animals from Unnecessary Suffering and Exploitation: (PAUSE) was approved by the Title Board of the Colorado Secretary of State for petition to the November 2022 General Election as Initiative 16; and

**WHEREAS**, the initiative will broadly redefine animal sexual abuse in a manner that will criminalize many common and necessary veterinary and animal husbandry practices; and

**WHEREAS**, the initiative will additionally require tremendous delays, sometimes years, prior to the humane harvesting of livestock; and

**WHEREAS**, these delays (of up to one-quarter of an animal's statutorily defined natural lifespan) will greatly increase the costs to livestock producers by forcing the continuation of feeding this livestock past their prime harvest as well as causing meat of lower quality to be sold to the consumer at higher purchase prices; and

**WHEREAS**, the means to humanely put livestock down is the same whether the livestock has lived one-quarter of their natural lifespan or any fraction thereof, thus the age at which this occurs should not be subject to criminal offense; and

**WHEREAS**, these increases in livestock production costs will put Colorado producers at an unfair disadvantage to surrounding states and countries that compete with for the same markets causing potential Colorado business harm and/or closures; and

**WHEREAS**, the governor's spokeswoman Shelby Wieman said Governor Polis "agrees with farmers and ranchers that the PAUSE ballot initiative would hurt Colorado and destroy jobs, and he opposes it": and

**WHEREAS**, the San Miguel County Board of Commissioners never supports the infliction of needless suffering of animals and recognizes that our cattle and livestock producers take great effort to treat their animals humanely.

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

1. the Board opposes this Initiative 16 and urges the Governor of Colorado and Commissioner of the Colorado Department of Agriculture to do the same;
2. the Board urges all citizens of San Miguel County to decline to sign any petition that supports placing Initiative 16 (PAUSE) on the November 22, 2022 or any future ballot; and

3. The Board urges that all people that care about agriculture, 4-H programs, and the well-being of animals – be they livestock, pets, service animals or other – take action to defeat this measure if it makes it to any ballot.

**DONE AND APPROVED** by the Board of Commissioners of San Miguel County, Colorado, at a duly noticed public meeting held in Telluride, Colorado, on May 12, 2021.

BOARD OF COUNTY COMMISSIONERS  
SAN MIGUEL COUNTY, COLORADO

---

Lance Waring, Chair

ATTEST:

---

Carmen L. Warfield, Chief Deputy Clerk to the Board

VOTE:

Hilary Cooper	Aye	Nay	Abstain	Absent
Kris Holstrom	Aye	Nay	Abstain	Absent
Lance Waring	Aye	Nay	Abstain	Absent





EDUCATE. CULTIVATE. ADVOCATE.

What is CO Ballot Initiative #16 and why should I care?

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## CAUSE ANIMAL SUFFERING

The authors of Initiative #16 propose to **remove all authority of veterinary medicine and animal care as it relates to certain health and animal welfare**

**procedures**, replacing the entire scientific discipline of animal husbandry and veterinary medicine with the follow words:

"Nothing in this subsection (5) shall be construed to prohibit ANY PERSON  
DISPENSING CARE TO AN ANIMAL IN THE INTEREST OF IMPROVING THAT ANIMAL'S



## HEALTH."

*"But wait! They say right there that we can still do things to improve an animal's health!"*

Unfortunately, without any further definition as to what is meant to "improve" or what aspect of "health" is covered, **individuals caring for animals have no scientific and medical protocol to support their decisions** - leaving them wide open for criminal prosecution based on someone's subjective interpretation of what that language might mean.



## INCREASE FOOD INSECURITY...

...for ALL Coloradans, but especially for children in single-parent homes and the elderly due to the rise in food cost resulting from imported food products.

Colorado already struggles with a state average food insecurity rate of 9.9% (2018, pre-pandemic). To push for statutory law that would virtually eliminate Colorado agriculture, food costs would soar as the former Colorado-proud foods would have to be brought in from out of state.

The majority of the highest food insecurity rates in Colorado also correlate with almost all of Colorado's food deserts. As income levels in these rural areas drop, food insecurity will sky rocket.





## DISRUPT YOUTH PROGRAMS

Although many youth programs such as 4-H have activities that make participation possible for children in urban areas who are unable to lovingly raise animals, the vast majority of 4-H kiddos live in rural areas.

Initiative #16 uses language that would eliminate many of the animal care practices used to raise healthy animals. Youth programs would be further disrupted due to the decrease in number of events at which they show their animal projects. If the sponsors for the county fair are out of business, no more county fair!

4-H and other youth programs teach children invaluable life skills - from socialization and communication skills to entrepreneurship. Without said programs operating at full-force, children in high-risk areas will lose one of the few positive outlets in their communities that enables them to truly grasp the importance of animal welfare as well as carry on the legacy that is agriculture.





## JEOPARDIZE ANIMAL RESCUES

Spaying and neutering are an important part of what animal rescues and shelters do to prevent overpopulation, minimize spread of disease, and discourage back-yard breeders from exploiting animals.

Colorado is one of many states that, as of 2019, has a mandatory sterilization law in place for all animals being adopted out from a shelter or rescue. While spaying and neutering doesn't always "improve" an animal's health (depending on how "improvement" is defined), it does keep fewer unplanned pets off the street out of "kill" shelters or abusive homes.



Unfortunately, Initiative #16 has proposed to remove the portion of our current

## Colorado statute that says:

"Nothing in this part 2 shall affect animal care otherwise authorized by law."

Instead, they are proposing to include the following language:

" IN CASE OF ANY CONFLICT BETWEEN ANIMAL CARE OTHERWISE AUTHORIZED BY LAW, THIS PART 2 SHALL CONTROL."

The problem? As mentioned before, they removed **all authority of veterinary medicine and animal care as it relates to certain health and animal welfare procedures**, leaving "animal care" wide open for interpretation.



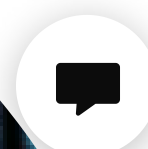


## DISCREDIT UNIVERSITY RESEARCH FACILITIES

As many Coloradans know, we are home to Colorado State University Department of Biomedical Sciences which houses one of the most revolutionary equine reproductive laboratories in the country. While the language in Initiative #16 does provide an exception for scientific research, the CSU Equine Lab also provides their services to the general public.

In the event that Initiative #16 makes its way to the ballot and is tragically voted in, how will CSU and other research facilities justify operating with members of the general public as part of their client base? Would clients be subject to criminal prosecution as the artificial insemination techniques used may not be considered "improving that animal's health"? Without clear answers, our university research programs and other biomedical facilities may take a hit because clients or study participants would not be willing to risk a criminal charge.

This would effectively destroy the programs' credibility and bring genetic research to a grinding halt in the state of Colorado.







## DECREASE STATE TAX DOLLARS

Ranching and farming has been an integral part of Colorado's economy for generations. The livestock industry alone boasts an over \$5 billion dollar haul and a

\$1 billion beef export market. All together, the agricultural sector generates more than \$40 billion annually, providing over 170,000 jobs.

Colorado's agricultural sector also provides employment opportunities in supporting industries - heavy equipment, transportation, hospitality sector (restaurants and lodging), and forms of agri-tourism. All of this economic activity equates to a juicy purse full of state taxes funds. These funds go to providing so many indispensable services such as those provided by:

Colorado Department of Education  
Colorado Department of Human Services



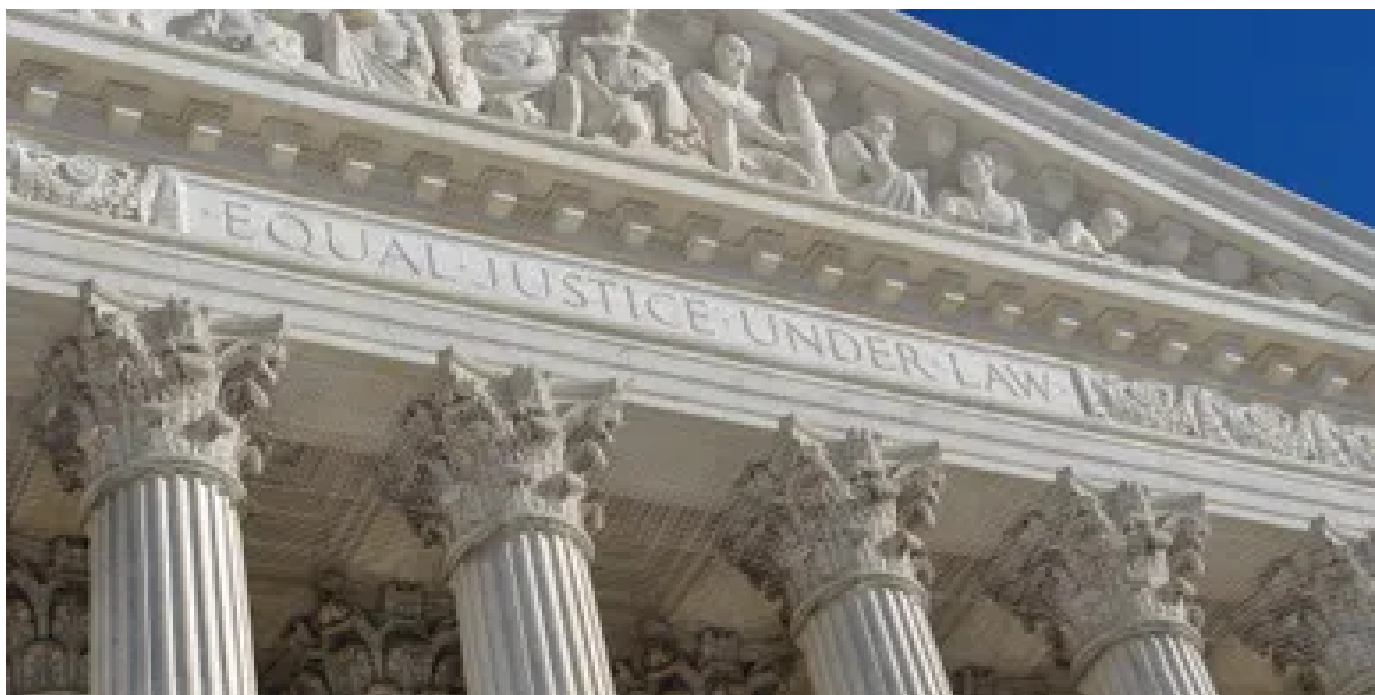
## Colorado Department of Local Affairs

Without the tax dollars to support the programs these entities offer, Colorado would soon find out just how quickly programs vaporize when there is no way to replenish the monies.

## Educate Yourself, Join the Coalition, and Stay Current

---

### Current Ballot Initiative #16 Proposal



Located on the Colorado Secretary of State website, the link below will take you to the most current ballot initiative proposal. The Initiative aims to modify multiple sections of Colorado Title 18, Article 9, Part 2.

Click below to read the proposed changes.

**Note:** Lower case lettering represents current law. UPPER CASE represent proposed changes. Lettering with a strike through it represents words the authors of the proposal would like to eliminate.



If you need help understanding the Ballot Initiative and how it could affect

if you need help understanding the ballot initiative and how it could affect you, please email us at:

**[AlliesForCoAg@gmail.com](mailto:AlliesForCoAg@gmail.com)**

**FIND OUT MORE**

## Coloradans for Animal Care



This coalition was formed by Colorado's agricultural organizations to protect Colorado's heritage against the damaging effects Initiative #16 would have on all Coloradans. Initiative #16 threatens jobs and rural communities whose members have been the long-standing animal guardians of our great state.

Currently, the coalition has filed a motion for appeal with the Colorado Supreme Court.

The Fence Post





**Started in 1980 as the Rocky Mountain Fence Post in Bellevue, CO, The Fence Post currently reaches over 80,000 readers nationwide.**

**As Colorado Ballot Initiative #16 is challenged through the legal avenues, The Fence Post is a reliable source of information, getting you the stories you need quickly.**

**Click below to join their mailing list and stay in the "know"!**

**FIND OUT MORE**

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VISUAL AIDS

SUPPORT THE CAUSE

PRIVACY POLICY

TERMS AND CONDITIONS



**RESOLUTION # 2021-06**  
**CHEYENNE COUNTY, COLORADO**  
**RESOLUTION OPPOSING BALLOT INITIATIVE #16 PROTECTING ANIMALS FROM**  
**UNNECESSARY SUFFERING AND EXPLOITATION**

**WHEREAS**, a citizens initiative entitled "Protect Animals from Unnecessary Suffering and Exploitation" (PAUSE) was approved for petition for a potential 2022 ballot initiative that would ask voters to criminalize commonly accepted veterinary and animal care practices in Colorado; and

**WHEREAS**, the Initiative would ban the slaughter of livestock that have not yet lived more than one-quarter of their anticipated lifetime, a standard far longer than consumer and foreign markets demand; and

**WHEREAS**, this ballot initiative ignores science and years of animal husbandry practices designed to give the best quality of life for our animals and produce the highest quality nutritional products for our families and consumers; and

**WHEREAS**, the livestock sector accounts for more than \$5 billion in economic activity and tens of thousands of jobs statewide; and

**WHEREAS**, farming and livestock businesses are the backbones of rural counties and this measure will cost jobs and devastate communities as well as raise food prices for us all; and

**WHEREAS**, it has been reported that the Governor of Colorado and Attorney General agrees that the PAUSE initiative would hurt Colorado and destroy jobs.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of County Commissioners of Cheyenne County, State of Colorado, in opposition of this Initiative and urges the Governor of Colorado and Commissioner of the Colorado Department of Agriculture to do the same; and

**BE IT FURTHER RESOLVED**, Cheyenne County Board of County Commissioners urges all citizens of Cheyenne County to decline to sign any petition that supports Initiative 16 (PAUSE) on the November 2022 ballot; and

**FINALLY, SHALL IT BE RESOLVED**, that all people that care about the well-being of animals (livestock, pets, service animals, or other) take action to defeat this measure if it does make the November 2022 ballot.

**ADOPTED** by the Board of County Commissioners of the County of Cheyenne, State of Colorado, at its regular meeting held the 9<sup>th</sup> day of April, 2021.

**BOARD OF COUNTY COMMISSIONERS, CHEYENNE COUNTY**

  
R.J. Jolly, Commissioner

(aye/nay/abstain/absent)

  
Ronald R. Smith, Commissioner

(aye/nay/abstain/absent)

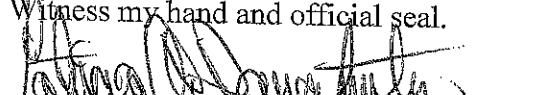
  
Darin C. Dickey, Commissioner

(aye/nay/abstain/absent)

**STATE OF COLORADO)**  
**COUNTY OF CHEYENNE) SS**

The forgoing instrument was acknowledged before me this 9<sup>th</sup> day of April, 2021 by Commissioners R.J. Jolly, Ronald R. Smith and Darin C. Dickey in Cheyenne County, Colorado.

Witness my hand and official seal.

  
Patricia A. Daugherty, Clerk to the Board

**RESOLUTION NO. 23, SERIES OF 2021**

**A RESOLUTION FOR THE FREMONT COUNTY BOARD OF COUNTY COMMISSIONERS, FREMONT COUNTY, COLORADO, OPPOSING THE PROPOSED “PROTECT ANIMALS FROM UNNECESSARY SUFFERING AND EXPLOITATION” (PAUSE), AKA BALLOT INITIATIVE 16**

**WHEREAS**, on March 17, 2021, a citizens initiative titled “Protect Animals from Unnecessary Suffering and Exploitation” (PAUSE) was approved by the Title Board of the Colorado Secretary of State for petition to the November 2022 General Election as Initiative 16; and

**WHEREAS**, the initiative is an industry killing effort that will disrupt all aspects of meat production, sales, and export; and

**WHEREAS**, the initiative criminalizes farmers, ranchers and veterinarians who use accepted animal husbandry practices to care for animals; and

**WHEREAS**, the initiative changes state statutory language to define common animal care practices as cruelty to animals; and

**WHEREAS**, the initiative bans slaughter for animals that have lived less than 25 percent of their “natural” life span; and

**WHEREAS**, the initiative criminalizes the following veterinary and animal husbandry practices: spaying and neutering, reproductive practices (artificial insemination, pregnancy diagnosis, fertility testing), etc.; and

**WHEREAS**, the initiative eliminates accepted animal husbandry practices, opening the door to animal cruelty prosecution for common and basic practices such as feeding, sheltering and transportation; and

**WHEREAS**, according to the Colorado Department of Agriculture, agriculture contributes \$21.9 million to the Fremont County economy; and

**WHEREAS**, the economic impact to farmers, ranchers, meat cutters, veterinarians and other related industries would be tremendous and negative; and

**WHEREAS**, it has been reported that even the Governor of Colorado agrees that the PAUSE initiative would “hurt Colorado, and destroy jobs”; and

**WHEREAS**, this Board abhors the infliction of needless suffering of animals and recognizes that our cattle and livestock producers take great effort to treat their animals humanely.

**NOW, THEREFORE, BE IT RESOLVED, THAT THE FREMONT COUNTY BOARD OF COUNTY COMMISSIONERS OF FREMONT COUNTY, COLORADO** declares its opposition to this Initiative and urges the Governor of Colorado and Commissioner of the Colorado Department of Agriculture to continue to do the same; and

**BE IT FURTHER RESOLVED,** the Commission urges all citizens of Fremont County to decline to sign any petition that supports placing Initiative 16 (PAUSE) on the November 2022 ballot and also encourages all Fremont County citizens to educate our urban cousins about the importance of agriculture to the entire State of Colorado; and

**FINALLY, BE IT RESOLVED,** that the Commission also urges all citizens of Fremont County and the State of Colorado that care about the well-being of animals – be they livestock, pets, service animals, or other – take action to defeat this measure if it does make the November 2022 ballot.

Commissioner \_\_\_\_\_ moved the adoption of the foregoing Resolution with a second by Commissioner \_\_\_\_\_. The roll call vote of the Board was as follows:

Debbie Bell	AYE	NAY	ABSTAIN	ABSENT
Kevin Grantham	AYE	NAY	ABSTAIN	ABSENT
Dwayne McFall	AYE	NAY	ABSTAIN	ABSENT

The Resolution was declared to be duly adopted.

Date: \_\_\_\_\_

\_\_\_\_\_

Chairman

Attest: \_\_\_\_\_

Clerk to the Board





AGENDA ITEM - 6.c.

**TITLE:**

9:50 am Approval of Chair's signature on a letter of support for Revitalizing Main Street CDOT Grant in the Town of Norwood./MOTION

**Presented by:** Kris Holstrom, Commissioner

**Time needed:** 5 mins

**PREPARED BY:**

**RECOMMENDED ACTION/MOTION:**

To approve as presented.

**INTRODUCTION/BACKGROUND:**

I have attached a sample letter of support for the Revitalizing Main Street CDOT Grant in which I am applying. Below are a couple of bullet points so you know the goals and requirements of the grant in case you

would like to spruce up the letter in any way  Once again, I really appreciate your support in this dream of mine and I hope to receive this grant for our community!

*Applicable roadways must be able to accommodate multiple modes of transportation. This program includes both safety and economic recovery goals that:*

- *Reduce fatal and serious injury crashes on the regions' transportation system;*
- *Improve transit access and multimodal mobility;*
- *Support the development of connected urban/employment centers and multimodal corridors;*
- *Provide safe access to opportunity and mobility for residents of all ages, incomes and abilities;*
- *Help communities adjust to the "new normal" travel patterns caused by COVID-19; and*

Additionally, I added a very elementary design of my ideas for this project for you to see our thoughts in the project.

**Amanda Pierce**

*Town Clerk*  
1670 Naturita Street  
PO Box 528  
Norwood, CO 81423  
(970) 327-4288 – Office  
<http://www.norwoodtown.com/>

**FISCAL IMPACT:**

<b>Contract Number:</b>	<b>Date Executed</b>	<b>End Date</b>	<b>Department(s)</b>
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description	Upload Date
Letter of Support	5/5/2021
Proposed Project	5/5/2021



## BOARD OF COMMISSIONERS

HILARY COOPER KRIS HOLSTROM LANCE WARING

May 12, 2021

To Whom It May Concern:

The San Miguel County Commissioners would like to express their support of The Town of Norwood's project of Safer Sidewalks to School for the CDOT Revitalization Streets Grant. As an incorporated town within our county, we understand how important this type of infrastructure improvement is for our citizens.

The Town of Norwood serves a community approximately 4 square miles and a population of 759 within San Miguel County, Colorado. The Norwood Public School serves nearly 200 students from Preschool to High School aged children, on Summit Street, which this proposed project will take place. The Wright Stuff Foundation is also housed on the same street of the proposed project and they have an additional 40 enrolled children in their early education programs.

Students and community members are at high risk for fatal pedestrian and vehicle accidents if something does not improve to allow more visible cross walks and sidewalks for pedestrians and bicyclists. Norwood Schools has taken ample steps to try and increase the safety in the school area with staffed crossing guards, temporary signage, designated drop off locations and more. In addition, The Town of Norwood has tried to increase the law enforcement presence in the area as well but with limited resources of law enforcement it makes in near impossible to be there all the time.

In this era, of shrinking local resources and funding availability, this CDOT grant will play a fundamental role in allowing The Town of Norwood to continue to help keep the community safe with multimodality options and to serve the residents of their community not only now but in the future as well.

San Miguel County appreciates its positive relationship with CDOT and know that this grant would be of great value to our citizens, and the residents and students of Norwood in particular.

Please let us know if you have questions or need more information.

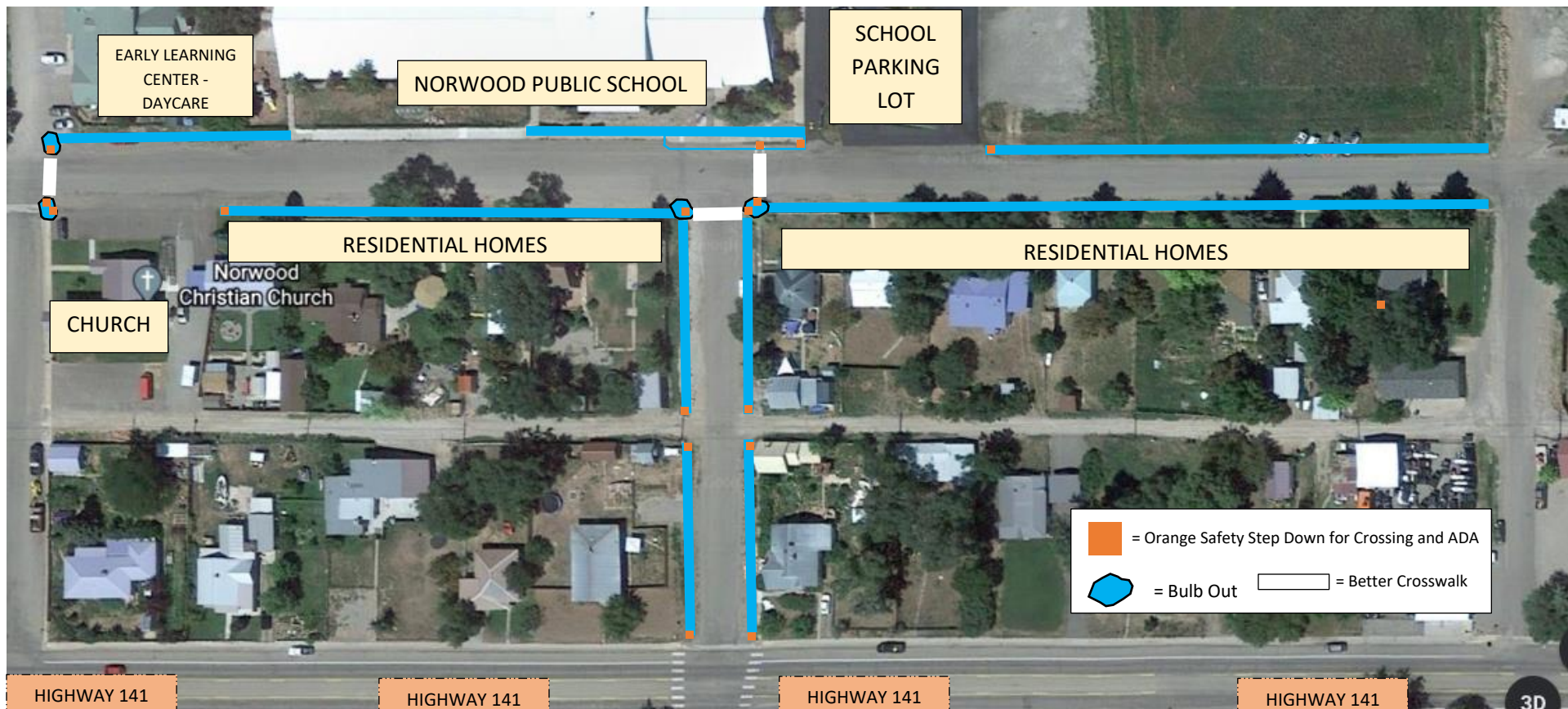
Sincerely,

San Miguel County  
Board of Commissioners

Lance Waring, Chair

Kris Holstrom, Vice Chair

Hilary Cooper, Commissioner



## GREEN LINES BELOW SHOW PROJECT AREA COMPARED TO TOWN



## About the bulb-out

Road planners increasingly favor a street-corner design called a "bulb-out" that makes it safer for pedestrians to cross streets.





# NORWOOD PUBLIC SCHOOL

SCHOOL PARKING LOT

SCHOOL BUS DROP OFF AREA

Summit Street

Summit Street

Spruce Street









AGENDA ITEM - 6.d.

**TITLE:**

9:55 am Consideration of a Letter of Support on behalf of the Telluride Foundation for a grant "Colorado Parks and Wildlife Outdoor Regional Partnerships". MOTION

**Presented by:** Mike Bordogna, County Manager

**Time needed:** 10 mins

**PREPARED BY:**

April Montgomery, Telluride Foundation

**RECOMMENDED ACTION/MOTION:**

Consideration to approve the Letter of Support.

**INTRODUCTION/BACKGROUND:**

Hi Mike,

I hope you're doing well! As discussed in last week's County Commissioner meeting, the Telluride Foundation will be applying for the Colorado Parks and Wildlife Outdoor Regional Partnerships grant, and we would love if the county could provide us with a letter of support to strengthen our proposal. I have attached our executive summary here, as well as a drafted letter of support. Of course, feel free to create your own or make any revisions to our version if you prefer.

At this point, we still don't have a name for our Coalition that we're married to, but we will potentially call it the "Balancing Conservation and Sustainable Recreation Coalition" (BCSR Coalition, for short). Please let me know if you think of a name sounds better, we're accepting suggestions!

Please let me know if you have any questions. The application is due on May 20<sup>th</sup>, so it would be great to have our letters of support back by the end of next week.

Thanks so much,

Robin Kondracki

*Strong Neighbors Initiative Coordinator*

[Telluride Foundation](#)



W: (970) 728-8717

C: (970) 778-8391

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
Description:			

**ATTACHMENTS:**

Description	Upload Date
Exec Summary	5/7/2021
Example letter of support	5/7/2021

## **CPW Regional Partnerships Executive Summary**

The San Miguel Watershed is known for its spectacular outdoor amenities and resources. The recent increase in visitation to these areas along with the proliferation of different and sometimes incompatible user groups have made it apparent that now, more than ever, it is time for residents, public land management agencies, and users of public lands to better communicate, collaborate, and build bridges rather than increase conflict. One thing everyone can agree on is that we all love this region and its public lands, but where we need help is learning how to work together with other land users and land agencies to better understand diverse interests and accomplish organizational goals.

It is with this background that the Telluride Foundation is applying for the Colorado Parks and Wildlife “Colorado Outdoor Regional Partnerships” grant to form a Coalition of organizations and individuals that represent a broad range of outdoor and trails related interests focused in San Miguel and west Montrose counties. The Coalition will build and expand on the Telluride Foundation’s existing Regional Trails Coalition, and will include motorized trails groups, nonmotorized groups, land and wildlife advocates, recreation advocates, tourism and economic development groups, community centered organizations, public land managers, ranchers, and local government representatives.

A key goal of the Coalition will be to craft a strategic plan to serve as a resource for all groups when new projects are in the pipeline. This strategic playbook will include best practices and guidelines as identified by the Coalition, with the ultimate goal of enhancing our outdoor recreation economies while simultaneously protecting public lands and wildlife.

Many organizations in our region are familiar with the time consuming and expensive process behind trails/outdoor recreation planning. We often see recreation groups far into their planning processes, only to encounter wildlife and land concerns after money and time have been spent. While these wildlife concerns are valid and should be voiced, ideally, they would be expressed earlier in the process to allow recreation groups to pivot. We hope that by building collaboration and enhancing communication between a variety of organizations, wildlife and conservation concerns can be addressed in the early stages of planning so that groups may restructure their projects. As a Coalition, our region will be able to better manage the increased usage of our local public lands through trail development and maintenance, while protecting vulnerable public lands and wildlife.

Projects that are reviewed by and have the support of a Coalition as a whole will have a better chance of success gaining public land agency approvals and competing for funding. If land agencies, conservation groups, hunters and anglers, etc. are all in support of a trail proposal, there will likely be fewer obstacles and delays throughout the planning process. Coalition meetings will provide the opportunity to build relationships and ensure that organizations and interests are invited to the table to express their concerns or

comments in the early stages of planning, as opposed to later in the process after resources have already been allocated.

Coalition meetings will occur on a monthly basis over the course of the next two years, taking place in different locations across both San Miguel and west Montrose counties, with the option to join via Zoom. The Telluride Foundation will hire contractor(s) to manage the project, facilitate meetings, create agendas, develop and write the strategic plan with Coalition input, and create a communicative environment at the monthly meetings, during which organizations can foster positive relationships and build trust with their counterparts. This will allow for conflicting interests and priorities to be addressed respectfully and appropriately. Plus, when new funding and grant opportunities are identified, there may be potential for project collaboration within the Coalition.

## Example Letter of Support

Colorado Parks and Wildlife  
6060 Broadway  
Denver, CO 80216

Outdoor Regional Partnerships Grant Committee:

San Miguel County would like to express its support of the Telluride Foundation's efforts to build a Coalition in San Miguel and west Montrose counties. This would contribute to Colorado Parks and Wildlife's statewide initiative to protect Colorado's wildlife and land while enhancing outdoor recreation experiences for all.

There is a clear need for more thoughtful and strategic planning for our region, and we would like to be contributing participants of this Coalition. The collaborative will allow for various interests, goals, priorities, and concerns to be voiced by a diverse group of organizations, which ultimately will build trust and result in more effective and efficient planning in our region.

The San Miguel County Commissioners have been in conversations with the Telluride Foundation regarding this grant opportunity. Now more than ever, with the heavy increase of tourism and recreation in San Miguel and west Montrose counties, a collaborative will be beneficial in identifying wildlife and/or land concerns in the early planning stages of recreation projects.

We hope that you will look favorably upon this request.

Sincerely,



AGENDA ITEM - 6.e.

**TITLE:**

10:05 am Discussion on communication with constituents by staff and/or commissioners.

**Presented by:** Mike Bordogna, County Manager

**Time needed:** 15 mins

**PREPARED BY:**

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

Is there a way we could track incoming emails to commissioners/ and/or to staff that at least one person has responded.

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
Description:			



AGENDA ITEM - 7.a.

**TITLE:**

Discussion of the job description for the Part-Time, Temporary COVID-19 Recovery Coordinator.

**Presented by:** Mike Bordogna, County Manager

**Time needed:** 20 mins

**PREPARED BY:**

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

Contract Number:	Date Executed	End Date	Department(s)
YYYY-###			Board of County Commissioner Staff
<b>Description:</b>			

**ATTACHMENTS:**

Description

Internal Job Posting

Upload Date

5/7/2021

# San Miguel County, Colorado

## INTERNAL JOB POSTING



*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### COVID-19 Recovery Coordinator (Temporary)

**San Miguel County: Administration/Emergency Management Department**

**Job Title: COVID-19 Recovery Coordinator (Temporary)**

**Job Type: Temporary; Full-Time; 30 hours/week**

**Compensation: \$41,433.60 annually**

**Location: Miramonte Building (Telluride, CO)**

**Closing Date: Open Until Filled**

#### **POSITION SUMMARY**

San Miguel County is seeking a positive, ethical, customer service oriented, temporary COVID-19 Recovery Coordinator responsible for the county and local communities including Towns of Telluride, Mountain Village, Ophir, Norwood, and Sawpit with continued development and execution of the economic and social disaster recovery actions. The COVID-19 Recovery Coordinator will perform project and program management tasks and activities related to the economic and social impacts and recovery related to the COVID-19 Pandemic.

The COVID-19 Pandemic has impacted San Miguel County medically, socially and economically, and the scope of the impacts is still being assessed. The effects of the pandemic are extraordinarily complex, many of which will not be known for months or years. Complicating the recovery process is that the pandemic will be part of our society for the foreseeable future, though to what extent is unknown. Further complicating the recovery process is that every jurisdiction in the state and the nation is competing for the same recovery resources.

This temporary position will receive general supervision from the County Manager and will be compensated at a Grade 32, Step 1 annually. As a temporary position, the COVID-19 Recovery Coordinator will *not* be eligible for all County-sponsored insurance and benefit plans.

**Supervision Received:** Receives general supervision from the County Manager.

**Supervision Exercised:** This position does not have any supervisory responsibility.

## **JOB DESCRIPTION**

*The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. San Miguel County retains the right to modify or change the duties or essential functions of the job at any time.*

### **Essential Tasks, Duties and Responsibilities include, but are not limited to, the following:**

- Serves as the chief liaison to impacted residents, businesses, the county, towns and recovery committees as well as to state and federal officials.
- Maintains a complete understanding of all applicable economic recovery related grants, programs, policies, requirements and procedures from state and federal agencies.
- Researches and applies for grants in coordination with other stakeholder groups and the communications team.
- Represents the interests of the jurisdictions with grant opportunity sharing, contract development, programs and projects.
- Coordinates local efforts to identify and secure funding from state, federal and non-governmental agencies to support local recovery efforts.
- Makes recommendations for program efficiencies and improvements.
- Coordinates stakeholder collaboration and engagement. Stakeholders include local government, San Miguel County School Districts, business sector groups (ERC), vulnerable populations (SMUNG), and others.
- Supervised by the County Manager with reports to County Commissioners and Public Health.
- Produces monthly reports for the County Manager and State and Federal Agencies.
- Responds to and resolves inquiries from the public.
- Maintains effective and efficient public relations when dealing with citizens and other agencies.
- Performs other related duties as required and assigned.

### **DESIRED KNOWLEDGE, SKILLS & ABILITIES**

- Must possess a proven track record of demonstrated project management skills.
- Ability to develop and maintain a complete understanding of all applicable economic grants, programs, policies and requirements to meet regulations of each.
- Ability to successfully research grants and assist with applications and collaboration with stakeholders.
- Must possess excellent oral and written communication skills.
- Must possess strong critical thinking and conflict resolution abilities, strong collaborative facilitation and engagement skills as well as the ability to work with a variety of interested parties with diverse skill sets and interests.
- Ability to learn and apply policy to specific circumstances and provide administrative and clerical support of project related activities.



- Must be organized and be able to handle multiple tasks simultaneously.
- Must be able to work in a fast-paced environment.
- Work is subject to after-hours meetings and possible travel to jurisdictions within San Miguel County.

### **DESIRED EDUCATION & EXPERIENCE**

- A Bachelor's Degree is desired.
- Grant application and administration experience is desired.
- Experience with computer applications for word processing, information storage and retrieval, spreadsheets, publishing, communications, scheduling and presentations is required.

### **REQUIRED LICENSES & CERTIFICATIONS**

- Must possess and maintain a valid Colorado Driver's License and satisfactory driving record.
- Must be able to satisfactorily pass a comprehensive, pre-employment criminal background check.

### **PHYSICAL REQUIREMENTS AND WORKING ENVIRONMENT**

Physical Demands: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.*

This position requires that the employee be able to walk distances over varied terrain. Also requires sitting and driving for extended periods.

Work Environment: *The work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Work may be performed virtually or in an office setting, but may also require travel within San Miguel County.

### **SELECTION GUIDELINES**

A formal application, rating of education and experience, oral interview and reference checks will be utilized to select the successful candidate. The duties listed above are intended only as illustrations of the various types of work that may be performed. Other duties may be assigned.

The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

### **ADDITIONAL RESOURCES & SUPPORT**

Please review the complete job description and submit an official application for the position by visiting <https://www.sanmiguelcountyco.gov/jobs.aspx>. Interested candidates are encouraged to apply immediately. Candidates are required to complete the online application and attach a resume and cover letter. Please ensure all requested items are submitted and complete for consideration.

**San Miguel County is an Equal Opportunity Employer (EOE)**