



Resolution 26-003 Adopting the 2026 List of Official Appointments

Agenda Item Staff Report, Board of County Commissioners

Requested by: Melanie Bleyler, Community Engagement Officer, County Manager's Office

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description:

State law requires, and the Board of County Commissioners may otherwise elect, to appoint individuals to various boards, committees, and official positions to represent the interests of Gilpin County. These appointments are made on an annual basis or as needed.

An updated list of official appointments for calendar year 2026 is attached as Exhibit A. Several positions on the list currently contain vacancies or pending term expirations, and those appointments will be made by the Board during the meeting. Adoption of this resolution will establish the official appointments for 2026, as amended by any actions taken by the Board at the time of approval.

Requested Action: Staff recommends that the Board of County Commissioners adopt the resolution approving the 2026 list of official appointments, as attached in Exhibit A, including any appointments made by the Board during the meeting to fill current vacancies or expiring terms.

Alternatives: Postpone the adopting of the list of official appointments

Fiscal Impacts: None.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.

**Before the Board of County Commissioners
County of Gilpin, State of Colorado**

Adopting the 2026 List of Official Appointments

WHEREAS, the Board of County Commissioners (BoCC) is required by State law and / or may elect to appoint individuals to a number of official positions to represent the interests of the County; and

WHEREAS, the appointment of these individuals is done so on an annual basis or as needed; and

WHEREAS, Gilpin County maintains an official list of these appointments; and

WHEREAS, the 2026 list of Official Appointments is attached to this resolution as Exhibit A, and includes certain positions that are currently vacant or subject to appointment by the Board during the meeting at which this resolution is considered;

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of the County of Gilpin, State of Colorado, that:

1. The Board hereby adopts the 2026 list of Official Appointments, as attached in Exhibit A.
2. Any appointments made by the Board during the meeting at which this resolution is adopted shall be incorporated into Exhibit A and shall be effective upon adoption of this resolution.

ADOPTED this _____ day of _____, 2026, by a vote of _____ to _____.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, COLORADO**

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

RECORDING STICKER

RECORDING STICKER

ACKNOWLEDGEMENT

STATE OF COLORADO)

)ss.

COUNTY OF GILPIN)

Susan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin, acknowledged the foregoing Resolution before me this _____ day of _____, 2026.

Witness my hand and official seal

Notary Public

RECORDING STICKER

RECORDING STICKER



Gilpin County 2026 List of Official Appointments

Commissioner Required Appointments

Official Appointments	2025	2026
Chair, Board of County Commissioners and Chair, Board of Human Services	Sandy Hollingsworth	
Chair Pro-Tem, Board of County Commissioners	Susan Berumen	
Commissioner to Convey Real Property	Sandy Hollingsworth	
Board of Adjustment	BoCC	
Local Liquor Licensing Authority	BoCC	
Board of Equalization	BoCC	
Board of Health	BoCC	
International Residential Code (IRC) Board of Appeals	BoCC	



Statutory Appointments or Designations

Official Appointments	2025	2026
County Manager	Ray Rears	Ray Rears
County Attorney	Todd Messenger, Fairfield & Woods P.C.	Todd Messenger, Fairfield & Woods P.C.
Assistant County Attorney	Jack E. Reutzel, Fairfield & Woods P.C.	Jack E. Reutzel, Fairfield & Woods P.C.
Administrative Assistant to the Board of County Commissioners	Kimberly Kaufman	Kimberly Kaufman
Budget Officer	Lorna Plamondon	Lorna Plamondon
Chief Building Official	Kyle Parag, CAA	Kyle Parag, CAA
Emergency Manager	Steven Mingura	Steven Mingura
Road Supervisor	Michael DuBrava	
Depository Banks for Gilpin County	Wells Fargo ColoTrust General ColoTrust C-Safe	Wells Fargo ColoTrust C-Safe CSLIP (Centennial State Liquid Investment Pool)
Newspaper(s) of Record	The Mountain-Ear	
Location of Public Notice of Public Meetings	The Old Courthouse (front of building) and Gilpin County Website	The Old Courthouse (front of building) and Gilpin County Website
Staff Authorized to Use Facsimile Signatures per Resolutions	Lorna Plamondon Kimberly Kaufman	Lorna Plamondon Kimberly Kaufman
Human Services Director	Janey Barker	Janey Barker
Veterans Service Officer	Clayton Hood	Clayton Hood



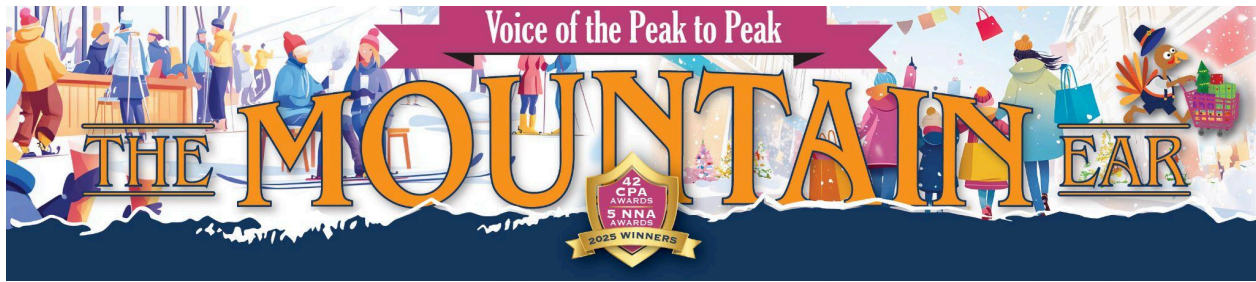
Designated County Representative on Boards or Committees

Organization	Board or Committee	2025	2026
Colorado Counties Inc. (CCI)	Public Lands	Sandy Hollingsworth	
Colorado Counties Inc. (CCI)	Agriculture, Wildlife, and Rural Affairs	Jeff Aiken	
Colorado Counties Inc. (CCI)	Land Use & Natural Resources	Sandy Hollingsworth	
Colorado Counties Inc. (CCI)	TRED Tourism, Resorts, Economic Development	Jeff Aiken	
Colorado Counties Inc. (CCI)	General Government	Susan Berumen	
Colorado Counties Inc. (CCI)	Taxation & Finance	Susan Berumen	
Colorado Counties Inc. (CCI)	Transportation & Telecommunications	Jeff Aiken	
Colorado Counties Inc. (CCI)	Health & Human Services	Susan Berumen	
Colorado Counties Inc. (CCI)	Justice & Public Safety	Sandy Hollingsworth	
Colorado Counties Inc. (CCI)	Steering Committee Voting Proxy	Ray Rears	
Colorado Counties Inc. (CCI)	Mountain District	BoCC	
Counties & Commissioners Acting Together (CCAT)	Public Health & Human Services	Susan Berumen	
Counties & Commissioners Acting Together (CCAT)	Natural Resources & Wildlife	Sandy Hollingsworth	
Counties & Commissioners Acting Together (CCAT)	Transportation	Jeff Aiken	
Counties & Commissioners Acting Together (CCAT)	Housing	Susan Berumen	
Counties & Commissioners Acting Together (CCAT)	Fiscal Reform	Sandy Hollingsworth	
Colorado Communities for Climate Action (CC4CA)	Board	Jeff Aiken	
Gateway to the Rockies Opioid Council (GROC) (Voting members appointed separately)	Executive	Sandy Hollingsworth Jeff Aiken (alternate)	
NoCo Places	Executive	Sandy Hollingsworth	



Appendix A
Resolution 26-003

Organization	Board or Committee	2025	2026
Upper Clear Creek Watershed Association	Board	Jeff Aiken	
Central City Urban Renewal Authority	Board	April Nielsen	
Clear Creek Watershed & Forest Health Partnership	Board	Jeff Aiken	
Clear Creek Economic Development Corporation (CCEDC) (Not appointed by BoCC)	Board	Susan Berumen (Term ends Dec. 2025)	
Gilpin Ambulance Authority (GAA)	Board	Buddy Schmalz Susan Berumen Ray Rears (alt.)	
Jefferson Center (Joint appointment w/ Clear Creek County)	Board	Sandy Hollingsworth Jim Reid	
911 Authority Board	Board	Jeff Aiken	
Limited Gaming Impact Funds Advisory Committee (4 yr. term, not appointed by BoCC)	Committee	Jeff Aiken (term ends March 15, 2029)	Jeff Aiken (term ends March 15, 2029)
Gilpin Water Company	Board	Sandy Hollingsworth	
Worker's Compensation Pool (CTSI) (Commissioner only)	Board	Sandy Hollingsworth	
Denver Regional Council of Governments (DRCOG)	Board	Susan Berumen	
I-70 Coalition	Leadership Team	Jeff Aiken	
I-70 Coalition	Technical Team	Ray Rears	
Triad Bright Futures	Executive	Susan Berumen	
Mountain Kids Early Learning Center	Board	Susan Berumen	
Mountain Rail Coalition	Committee	Sandy Hollingsworth	
Moffat Tunnel Lease	Group	Susan Berumen Sarah Baciak	



The Mountain-Ear

PO Box 99
Nederland, CO 80466

December 15, 2024

Gilpin County Commissioners,

The Mountain-Ear would be honored to again be considered as the Official Newspaper of Record for Gilpin County for 2026. *The Mountain-Ear* has served in this capacity since December 2022 and was a secondary newspaper of record before that. We have a high readership in Black Hawk, Central City and Gilpin County.

We charge .44 per line for first notices and .32 per line for additional runs. The fee is based on a 6 point font (although we print at 8.5 point font). Public Notice fees are calculated by state law and cannot be changed. We don't charge more for notices you charge the public for. We don't charge more for Delinquent Tax notices or Election notices. They are all the same to us. A public notice is.. a public notice.

Our public notices can be found on the Colorado Press Association website here: [https://www.publicnoticecolorado.com/\(S\(wmcbemgmipnandrqmmbgbcct\)\)/Search.aspx](https://www.publicnoticecolorado.com/(S(wmcbemgmipnandrqmmbgbcct))/Search.aspx) as required by law.

Ten of our paid contributors live in Gilpin County with another 4 volunteers and 1 intern from Gilpin County. We currently have 39 contributors.

We maintain several office locations, one of which is in Gilpin County. As of January 1, I will be working full-time at my home office, 245 Apollo Drive, Black Hawk. Because we maintain an office in Gilpin County, the law considers us published in Gilpin County as well as in Boulder County. § 24-7-101, C.R.S. provides, "Published" means a newspaper that maintains an office in the county to gather news, sell advertising, or conduct the general business of newspaper publications." (Emphasis added). *The Mountain-Ear* remains locally owned and operated since October 25, 1977.

We are entrenched in the community. Many of our staff are on multiple local boards, where we regularly share important information about news of the county, including information about what people should be watching out for in local government, businesses news, school news, event news and more.

We are responsive to emails, phone calls and other approaches. We are focused on sharing *all* of the news of *all* of the county (and beyond), including the important public notices that inform our residents what is happening in local government.

Please consider us to once again be the official newspaper of record for Gilpin County. I would be happy to respond to any questions you might have on this vital matter.

Respectfully submitted,

Barbara Hardt

Barbara Hardt
Editor-In-Chief
The Mountain-Ear
Founded October 25, 1977



WEEKLY REGISTER-CALL

OLDEST NEWSPAPER IN COLORADO
Established 1862



111 Eureka St, Central City, CO 80427 • PO Box 93 Black Hawk CO 80422

January 3, 2026

Gilpin County Board of County Commissioners
c/o County Manager
County Attorney
203 Eureka Street
Central City, Colorado 80427

Dear Commissioners,

I formally request that the Gilpin County Board of County Commissioners designate the *Weekly Register-Call* as Gilpin County's Newspaper of Record at its January 13, 2026, organizational meeting.

Colorado Revised Statutes establish both the qualifications a newspaper must meet to serve as a county's Newspaper of Record and the rates at which legal notices may be charged. Under those statutes, the *Weekly Register-Call* satisfies all statutory requirements and is the only newspaper that does so within Gilpin County.

The *Weekly Register-Call* is published in Central City, and holds Periodical Postal Permits issued by the United States Postal Service at post offices in Central City and Black Hawk. No other newspaper holds a Periodical Postal Permit at any United States Post Office located within Gilpin County.

Colorado Revised Statute § 24-70-103(3) permits publication of legal notices in an adjoining county only when no newspaper is published within the county. The statutory exception allowing out-of-county publication does not apply in Gilpin County because a qualified newspaper is published within the county.

Accordingly, Gilpin County is required to publish its legal notices within county boundaries, and the *Weekly Register-Call* is the only newspaper that meets the statutory criteria to serve as the county's Newspaper of Record. Publication outside Gilpin County when a qualified in-county newspaper exists is inconsistent with Colorado law.

As the qualifying in-county newspaper, the *Weekly Register-Call* publishes legal notices at the rates prescribed by Colorado Revised Statutes. Publication in a non-qualifying or out-of-county newspaper risks deviation from those statutory rate requirements and undermines the uniform application of the law governing public notices.

The *Weekly Register-Call* maintains continuous compliance with United States Postal Service requirements, including weekly and annual postal reporting and postage payments through the Black Hawk Post Office, further establishing its status as a newspaper published and distributed within Gilpin County.

The Colorado Secretary of State's Office likewise recognizes the *Weekly Register-Call* as the newspaper published within Gilpin County for purposes of public notices and election-related publications, further confirming its status as the county's qualifying newspaper under Colorado law.

Designation of the *Weekly Register-Call* as Gilpin County's Newspaper of Record ensures statutory compliance, protects the integrity of public notices, ensures adherence to statutorily prescribed rates, and provides transparency for the residents of Gilpin County.

Publisher



C&R December 2025 EOM Financial Report

Agenda Item Staff Report, Board of County Commissioners

Requested by: Joe Self, Chief Deputy Clerk, Clerk & Recorder

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required?

Background/Request Description:

Requested Action:

Alternatives:

Fiscal Impacts: .

Legal Impacts: .

Environmental Impacts: .

Human Resources Impacts: .

Grant-Related? .



GILPIN COUNTY
Clerk & Recorder's Monthly Report to the Treasurer
DECEMBER 2025

	Funds Collected	Disbursements									
		Dept of Revenue	Domestic	State Health	Electronic Recording Technology	County Treasurer	County Clerk	Black Hawk	Central City	POST	Secretary of State
Recording Fees	\$14,315.88						\$13,965.88				
Recording Surcharges							\$350.00				
Documentary Fees	\$1,074.63						\$1,074.63				
Marriage Licenses	\$210.00		\$140.00	\$21.00			\$49.00				
Liquor Licenses	\$150.00						\$150.00				
State Surcharge Fees	\$700.00				\$700.00						
Recording Misc (copies, reports, disks)	\$213.45						\$213.45				
money that should not have been subtracted in OCT and NOV EOMs	\$882.65						\$882.65	\$0.00			
RECORDINGS	\$17,546.61	\$0.00	\$140.00	\$21.00	\$700.00	\$0.00	\$16,685.61	\$0.00	\$0.00	\$0.00	\$0.00
Specific Ownership Tax	\$72,615.67	\$378.73				\$71,855.24	\$381.70	\$0.00			
License Fee/Permit	\$62,189.63	\$59,734.71				\$2,027.55	\$137.93	\$98.98	\$157.89	\$32.57	\$0.00
Sales & Use Tax/Vendor Fees	\$13,709.35	\$9,444.08				\$0.00	\$325.28	\$0.00	\$3,939.99		
MV Late Fee	\$4,705.00	\$3,785.00				\$0.00	\$920.00			\$0.00	
Titles	\$914.20	\$392.70				\$0.00	\$521.50				
SMM 2% Rental	\$254.66	\$0.00				\$254.66	\$0.00				
Lien Filing Fee	\$1,640.00	\$0.00				\$0.00	\$1,640.00				
Clerk Hire Fee	\$2,836.83	\$0.00				\$0.00	\$2,836.83				
Materials Fees	\$1,267.99	\$1,267.99					\$0.00				
Credit/Overpymt/SBAs	(\$14.91)	\$0.00					(\$14.91)				
Insurance Judgment	\$311.59	\$311.59					\$0.00				
External Debts	\$0.00	\$0.00					\$0.00				
overpayment in November to State	(\$28,274.06)	(\$28,274.06)									
money that should not have been subtracted in OCT and NOV EOMs	\$43,548.23	\$0.00					\$43,548.23				
MOTOR VEHICLE	\$175,704.18	\$47,040.74	\$0.00	\$0.00	\$0.00	\$74,137.45	\$50,296.56	\$98.98	\$4,097.88	\$32.57	\$0.00
Election Reimb from State/Districts	\$7,572.10						\$7,572.10				
Voter Confidentiality Program	\$0.00						\$0.00				\$0.00
Treasurer Fee Bad Check	\$0.00					\$0.00					
Election Grant	\$0.00						\$0.00				
Election Misc/Refund	\$0.00						\$0.00				
Over/Under	\$0.00										
ELECTIONS & MISC.	\$7,572.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,572.10	\$0.00	\$0.00	\$0.00	\$0.00
2025 TOTAL	\$200,822.89	\$47,040.74	\$140.00	\$21.00	\$700.00	\$74,137.45	\$74,554.27	\$98.98	\$4,097.88	\$32.57	\$0.00
2024 Totals	\$213,465.17	\$97,326.69	\$100.00	\$15.00	\$202.00	\$94,674.14	\$13,548.33	\$1,872.62	\$5,686.93	\$39.46	\$0.00
2024 - 2025 VARIANCE	(\$12,642.28)	(\$50,285.95)	\$40.00	\$6.00	\$498.00	(\$20,536.69)	\$61,005.94	(\$1,773.64)	(\$1,589.05)	(\$6.89)	\$0.00
2023 TOTALS	\$157,176.48	\$57,313.06	\$80.00	\$12.00	\$256.00	\$68,403.92	\$18,097.29	\$1,315.01	\$11,672.24	\$26.96	\$0.00

STATE OF COLORADO

\$0.00

I, Sahari McCormick, Clerk & Recorder in and for the County of Gilpin, do hereby certify that this is a true, complete copy of all money collected in DECEMBER 2025 and disbursed in JANUARY 2026.

Gilpin County Clerk & Recorder

Date



GILPIN COUNTY
Clerk & Recorder's Monthly Distribution Report
 DECEMBER 2025

Account	Item	Amt	Method
0100-22-4212	County Gen C&R Fees	\$65,577.08	
0100-22-4267	County Electronic Filing	\$350.00	
6500-00-4652	State Health	\$21.00	separate check
6500-00-4652	Domestic Abuse	\$140.00	separate check
0100-22-4262	Liquor Licenses	\$150.00	
8951-00-4267	State Electronic Fee	\$700.00	wire to ST
6400-00-4652	Specific Ownership	\$72,109.90	
6200-00-4652	Auto	\$33,500.07	
6300-00-4652	State Sales Tax	\$9,444.08	separate check
6700-00-4652	Late Fee State Motor V	\$3,785.00	
0100-22-4265	MV Late Fee	\$920.00	
0100-22-4266	Insurance Judgment	\$311.59	County & State insurance judgment. State is included in Payment Authorization
0200-00-4212	Road & Bridge MV Fees	\$2,027.55	
6000-00-4652	Black Hawk MV Fees	\$98.98	wire
6000-00-4652	Black Hawk Sales Tax	\$0.00	wire
6100-00-4652	Central City MV Fees	\$157.89	wire
6100-00-4652	Central City Sales Tax	\$3,939.99	wire
0100-30-4341	POST	\$32.57	wire GCSO
0100-23-4264	County Gen Election Fees	\$7,572.10	
8952-00-4264	VCP	\$0.00	Separate check
0100-24-4575	Treasurer Fee BC	\$0.00	
0100-22-4212	Misc - refund of expenses	(\$14.91)	
0100-23-4651	Election Grant	\$0.00	
	Total	\$200,822.89	

Authorized by Gilpin County Clerk & Recorder.

Sahari McCormick

Date



GILPIN COUNTY
Clerk & Recorder's Authorization for Payment
DECEMBER 2025

Remit to	Amount	Treasurer's Notes
Colorado Dept of Revenue ATTN: MV BOC, 4th Floor PO BOX 173350 Denver, CO 80217-3350	\$ 47,040.74	WIRE/ACH
Colorado DEPARTMENT OF HUMAN SERVICES Attn: ATTN: DOMESTIC VIOLENCE PROGRAM 1575 Sherman St., 2nd Floor Denver, CO 80203	\$ 140.00	NEW! Back to old address Include CDHSDVP in description
CDPHE ASD-AR-B1 4300 Cherry Creek Dr. South Denver, CO 80222-1530	\$ 21.00	NEW! NOTE NEW ADDRESS include VR01MAR in the description
STATE OF COLORADO, COLORADO STATE TREASURY Electronic Recording Technology Board Brad Lang, Controller & Budget Director	\$ 700.00	
COLORADO SECRETARY OF STATE Voter Confidentiality Program Attn: Cashier's Office 1700 Broadway, Suite 200 Denver, CO 80290	\$ -	
CITY OF BLACK HAWK P.O. Box 68 Black Hawk, CO 80422	\$ 98.98	
CITY OF CENTRAL P. O. Box 249 Central City, CO 80427	\$ 4,097.88	

Authorized by Gilpin County Clerk & Recorder.

Sahari McCormick

Date



Treasurer's Report November 2025

Agenda Item Staff Report, Board of County Commissioners

Requested by: Mary R Lorenz, Gilpin County Treasurer, Treasurer

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required?

Background/Request Description:

Requested Action:

Alternatives:

Fiscal Impacts: .

Legal Impacts: .

Environmental Impacts: .

Human Resources Impacts: .

Grant-Related? .

County Taxes Collected:	99.21%
2024 Taxes Collected:	99.34%
2023 Taxes Collected:	99.18%
2022 Taxes Collected:	99.15%
2021 Taxes Collected:	99.26%

In Account of Gilpin County Treasurer
TREASURER'S REPORT FOR THE MONTH OF NOVEMBER 2025

County Funds

County General	\$	30,959,049.77
County Abatement	\$	0.01
Public Works	\$	2,855,675.28
Library Fund	\$	820,591.84
Dept. of Human Services	\$	2,410,790.70
Public Health Agency	\$	437,674.39
Solid Waste	\$	518,503.84
Conservation Trust	\$	218,456.00
Parks & Rec	\$	-
Lodging Tax	\$	272,532.93
Capital Improvement	\$	-

Total County Funds	\$	38,493,274.76
2024 County Fund	\$	34,889,294.96
2023 County Fund	\$	36,462,918.19
2022 County Fund	\$	30,349,332.02
2021 County Funds	\$	22,768,470.75

Payable to Districts	\$	256,023.59
2024 Districts	\$	213,239.60
2023 Districts	\$	156,721.19
2022 Districts	\$	203,524.27
2021 Districts	\$	238,177.94

County Suspense	\$	2,028,887.71
2024 Suspense	\$	17,709.99
2023 Suspense	\$	545,376.00
2022 Suspense	\$	101,272.24
2021 Suspense	\$	360,106.02

Grand Total	\$	40,778,186.06
2024 Grand Total	\$	35,120,244.55
2023 Grand Total	\$	37,165,015.38
2022 Grand Total	\$	30,654,128.53
2021 Grand Total	\$	23,366,754.71

Id		Name	Balance	
0100-00-1000	CASH WITH TREASURER GENERAL FUND	\$30,959,049.77	8410-00-1000 CASH WITH TREASURER	\$48.79
0120-00-1000	CASH WITH TREASURER ABATEMENT	\$0.01	8500-00-1000 CASH WITH TREASURER NUISANCE FED	\$4,865.23
0200-00-1000	CASH WITH TREASURER PUBLIC WORKS	\$2,855,675.28	8525-00-1000 CASH WITH TREASURER NUISANCE STATE	\$11,623.46
0300-00-1000	CASH WITH TREASURER LIBRARY	\$820,591.84	8550-00-1000 CASH WITH TREASURER 911	\$314,702.35
0400-00-1000	CASH WITH TREASURER HS	\$2,410,790.70	8550-00-1000 CASH WITH TREASURER PUBLIC TRUSTEE	\$2,531.13
0500-00-1000	CASH WITH TREASURER PH	\$437,674.39	8600-00-1000 CASH WITH TREASURER REDEMPTION	\$0.00
0600-00-1000	CASH WITH TREASURER SOLID WASTE	\$218,503.84	8625-00-1000 CASH WITH TREASURER HOUSE ACCOUNTS	\$0.00
0700-00-1000	CASH WITH TREASURER CONSERVATION TRUST	\$218,456.00	8650-00-1000 CASH WITH TREASURER TREASURER FEES	\$0.00
0800-00-1000	CASH WITH TREASURER PARKS & REC	\$0.00	8700-00-1000 CASH WITH TREASURER TREAS FEE SPECIAL ASSESS	\$0.00
1200-00-1000	CASH WITH TREASURER LODGING TAX	\$272,532.93	8750-00-1000 CASH WITH TREASURER TREASURER COMMISSION	\$0.00
1400-00-1000	CASH WITH TREASURER CAP IMPROVEMENTS	\$0.00	8800-00-1000 CASH WITH TREASURER TREASURER DEEDS	\$7,545.77
3100-00-1000	CASH WITH TREASURER CCCF	\$0.00	8825-00-1000 CASH WITH TREASURER CORONER	\$0.00
5400-00-1000	CASH WITH TREASURER TLF	\$447.89	8850-00-1000 CASH WITH TREASURER SUSPENSE	\$3,584.00
5500-00-1000	CASH WITH TREASURER TLF CAPITAL EXP	\$18,521.60	8875-00-1000 CASH WITH TREASURER NOT USED	\$0.00
5600-00-1000	CASH WITH TREASURER TLF OTHER	\$0.00	8885-00-1000 CASH WITH TREASURER NOT USED	\$0.00
5650-00-1000	CASH WITH TREASURER TLF ABATEMENT	\$1,134.75	8885-00-1000 CASH WITH TREASURER NOT USED	\$0.01
5900-00-1000	CASH WITH TREASURER BHCC SANITATION	\$0.00	8900-00-1000 CASH WITH TREASURER CKS FOR CASH	\$0.00
5910-00-1000	CASH WITH TREASURER BHCC SANITATION ABATEMENT	\$305.24	8950-00-1000 CASH WITH TREASURER CLERK DEPOSITS	\$0.00
5950-00-1000	CASH WITH TREASURER BHCC SANITATION FEES, FINES	\$0.00	8951-00-1000 CASH WITH TREASURER CLERK ST ELECTRONIC FEE	-\$30,881.89
6000-00-1000	CASH WITH TREASURER BLACK HAWK	\$0.00	8992-00-1000 CASH WITH TREASURER VOTER CONFIDENTIALITY	\$196.00
6001-00-1000	CASH WITH TREASURER BH RD & BRIDGE	\$2,896.82	8999-00-1000 CASH WITH TREASURER BAD CHECK	\$0.00
6025-00-1000	CASH WITH TREASURER IMCD	\$0.00	9010-00-1000 CASH WITH TREASURER	\$132.00
6026-00-1000	CASH WITH TREASURER IMCD BOND	\$77.19	9020-00-1000 CASH WITH TREASURER	\$0.00
6040-00-1000	CASH WITH TREASURER SDM GENERAL	\$566.08	9030-00-1000 CASH WITH TREASURER	\$0.00
6041-00-1000	CASH WITH TREASURER SDM BOND	\$5,068.13	9040-00-1000 CASH WITH TREASURER	\$0.00
6050-00-1000	CASH WITH TREASURER BH IMP DIST GENERAL	\$7,056.53	9050-00-1000 CASH WITH TREASURER	\$0.00
6055-00-1000	CASH WITH TREASURER BH IMP DIST BOND	\$0.00	9060-00-1000 CASH WITH TREASURER	\$0.00
6100-00-1000	CASH WITH TREASURER CC	\$12,066.10	9070-00-1000 CASH WITH TREASURER	\$0.00
6101-00-1000	CASH WITH TREASURER CC RD & BRIDGE	\$0.00	9080-00-1000 CASH WITH TREASURER	\$0.00
6105-00-1000	CASH WITH TREASURER CC FEES, FINES PENALTY	\$0.00	9090-00-1000 CASH WITH TREASURER	\$0.00
6110-00-1000	CASH WITH TREASURER CC ABATEMENTS	\$0.00	0900-00-1000 CASH WITH TREASURER 1041 IMPOUND	\$150,608.32
6119-00-1000	CASH WITH TREASURER CCBID GEN	\$0.00	Total	\$39,214,253.52
6120-00-1000	CASH WITH TREASURER CCBID	\$1,316.40		\$464,955.17
6150-00-1000	CASH WITH TREASURER CC GO WATER BONDS	\$10,543.06		
6155-00-1000	CASH WITH TREASURER CCDDA	\$0.00	CHECKS PENDING	\$1,552,874.34
6200-00-1000	CASH WITH TREASURER STATE AUTO	\$673.83	PRE-PAYMENTS	\$8,124.33
6300-00-1000	CASH WITH TREASURER STATE SALES	\$108,126.93	CTD DEPOSITS	\$3,390.00
6400-00-1000	CASH WITH TREASURER SPECIFIC OWNERSHIP	\$6,455.90	OVER/UNDER	-\$456.13
6500-00-1000	CASH WITH TREASURER STATE HEALTH	\$0.00		
6700-00-1000	CASH WITH TREASURER MOTOR V LATE FEE	\$89.00	TOTAL	\$340,778,186.06
7100-00-1000	CASH WITH TREASURER RE-1 GEN FUND	\$4,660.00		
7310-00-1000	CASH WITH TREASURER RE-1 MILL LEVY OR	\$21,999.81		
7320-00-1000	CASH WITH TREASURER RE-1 ABATEMENT	\$8,107.27		
7330-00-1000	CASH WITH TREASURER RE-1 TRANSPORT	\$0.00		
8100-00-1000	CASH WITH TREASURER RE-2 GEN FUND	\$1,190.79		
8200-00-1000	CASH WITH TREASURER RE-2 BOND	\$26,857.04		
8310-00-1000	CASH WITH TREASURER RE-2 MILL LEVY OR	\$4,276.80		
8320-00-1000	CASH WITH TREASURER RE-2 ABATEMENT	\$8,557.47		
8330-00-1000	CASH WITH TREASURER RE-2 TRANSPORT	\$313.21		
8340-00-1000	CASH WITH TREASURER RE-2 RE-2 TECHNOLOGY	\$756.94		
		\$3,978.81		
		\$256,023.59		

Gilpin County Treasurer
CASH BALANCE FOR THE MONTH OF NOVEMBER

2025

Cash On Hand

Beginning Balance	\$	1,000.00	
Cash Debt	\$	-	
Cash Credit	\$	-	
Balance			\$ 1,000.00

BANK ACCOUNTS

Wells Fargo Checking

Beginning Balance	\$	(569,150.53)	
Receipts	\$	4,971,830.28	
Disbursements Out	\$	(5,032,849.32)	
Balance (Offsets Checking fees)			\$ (630,169.57)

Wells Fargo Sweep

Beginning Balance	\$	1,815,008.00	
Receipts	\$	2,122,511.93	
Disbursements Out	\$	(2,325,199.93)	
Balance			\$ 1,612,320.00
Effective Yield: 3.88% Monthly			

Wells Fargo Investment Account

Beginning Balance	\$	23,214,513.35	
Receipts	\$	63,240.45	
Disbursements Out	\$	-	
Balance			\$ 23,277,753.80

LIQUID INVESTMENT ACCOUNTS

Colo Trust (General Account)

Beginning Balance	\$	8,638,702.05	
Receipts	\$	28,930.64	
Disbursements Out	\$	(51,503.30)	
Balance			\$ 8,616,129.39
Effective Yield: 4.09% Monthly			

Colo Trust (Reserve Account)

Beginning Balance	\$	91,228.23	
Receipts	\$	306.83	
Disbursements Out	\$	-	
Balance			\$ 91,535.06
Effective Yield:4.09% Monthly			

C Safe

Beginning Balance	\$	9,445,948.12	
Receipts	\$	29,894.60	
Disbursements Out	\$	(2,000,000.00)	
Balance			\$ 7,475,842.72
Effective Yield: 4.13% Monthly			

COUNTY ACCOUNTS

County Accounts Last Year 2024

County Accounts 2023

County Accounts 2022

\$ 40,444,411.40
\$ 39,799,876.14
\$ 36,812,345.19
\$ 30,560,251.05

Wells Fargo Public Nuisance

(Sheriff's Account)		
Beginning Balance	\$	16,482.19
Receipts	\$	6.50
Disbursements Out	\$	-
Balance		\$ 16,488.69
Effective Yield: .01% Monthly		

Wells Fargo 911		
(Gilpin County 911 Authority)		
Beginning Balance	\$	271,756.80
Receipts	\$	43,196.17
Disbursements Out	\$	(250.62)
Balance		\$ 314,702.35

PUBLIC TRUSTEE		
Beginning Balance	\$	1,876.62
Receipts	\$	1,016.00
Disbursements Out	\$	(309.00)
Balance		\$ 2,583.62

NON-COUNTY ACCOUNTS		\$ 333,774.66
Non-County Accounts Last Year 2024		\$ 313,107.84
Non-County Accounts 2023		\$ 352,670.19
Non-County Accounts 2022		\$ 93,877.48

Total Cash Balance		\$ 40,778,186.06
Last Year's Cash Balance 2024		\$ 40,112,983.98
Cash Balance 2023		\$ 37,165,015.38
Cash Balance 2022		\$ 30,654,128.53

Fund 9000 (WORKING FUND)

End of Day 11/30/2025

Asset		Starting Balance	Change in Balance	Ending Balance
Id	Name			
9000-00-9000	CASH ON HAND	\$1,000.00	\$0.00	\$1,000.00
9000-00-9100	WF CKING	(\$569,150.53)	(\$61,019.04)	(\$630,169.57)
9000-00-9120	WF Sweep	\$1,815,008.00	(\$202,688.00)	\$1,612,320.00
9000-00-9122	WF Investment	\$23,214,513.35	\$63,240.45	\$23,277,753.80
9000-00-9125	NUISANCE	\$16,482.19	\$6.50	\$16,488.69
9000-00-9200	COLOT GENERAL	\$8,638,702.05	(\$22,572.66)	\$8,616,129.39
9000-00-9201	COLOT RESERVE	\$91,228.23	\$306.83	\$91,535.06
9000-00-9250	CSAFE	\$9,445,948.12	(\$1,970,105.40)	\$7,475,842.72
9000-00-9350	911 AUTHORITY	\$271,756.80	\$42,945.55	\$314,702.35
9000-00-9450	PUBLIC TRUSTEE	\$1,876.62	\$707.00	\$2,583.62
	Total	\$42,927,364.83	(\$2,149,178.77)	\$40,778,186.06
Liability		Starting Balance	Change in Balance	Ending Balance
Id	Name			
9000-00-2000	FUND BALANCE	\$0.00	\$0.00	\$0.00
9000-00-2005	CHECKS PENDING	(\$1,552,874.34)	\$0.00	(\$1,552,874.34)
9000-00-2010	REFUND PENDING	\$0.00	\$0.00	\$0.00
9000-00-2112	UNDISTRIBUTED TAX	\$0.00	\$0.00	\$0.00
9000-00-2600	REDEMPTION PENDING	\$0.00	\$0.00	\$0.00
9000-00-2652	REDEMPTION PRINCIPLE	\$0.00	\$0.00	\$0.00
9000-00-2653	REDEMPTION INTEREST	\$0.00	\$0.00	\$0.00
9000-00-2660	PRE-PAYMENTS	(\$5,172.17)	(\$2,952.16)	(\$8,124.33)
9000-00-2700	BANKRUPTCY	\$0.00	\$0.00	\$0.00
9000-00-2800	CTD DEPOSIT	(\$2,910.00)	(\$480.00)	(\$3,390.00)
9000-00-2895	OVER/UNDER	\$456.69	(\$0.56)	\$456.13
9000-00-2900	DUE TO OTHER FUNDS	(\$41,366,865.01)	\$2,152,611.49	(\$39,214,253.52)
	Total	(\$42,927,364.83)	\$2,149,178.77	(\$40,778,186.06)
Revenue		Starting Balance	Change in Balance	Ending Balance
Id	Name			
	Total	\$0.00	\$0.00	\$0.00
Expense		Starting Balance	Change in Balance	Ending Balance
Id	Name			
	Total	\$0.00	\$0.00	\$0.00



RESOLUTION AUTHORIZING DISPOSITION OF ABANDONED PERSONAL PROPERTY

Agenda Item Staff Report, Board of County Commissioners

Requested by: Susie Allen, Property & Evidence Manager, Sheriff's Office

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description: The Gilpin County Sheriff's Office has in their possession firearms that were acquired in connection with closed cases over the past 40 years.

The last known owner of all of the weapons has failed to claim the weapons and the Sheriff's Office has made a diligent effort over the past 90-days to contact the last known owner of the firearms at the last known address of the owner.

The last known owner has been sent a "60-day" certified letter that has been returned addressee unknown or unclaimed or has failed to complete the necessary paperwork for the release of firearm. No other person with a legitimate claim to ownership of said firearms has come forward with documentation to prove ownership.

The firearms are abandoned personal property under C.R.S. 30-11-101(1)(i).

The Sheriff's Office would like to trade/sell the firearms to a licensed firearms dealer to purchase needed equipment.

Requested Action: Approve Resolution

Alternatives: Destroy the firearms

Fiscal Impacts: None.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.

RESOLUTION NUMBER 26-001

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN**

**RESOLUTION AUTHORIZING DISPOSITION OF ABANDONED PERSONAL
PROPERTY**

WHEREAS, the Gilpin County Sheriff has in his possession certain firearms, as more particularly described herein; and

WHEREAS, said weapons were acquired in connection with closed cases over the past 40 years and kept in the evidence room at the Gilpin County Sheriff's Office for one or more years; and

WHEREAS, the last known owner of all of the weapons herein described has failed to claim the weapons; and

WHEREAS, the Gilpin County Sheriff's Office has made a diligent effort over the past 90-days to contact the last known owner of the herein described firearms at the last known address of the owner; and

WHEREAS, the last known owner has been sent a "60-day" certified letter that has been returned addressee unknown or unclaimed and has left no forwarding address or has failed to complete the necessary paperwork for the release of firearm(s); and

WHEREAS, no other person with a legitimate claim to ownership of said firearms has come forward with documentation to prove ownership; and

WHEREAS, the firearms herein described are abandoned personal property under C.R.S. 30-11-101(1)(i); and

WHEREAS, disposition of abandoned personal property may include subsequent sale or use of the abandoned property for County purposes as the Board of County Commissioners deems to be in the best interest of the County; and

WHEREAS, it is the determination of the Board of County Commissioners that the best interest of the County dictates that the firearms described herein be sold/traded by the Gilpin County Sheriff's Office to purchase much needed equipment for the Sheriff's Office;

NOW THEREFORE, be it resolved by the Board of County Commissioners of the County of Gilpin, that pursuant to C.R.S. §30-11-101(1)(i), certain property, more particularly described in Exhibit "A" are determined to be abandoned by reason of the last known owners of said weapons having made no effort to reclaim the weapons from the Gilpin County Sheriff's Office, and that the weapons thereafter be used for public purposes in connection with law enforcement activities of the Gilpin County Sheriff's Office. The Sheriff's Office is authorized to use the monetary proceeds and / or credits in 2026 in addition to its previously appropriated budget.

THIS Resolution is effective upon adoption.

ADOPTED this _____ day of _____, 2026, by a vote of _____ to _____.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF GILPIN COUNTY

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

ACKNOWLEDGMENT

STATE OF COLORADO)
) ss
COUNTY OF GILPIN)

The foregoing Resolution was acknowledged before me this _____ day of _____, 2026
by Susan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin.

My commission expires: _____

Witness my hand and official seal.

Notary Public

EXHIBIT A

Case Number	Item Number	Description	Serial Number
11-0774	3	KSI, Model 213, 9X19 Hand Gun PAS CA - china	32039245
11-0774	5	Magazine	na
14-0401	1	Glock 26 Gen 4 Hand Gun	XKY094
15-0662	1	Taurus Model PT709 Hand Gun w/mag - made in Brazil	TGS98936
17-1389	1	Rock Island Tac 2011 Hand Gun Rock Island Armory	RIA1319744
19-0368	3	Ruger Model 10-22 Long Gun	264-35167
19-0368	4	Ruger Revolver Black Hawk	36-62240
25-0210	1	Ruger - Strum Ruger Inc, Conn. Revolver	60-61507
25-0210	2	Brown Holster	na
25-0271	4	Smith & Wesson Hand Gun	J98227
25-0332	3	Star UltraStar Pistol w/2 magazines Eibar Spain Interarms, Alexander VA	2187519

GILPIN COUNTY TRADE ACCOUNT			
CREDIT#	DATE	AMOUNT	
GILPIN CTY-GUN TRADE	5/12/2022	\$ (2,170.00)	Credit Note - Res 21-08
GILPIN CTY-TRADES	4/29/2023	\$ (1,515.00)	Credit Note - Res 23-07
GILPIN SHERIFF-TRADES	8/2/2024	\$ (1,525.00)	Credit Note - Res 24-92
GILPIN-TRADES	4/30/2025	\$ (2,080.00)	Credit Note - Res 25-28
	TOTAL CREDITS	\$ (7,290.00)	



Digital Accessibility Transition Plan Progress Update as of January 1, 2026

Agenda Item Staff Report, Board of County Commissioners

Requested by: Melanie Bleyler, Community Engagement Officer, County Manager's Office

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required?

Background/Request Description:

Requested Action:

Alternatives:

Fiscal Impacts: .

Legal Impacts: .

Environmental Impacts: .

Human Resources Impacts: .

Grant-Related? .

Gilpin County Digital Accessibility Transition Plan Update January 1, 2026

Initial version adopted by the Gilpin County Board of County Commissioners on June 25, 2024.
Updated with progress made January 5, 2025.

Accessibility Standards

Our ongoing technology accessibility efforts rely on the technical standards provided by:

- [8 CCR 1501-11 Rules Establishing Technology Accessibility Standards](#)
- World Wide Web Consortium (W3C) [Web Content Accessibility Guidelines \(WCAG\) 2.1](#) Level AA or higher
- [Section 508 of the U.S. Rehabilitation Act of 1973, Chapter 4](#)

Accessibility Maturity

Gilpin County is at the following accessibility maturity level as of January 5, 2025.

Check One	Stage	Criteria
	Inactive	No awareness and recognition of need. At this stage organizations are inventorying their technology, have begun to make investments, etc
	Launch	Recognized need organization-wide. Planning initiated, but activities not well organized.
X	Integrate	Roadmap including timeline is in place, overall organizational approach defined and well organized.
	Optimize	Incorporated into the whole organization, consistently evaluated, and actions taken on assessment outcomes.

Progress Since our Last Update

We've continued to make progress since last quarter despite staff shortages.

Progress includes:

- Onboarded new staff on how to create accessible documents and emails.
- Trained new website editors on how to create accessible web pages.
- Continued to remediate new digital documents.

- Updated and reminded social media managers regarding social media accessibility.

Challenges include:

- Limited budget for our program: \$100,000
- One administrative FTE manages the website, documentation, procurement, contract and vendor management, communications, and other duties.

Website, GilpinCounty.Colorado.gov

The county identified approximately 152 public-facing web pages as of 6/30/2024. The number of web pages identified increased to 183 as of 3/24/2025. The page count has since decreased to 171 as of 7/1/2025 and increased to 177 as of 10/1/2025. All of these pages have been remediated by staff to the best of their ability. Our third-party contractor, Perspective Tester, is further remediating these pages based on a manual audit of the pages.

Documents on GilpinCounty.Colorado.gov

The county identified approximately 583 public-facing documents as of 12/26/2024. The number of public-facing documents decreased to 392 as of 3/24/2025. It has further decreased to 316 as of 7/1/2025. The number has increased to 371 as of 1/5/2026

- Number of website documents remediated: 369
- Number of documents remaining on website that need remediation: 2

How We are Implementing Accessibility

Gilpin County is committed to equitable access to services for all residents, including the 23% of Coloradans with one or more functional disabilities. In compliance with state and federal laws such as HB21-1110 and SB23-244, we aim to provide equal access to County programs, services, and activities through accessible websites and digital platforms.

Our values guiding this work are:

- **Equity:** Reducing barriers to ensure ease of access for all.
- **Innovation:** Integrating accessibility into digital services using best practices.
- **Transparency:** Seeking community feedback and communicating progress.
- **Education:** Training staff and promoting a culture of inclusivity.
- **Sustainability:** Investing in long-term, proactive accessibility solutions.

This plan outlines our strategic approach to enhancing digital accessibility across County platforms.

Plan Implementation

Maturity Levels

Tasks are categorized as:

- **Planned:** No policies or resources assigned.
- **Resourced:** Policies in place with staff and resources assigned.
- **Complete:** Task finished with ongoing validation and tracking.

Key Definitions

Information and Communications Technology (ICT): Systems and equipment used for electronic data creation, storage, and communication, including computers, websites, applications, videos, and documents.

Web Content Accessibility Guidelines (WCAG): A set of guidelines published by the World Wide Web Consortium (W3C) that outlines certain standards for web content accessibility. These guidelines are internationally recognized and address common accessibility barriers such as keyboard navigation, color contrast, and semantic HTML markup for use by screen readers. State and Federal law requires that all counties in Colorado adhere to the latest WCAG standards at Level AA as defined.

Strategic Goals and Major Tasks

Accessibility Statement and Public Communications

- **Complete:** Published accessibility statement and feedback mechanism on the County website (July 2024). [Accessibility Statement](#).
- **Complete:** Survey distributed for public feedback on accessibility (August 2024).
- **Complete:** Communications Plan drafted with digital accessibility considerations (April 2025).

Governance & Roles

- **Complete:** Digital Content Committee formed to guide accessibility initiatives (December 2024).
- **Complete:** Digital Content Policy developed to include digital accessibility procedures, website and social media policies (November 2024).
- **Complete:** Digital Accessibility Coordinators identified and trained (January 2025).
- **Complete:** Exemption process defined and implemented (April 2025)
- **Complete:** Tools identified to track digital accessibility issues (March 2025)

Evaluation and Remediation

- **Complete:** Procured PDF remediation software (April 2024 and January 2025).

- **Complete:** Conducted initial third-party audit of the County website and corrected major failure points (April 2024).
- **Complete:** Developed a comprehensive inventory of County web pages and documents (July 2024).
- **Complete:** Maintenance timeline and automated scanning service established (March 2025).
- **Complete:** Procured vendor to provide a second third-party audit of the County website and provide remediation services (April 2025).
- **Complete:** Removed or remediated all documents on the website with the exception of Planning documents (June 2025).
- **Complete:** Remediate the remaining Planning documents on the website (October 2025).
- **Complete:** Developed comprehensive ICT inventory (October 2025) and planning full remediation or removal of non-compliant ICT (December 2025).

We prioritize the order to address technology assets by Community Impact and Strategic impact. Community Impact includes considerations of user impact, usage metrics, and the importance of the technology asset to accessing our programs, services, and activities. Strategic Impact includes considerations of legal requirements, the type of program or service that the technology asset supports, and our plans for continuing / sunseting / replacing / expanding the technology asset or the program in the future.

- Group 1: High Community Impact + High Strategic Impact = Test/remediate first.
- Group 2: High Community Impact + Low Strategic Impact = Test/remediate next. Plan accommodations first.
- Group 3: Low Community Impact + High Strategic Impact = Test/remediate after Group 2. Plan accommodations next.
- Group 4: Low Community Impact + Low Strategic Impact = Test/remediate last. Put accommodations in place last.

Skills and Training

- **Complete:** Online training programs procured and launched for staff creating public-facing content (March 2025).
- **Complete:** In-house repository of digital accessibility resources created (March 2025).
- **Complete:** Conducted four Word for Accessibility trainings for internal staff (May to June 2025).
- **Complete:** Onboarding training for new hires (October 2025).

Compliance Reporting

- **Complete:** Initial plan drafted (June 2024); quarterly updates provided in 2024-2025.
 - **Planned:** Annual updates and public reports starting in 2026.
- Procurement and Vendor Management
- **Complete:** Updated procurement and contract policies to include accessibility requirements for ICT vendors (February 2025).
 - **Complete:** Vendor outreach underway to ensure compliance by October 2025.

Exemptions

Full compliance may not be possible in limited cases due to:

- **Undue Burden:** Excessive financial or administrative impact.
- **Fundamental Alteration:** Changes that would fundamentally alter services.
- **Direct Threat:** Risks to health or safety.

When exemptions apply, the County will document reasons publicly and pursue alternative solutions.

Conclusion

Gilpin County is committed to creating an inclusive digital environment for all residents. This plan will be updated regularly to reflect progress, new standards, and community feedback. We invite ongoing input from residents, staff, and partners to ensure accessible, effective digital services for everyone.

Formal approval

Melanie Bleyler, Community Engagement Officer, January 5, 2026

Pending approval of Gilpin County Board of County Commissioners scheduled for January 13, 2026.



New Hire Introductions

Agenda Item Staff Report, Board of County Commissioners

Requested by: Chanda Johnson, HR Director, Human Resources

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description: n/a

Requested Action: n/a

Alternatives:

Fiscal Impacts: None.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.



HUTF Signature Sheet

Agenda Item Staff Report, Board of County Commissioners

Requested by: Andrew Decker, Right of Way Specialist, Public Works

Additional Presenters: John Combs

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description: Public Works is requesting the BOCC sign the Highway Users Tax Fund Signature Sheet required for submittal to the Colorado Department of Transportation. The Highway Users Tax Fund collects revenue from fuel taxes, vehicle registrations and other fees and distributes those funds to state and local jurisdictions for road maintenance and improvements.

Requested Action: Public works recommends the BOCC sign the Highway Users Tax Fund Signature Sheet.

Alternatives: The BOCC may choose not to sign the form and elect not to receive funds.

Fiscal Impacts: Yes. Year to date we have received \$697,851. We will receive one more payment for December 2025. The average monthly payment received in 2025 has been \$63,441.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.



Gilpin Co Signature Sheet

FIPS Code : 047

33.310 miles of arterial streets

111.070 miles of local streets

144.380 total miles of H.U.T. eligible streets

43.240 miles of non H.U.T. eligible streets - Maintained by others

10.840 miles of non H.U.T. eligible streets - Not maintained

This mileage is the certified total as of December 31, 2025

I declare under penalty of perjury in the second degree, and any other applicable state or federal laws, that the statements made on this document are true and complete to the best of my knowledge.

Commissioner Date

Commissioner Date

Commissioner Date

Commissioner Date

Commissioner Date

The Colorado Department of Transportation can contact the following person with questions regarding this report:

Name Phone

Submit this signed copy with your annual mileage change report to the Colorado Department of Transportation.

We are required to inform you that a penalty of perjury statement is required pursuant to section 18-8-503 C.R.S. 2005, concerning the removal of requirements that certain forms be notarized.



Law Enforcement Academy Repayment Agreement

Agenda Item Staff Report, Board of County Commissioners

Requested by: Zak Adami, Division Chief - Detentions, Sheriff's Office

Additional Presenters: Sean Wheeler - Division Chief Patrol

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description:

The Gilpin County Sheriff's Office respectfully requests that the Gilpin County Board of County Commissioners (BoCC) authorize the Board Chair to execute Law Enforcement Academy Repayment Agreements for two current Detention Officers and two recent Academy graduates.

These agreements outline Gilpin County's commitment to fund training costs for officers attending the Lakewood Police Department and Jefferson County Sheriff's Office Combined Regional Police Academy. This training certifies officers under the Colorado Peace Officer Standards and Training (POST) Board. The agreements also stipulate that if an officer leaves employment within two years of completing training, they must reimburse the County for these costs on a prorated basis over 24 months, in accordance with Colorado law.

Detention Officer positions are foundational roles with clearly defined duties and limitations. These officers do not perform patrol duties and cannot advance to supervisory roles. Their responsibilities are confined to specific tasks under the Sheriff's direction during scheduled shifts. Each Detention Officer completes a 12-week Field Training Officer (FTO) program before assuming full duties.

Upon graduating from the Academy, these officers will become POST-certified Deputies, eligible for advancement within the Detention Division and potential transfer to the Patrol Division. Academy training is invaluable; it enhances operational capability, reduces liability, and improves service quality for our community. POST Certified deputies can assume broader responsibilities and leadership roles within the Sheriff's Office.

Since 2020, the Sheriff's Office has successfully sent Detentions Officers to 10 consecutive academies. Two graduates now serve as Sergeants in Detentions, while others strengthen both the Detention (3 detentions deputies) and Patrol Divisions (8 patrol Deputies). The two Detention Officers covered by this request will be the first female cadets we have sent to the Jefferson Lakewood Combined Regional Academy. Our most recent graduates from class 25-02 have served with distinction since 2024 in Detentions.

We respectfully ask the BoCC to approve these agreements to safeguard the County's financial interests, mitigate risk, and strengthen our workforce—ultimately enhancing our ability to serve Gilpin County effectively.

Thank you for your time and consideration.

Requested Action: The Gilpin County Sheriff's Office respectfully requests that the BoCC allow the Chair to enter into this agreement.

Alternatives: We are confident that this agreement serves to protect the County's financial interests while promoting employee retention. Nonetheless, electing not to execute the agreement remains entirely within the board's discretion, and any decision will be fully honored.

Fiscal Impacts: Yes. Should the employee leave employment within two (2) years, the County could recoup some of the training costs, which is in line with current industry practices.

Legal Impacts: Yes. Ensure the agreement fits within state statutes. The agreement was reviewed in May of 2024 for a previous academy training cycle. Four agreements in total. (rest of the contracts in additional uploads)

Environmental Impacts: None.

Human Resources Impacts: Yes. This contract is best practice for this particular type of training and aids in retention. This contract has been adjusted from the previous 3-year commitment down to a 2-year commitment, which is in line with state & federal employment law. Human Resources has assisted with the revamped contract.

Grant-Related? No.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, STATE OF COLORADO**

APPROVING LAW ENFORCEMENT ACADEMY REPAYMENT AGREEMENTS

WHEREAS, all County Deputy Sheriff's must be Colorado P.O.S.T. (Peace Officer Standards and Training) certified in accordance with Colorado Law, C.R.S. 16-2.5-103(1); and

WHEREAS, successful completion of a P.O.S.T. approved Basic Academy is a prerequisite for P.O.S.T. Certification; and

WHEREAS, the training and associated required books, uniforms, supplies and equipment are costly for the county; and

WHEREAS, the Lakewood Police Department, Jefferson County Sheriff's Office Combined Regional Police Academy provides P.O.S.T. training; and

WHEREAS, Gilpin County has sent Detention Officers to the aforementioned Police Academy since 2020, all of whom have completed the academy; and

WHEREAS, the two Detention Officers, now POST-certified Deputies and graduates of Academy class 25-2, subject to this agreement, have successfully served the Sheriff's Office since 2024; and

WHEREAS, the two Detention Officers attending Academy class 26-01, subject to this agreement, will be the first female cadets the Gilpin County Sheriff's Office has sent to the Academy since 2020.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners as follows:

1. Approves the Law Enforcement Academy Repayment Agreements attached, per **Exhibits A-D** attached hereto.

ADOPTED this _____ day of _____, 2026, by a vote of _____ to _____.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, COLORADO**

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

RECORDING STICKER

RECORDING STICKER

ACKNOWLEDGEMENT

STATE OF COLORADO)

)ss.

COUNTY OF GILPIN)

Susan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin, acknowledged the foregoing Resolution before me this _____ day of _____, 2026.

Witness my hand and official seal

Notary Public

RECORDING STICKER

RECORDING STICKER

Law Enforcement Academy Repayment Agreement

This Repayment Agreement (the "Agreement") is entered into on the 27 day of June 2025 between the County of Gilpin (the "County") and Taylor Hoffman (the "Employee").

WHEREAS, the intent of this agreement is to provide for training of the Employee as a Deputy Sheriff and to specify the consideration that the Employee provides the County in return for the training. This Agreement shall not be construed in any way as an employment agreement, a guarantee of employment, or to alter the Employee's at-will status and the Employee may be dismissed at any time, with or without cause.

WHERE AS, Employee desires to be employed by Gilpin County Sheriff's Office as a Deputy Sheriff; and

WHERE AS, the training and the associated required books, uniforms, supplies and equipment are costly for the County; and

WHERE AS, the training will be conducted at the Jefferson County Sheriff's Office and the Lakewood Police Department Regional Police Academy ("Academy"); and

WHERE AS, in consideration for the County of Gilpin sponsoring and paying the costs associated with attending the Academy, Employee acknowledges that by attending the Academy, Employee will acquire skills and/or enhance his or her professional skills and/or knowledge making the Employee more marketable; and

WHERE AS, the Employee was selected based, in part, on Employee's representation that Employee would provide service to the County for at least two (2) years from the academy graduation date; and

WHERE AS, all County Deputy Sheriff's must be Colorado P.O.S.T. (Peace Officer Standards and Training) certified in accordance with Colorado law (C.R.S. 16-2.5-103(1)); and

WHERE AS, successful completion of a P.O.S.T. approved Basic Academy (the "Academy") is a prerequisite for POST certification; and

WHERE AS, federal and Colorado law authorize an employer to recover the expense of educating and training an employee under the circumstances presented in this Agreement; and

WHERE AS, Employee agrees to reimburse the County of Gilpin for the cost of such Academy training in the event that employment with the County is terminated in accordance with the terms of this Agreement.

WHEREAS, an estimate of the training cost is set forth in Exhibit " A " attached hereto and incorporated by reference.

NOW IN CONSIDERATION THEREFORE, the receipt and sufficiency of which is hereby acknowledged, the County and Employee agree:

- I. The County and the Employee hereby expressly agree that the County shall pay the training cost as defined and set forth below for the Employee to attend the Academy to achieve certification as Colorado P.O.S.T. Deputy Sheriff.
2. Employee agrees to devote full-time and best efforts to the training program and to diligently perform all assignments made in connection therewith.
3. Employee agrees that if he/she leaves employment with the County of Gilpin Sheriff's Office, the Employee will reimburse the County in accordance with this Agreement. The amount owed is reduced on a prorated share over the 24 months subsequent to the training.
4. Nothing in this Agreement shall modify Employee's at-will employment status.
5. Employee agrees to repay the County for the costs associated with the training (tuition, books, Academy uniforms, supplies and equipment, ammunition, and fees, etc.) ("Training Costs") purchased or incurred by the County for use during the Academy, as described in Attachment A, if Employee resigns or is terminated as described below:
 - a. Employee resigns from employment with the County within two (2) years of the date Employee discontinues the Academy or employment with Gilpin County for any reason other than illness or injury that permanently impacts the Employee's ability to perform the essential functions of the job of Deputy Sheriff ("Resignation"); or
 - b. Employee is terminated from employment with the County within two (2) years of Employee's first day of work after Academy graduation ("Termination").
6. Employee agrees upon Resignation or Termination in accordance with this Agreement, to return to the County of Gilpin Sheriff's Office any training materials, equipment, books, etc. in his/her possession, that may have been obtained during the Academy training program.
7. Employee further agrees that the County may deduct any reimbursement amounts outstanding from any wages or compensation owed to Employee as permitted by law.
8. The amount owed by the Employee is due in full within thirty (30) calendar days from the date of Resignation or Termination.
9. While the Employee is reimbursing the County, the Employee shall have an ongoing duty to notify the County of any change in the Employee's contact information. Such notice shall be in writing to the Sheriff and shall be made no later than fifteen (15) calendar days from the date of any such changes.
10. Payment is to be made to Gilpin County and submitted by mail attention to the Sheriff at the Gilpin County Sheriff's Office, 2960 Dory Hill Road #300, Black Hawk, CO 80422, or in person during normal business hours at 2960 Dory Hill Road, Black Hawk, CO 80422.
11. Employee understands that the County may pursue any and all other legal remedies to obtain reimbursement as necessary and consents to the County pursuing any such remedies.
12. Governmental Immunity. By executing this Agreement, the County does not in any way, limit or impair any rights, defenses or limitations applicable under the law including, but not limited to,

Article 11, Section 1 of the Colorado Constitution or pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*

13. **Non-Appropriation Clause.** Nothing in this Agreement can legally prevent the County from exercising its sole discretion to not appropriate funds each calendar year for payment of training under this Agreement. The County's performance under this Agreement is subject to such discretionary appropriation. In the event the County decides not to appropriate funds for training under this Agreement, this Agreement shall terminate.
14. **Governing Law and Venue.** This Agreement will be interpreted, construed, and enforced in all respects in accordance with the laws of the state of Colorado. Each Party irrevocably consents to the exclusive jurisdiction of the state courts of Colorado in connection with any action arising under this Agreement. Venue shall be in Gilpin County, Colorado.
15. **Construction and Severability.** Each Party acknowledges that the provisions of the Agreement were negotiated to reflect an informed, voluntary allocation between them of all the risks (both known and unknown) associated with the transactions contemplated hereunder. Further, all provisions are inserted conditionally on their being valid in law. In the event that any provision of the Agreement conflicts with the law under which the Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the Parties to the Agreement, (i) such provision will be restated to reflect as nearly as possible the original intentions of the Parties in accordance with applicable law; and (ii) the remaining terms, provisions, covenants, and restrictions of the Agreement will remain in full force and effect.
16. **Non-Waiver.** The failure of either Party to insist upon or enforce strict performance by the other Party of any provision of the Agreement or to exercise any right under the Agreement will not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision or right in that or any other instance; rather the same will be and remain in full force and effect.
17. **Survival.** Any obligations which expressly or by their nature are to continue after termination, cancellation, or expiration of the Agreement shall survive and remain in effect after such happening.
18. **Remedies - Cumulative Rights.** Except as otherwise specified, the rights and remedies granted to a Party under the Agreement are cumulative and in addition to, not in lieu of, any other rights and remedies which the Party may possess at law or in equity.
19. **Amendment.** No change, amendment, or modification of any provision of the Agreement will be valid unless set forth in a written instrument signed by both Parties.
20. **Headings.** The captions and headings used in this Agreement are inserted for convenience only and will not affect the meaning or interpretation of the Agreement.
21. **Counterparts.** The Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. An electronically scanned and transmitted copy (via e-mail or other similar transmission method) or a facsimile copy shall be sufficient if the signatures of the signing parties are clearly visible.

22. Entire Agreement. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and it may not be changed orally but only by a written agreement signed by all of the parties hereto.
23. No Third-Party Beneficiaries. Nothing contained in the Agreement shall create a contractual relationship between either Party with anyone who is not a party to the Agreement, or a cause of action against either Party in favor of anyone who is not a party to the Agreement or rights in any third party.
24. Attorneys' Fees. If either Party shall commence any action or proceeding against the other Party in order to enforce the provisions hereof, or to recover damages as the result of the alleged breach of any of the provisions hereof, the prevailing Party therein shall be entitled to recover all reasonable costs incurred in connection therewith, including, but not limited to, reasonable attorneys' fees.
25. Joint Drafting. The parties hereto expressly agree that this Agreement was jointly drafted and/or reviewed, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party but shall be construed in a neutral manner.
26. By signing below, you: (a) acknowledge that you have read and understand this agreement and (b) understand that it is a legally binding document that may affect your legal rights. The County of Gilpin County Board of County Commissioners, in its sole discretion, can elect not to exercise some or all provisions contained herein.

Board of County Commissioners

Board of County Commissioners Chair

Date

Gilpin County Sheriff

Date

Taylor Hoffman
Employee Signature

6/27/25
Date

Taylor Hoffman
Employee Printed Name

Sworn before me this date: _____

Notary Public

My commission expires: _____

Attachment A
Training Costs

Tuition, includes Academy fees, book, Academy uniforms, supplies, equipment	\$8,500.00
Ammunition	\$800.00
Total	\$9,300

Law Enforcement Academy Repayment Agreement

This Repayment Agreement (the "Agreement") is entered into on the 29th day of June 2025 between the County of Gilpin (the "County") and Kyle O'Brien (the "Employee").

WHEREAS, the intent of this agreement is to provide for training of the Employee as a Deputy Sheriff and to specify the consideration that the Employee provides the County in return for the training. This Agreement shall not be construed in any way as an employment agreement, a guarantee of employment, or to alter the Employee's at-will status and the Employee may be dismissed at any time, with or without cause.

WHERE AS, Employee desires to be employed by Gilpin County Sheriff's Office as a Deputy Sheriff; and

WHERE AS, the training and the associated required books, uniforms, supplies and equipment are costly for the County; and

WHERE AS, the training will be conducted at the Jefferson County Sheriff's Office and the Lakewood Police Department Regional Police Academy ("Academy"); and

WHERE AS, in consideration for the County of Gilpin sponsoring and paying the costs associated with attending the Academy, Employee acknowledges that by attending the Academy, Employee will acquire skills and/or enhance his or her professional skills and/or knowledge making the Employee more marketable; and

WHERE AS, the Employee was selected based, in part, on Employee's representation that Employee would provide service to the County for at least two (2) years from the academy graduation date; and

WHERE AS, all County Deputy Sheriffs must be Colorado P.O.S.T. (Peace Officer Standards and Training) certified in accordance with Colorado law (C.R.S. 16-2.5-103(1)); and

WHERE AS, successful completion of a P.O.S.T. approved Basic Academy (the "Academy") is a prerequisite for POST certification; and

WHERE AS, federal and Colorado law authorize an employer to recover the expense of educating and training an employee under the circumstances presented in this Agreement; and

WHERE AS, Employee agrees to reimburse the County of Gilpin for the cost of such Academy training in the event that employment with the County is terminated in accordance with the terms of this Agreement.

WHEREAS, an estimate of the training cost is set forth in Exhibit "A" attached hereto and incorporated by reference.

NOW IN CONSIDERATION THEREFORE, the receipt and sufficiency of which is hereby acknowledged, the County and Employee agree:

- I. The County and the Employee hereby expressly agree that the County shall pay the training cost as defined and set forth below for the Employee to attend the Academy to achieve certification as Colorado P.O.S.T. Deputy Sheriff.
2. Employee agrees to devote full-time and best efforts to the training program and to diligently perform all assignments made in connection therewith.
3. Employee agrees that if he/she leaves employment with the County of Gilpin Sheriff's Office, the Employee will reimburse the County in accordance with this Agreement. The amount owed is reduced on a prorated share over the 24 months subsequent to the training.
4. Nothing in this Agreement shall modify Employee's at-will employment status.
5. Employee agrees to repay the County for the costs associated with the training (tuition, books, Academy uniforms, supplies and equipment, ammunition, and fees, etc.) ("Training Costs") purchased or incurred by the County for use during the Academy, as described in Attachment A, if Employee resigns or is terminated as described below:
 - a. Employee resigns from employment with the County within two (2) years of the date Employee discontinues the Academy or employment with Gilpin County for any reason other than illness or injury that permanently impacts the Employee's ability to perform the essential functions of the job of Deputy Sheriff ("Resignation"); or
 - b. Employee is terminated from employment with the County within two (2) years of Employee's first day of work after Academy graduation ("Termination").
6. Employee agrees upon Resignation or Termination in accordance with this Agreement, to return to the County of Gilpin Sheriff's Office any training materials, equipment, books, etc. in his/her possession, that may have been obtained during the Academy training program.
7. Employee further agrees that the County may deduct any reimbursement amounts outstanding from any wages or compensation owed to Employee as permitted by law.
8. The amount owed by the Employee is due in full within thirty (30) calendar days from the date of Resignation or Termination.
9. While the Employee is reimbursing the County, the Employee shall have an ongoing duty to notify the County of any change in the Employee's contact information. Such notice shall be in writing to the Sheriff and shall be made no later than fifteen (15) calendar days from the date of any such changes.
10. Payment is to be made to Gilpin County and submitted by mail attention to the Sheriff at the Gilpin County Sheriff's Office, 2960 Dory Hill Road #300, Black Hawk, CO 80422, or in person during normal business hours at 2960 Dory Hill Road, Black Hawk, CO 80422.
11. Employee understands that the County may pursue any and all other legal remedies to obtain reimbursement as necessary and consents to the County pursuing any such remedies.
12. Governmental Immunity. By executing this Agreement, the County does not in any way, limit or impair any rights, defenses or limitations applicable under the law including, but not limited to,

Article 11, Section 1 of the Colorado Constitution or pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*

13. Non-Appropriation Clause. Nothing in this Agreement can legally prevent the County from exercising its sole discretion to not appropriate funds each calendar year for payment of training under this Agreement. The County's performance under this Agreement is subject to such discretionary appropriation. In the event the County decides not to appropriate funds for training under this Agreement, this Agreement shall terminate.
14. Governing Law and Venue. This Agreement will be interpreted, construed, and enforced in all respects in accordance with the laws of the state of Colorado. Each Party irrevocably consents to the exclusive jurisdiction of the state courts of Colorado in connection with any action arising under this Agreement. Venue shall be in Gilpin County, Colorado.
15. Construction and Severability. Each Party acknowledges that the provisions of the Agreement were negotiated to reflect an informed, voluntary allocation between them of all the risks (both known and unknown) associated with the transactions contemplated hereunder. Further, all provisions are inserted conditionally on their being valid in law. In the event that any provision of the Agreement conflicts with the law under which the Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the Parties to the Agreement, (i) such provision will be restated to reflect as nearly as possible the original intentions of the Parties in accordance with applicable law; and (ii) the remaining terms, provisions, covenants, and restrictions of the Agreement will remain in full force and effect.
16. Non-Waiver. The failure of either Party to insist upon or enforce strict performance by the other Party of any provision of the Agreement or to exercise any right under the Agreement will not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision or right in that or any other instance; rather the same will be and remain in full force and effect.
17. Survival. Any obligations which expressly or by their nature are to continue after termination, cancellation, or expiration of the Agreement shall survive and remain in effect after such happening.
18. Remedies - Cumulative Rights. Except as otherwise specified, the rights and remedies granted to a Party under the Agreement are cumulative and in addition to, not in lieu of, any other rights and remedies which the Party may possess at law or in equity.
19. Amendment. No change, amendment, or modification of any provision of the Agreement will be valid unless set forth in a written instrument signed by both Parties.
20. Headings. The captions and headings used in this Agreement are inserted for convenience only and will not affect the meaning or interpretation of the Agreement.
21. Counterparts. The Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. An electronically scanned and transmitted copy (via e-mail or other similar transmission method) or a facsimile copy shall be sufficient if the signatures of the signing parties are clearly visible.

22. Entire Agreement. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and it may not be changed orally but only by a written agreement signed by all of the parties hereto.
23. No Third-Party Beneficiaries. Nothing contained in the Agreement shall create a contractual relationship between either Party with anyone who is not a party to the Agreement, or a cause of action against either Party in favor of anyone who is not a party to the Agreement or rights in any third party.
24. Attorneys' Fees. If either Party shall commence any action or proceeding against the other Party in order to enforce the provisions hereof, or to recover damages as the result of the alleged breach of any of the provisions hereof, the prevailing Party therein shall be entitled to recover all reasonable costs incurred in connection therewith, including, but not limited to, reasonable attorneys' fees.
25. Joint Drafting. The parties hereto expressly agree that this Agreement was jointly drafted and/or reviewed, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party but shall be construed in a neutral manner.
26. By signing below, you: (a) acknowledge that you have read and understand this agreement and (b) understand that it is a legally binding document that may affect your legal rights. The County of Gilpin County Board of County Commissioners, in its sole discretion, can elect not to exercise some or all provisions contained herein.

Board of County Commissioners

Board of County Commissioners Chair

Date

Gilpin County Sheriff

Date

Kyle O'Brien 6/25
Employee Signature

6/29/25
Date

Kyle O'Brien
Employee Printed Name

Sworn before me this date: _____

Notary Public

My commission expires: _____

Law Enforcement Academy Repayment Agreement

This Repayment Agreement (the "Agreement") is entered into on the ____ day of _____

20__ between the County of Gilpin (the "County") and _____ (the "Employee").

WHEREAS, the intent of this agreement is to provide for training of the Employee as a Deputy Sheriff and to specify the consideration that the Employee provides the County in return for the training. This Agreement shall not be construed in any way as an employment agreement, a guarantee of employment, or to alter the Employee's at-will status and the Employee may be dismissed at any time, with or without cause.

WHERE AS, Employee desires to be employed by Gilpin County Sheriff's Office as a Deputy Sheriff; and

WHERE AS, the training and the associated required books, uniforms, supplies and equipment are costly for the County; and

WHERE AS, the training will be conducted at the Jefferson County Sheriff's Office and the Lakewood Police Department Regional Police Academy ("Academy"); and

WHERE AS, in consideration for the County of Gilpin sponsoring and paying the costs associated with attending the Academy, Employee acknowledges that by attending the Academy, Employee will acquire skills and/or enhance his or her professional skills and/or knowledge making the Employee more marketable; and

WHERE AS, the Employee was selected based, in part, on Employee's representation that Employee would provide service to the County for at least two (2) years from the academy graduation date; and

WHERE AS, all County Deputy Sheriff's must be Colorado P.O.S.T. (Peace Officer Standards and Training) certified in accordance with Colorado law (C.R.S. 16-2.5-103(1)); and

WHERE AS, successful completion of a P.O.S.T. approved Basic Academy (the "Academy") is a prerequisite for POST certification; and

WHERE AS, federal and Colorado law authorize an employer to recover the expense of educating and training an employee under the circumstances presented in this Agreement; and

WHERE AS, Employee agrees to reimburse the County of Gilpin for the cost of such Academy training in the event that employment with the County is terminated in accordance with the terms of this Agreement.

WHEREAS, an estimate of the training cost is set forth in Exhibit " A " attached hereto and incorporated by reference.

NOW IN CONSIDERATION THEREFORE, the receipt and sufficiency of which is hereby acknowledged, the County and Employee agree:

1. The County and the Employee hereby expressly agree that the County shall pay the training cost as defined and set forth below for the Employee to attend the Academy to achieve certification as Colorado P.O.S.T. Deputy Sheriff.
2. Employee agrees to devote full-time and best efforts to the training program and to diligently perform all assignments made in connection therewith.
3. Employee agrees that if he/she leaves employment with the County of Gilpin Sheriff's Office, the Employee will reimburse the County in accordance with this Agreement. The amount owed is reduced on a prorated share over the 24 months subsequent to the training.
4. Nothing in this Agreement shall modify Employee's at-will employment status.
5. Employee agrees to repay the County for the costs associated with the training (tuition, books, Academy uniforms, supplies and equipment, ammunition, and fees, etc.) ("Training Costs") purchased or incurred by the County for use during the Academy, as described in Attachment A, if Employee resigns or is terminated as described below:
 - a. Employee resigns from employment with the County within two (2) years of the date Employee discontinues the Academy or employment with Gilpin County for any reason other than illness or injury that permanently impacts the Employee's ability to perform the essential functions of the job of Deputy Sheriff ("Resignation"); or
 - b. Employee is terminated from employment with the County within two (2) years of Employee's first day of work after Academy graduation ("Termination").
6. Employee agrees upon Resignation or Termination in accordance with this Agreement, to return to the County of Gilpin Sheriff's Office any training materials, equipment, books, etc. in his/her possession, that may have been obtained during the Academy training program.
7. Employee further agrees that the County may deduct any reimbursement amounts outstanding from any wages or compensation owed to Employee as permitted by law.
8. The amount owed by the Employee is due in full within thirty (30) calendar days from the date of Resignation or Termination.
9. While the Employee is reimbursing the County, the Employee shall have an ongoing duty to notify the County of any change in the Employee's contact information. Such notice shall be in writing to the Sheriff and shall be made no later than fifteen (15) calendar days from the date of any such changes.
10. Payment is to be made to Gilpin County and submitted by mail attention to the Sheriff at the Gilpin County Sheriff's Office, 2960 Dory Hill Road #300, Black Hawk, CO 80422, or in person during normal business hours at 2960 Dory Hill Road, Black Hawk, CO 80422.
11. Employee understands that the County may pursue any and all other legal remedies to obtain reimbursement as necessary and consents to the County pursuing any such remedies.
12. Governmental Immunity. By executing this Agreement, the County does not in any way, limit or impair any rights, defenses or limitations applicable under the law including, but not limited to,

Article 1 I, Section 1 of the Colorado Constitution or pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*

13. **Non-Appropriation Clause.** Nothing in this Agreement can legally prevent the County from exercising its sole discretion to not appropriate funds each calendar year for payment of training under this Agreement. The County's performance under this Agreement is subject to such discretionary appropriation. In the event the County decides not to appropriate funds for training under this Agreement, this Agreement shall terminate.
14. **Governing Law and Venue.** This Agreement will be interpreted, construed, and enforced in all respects in accordance with the laws of the state of Colorado. Each Party irrevocably consents to the exclusive jurisdiction of the state courts of Colorado in connection with any action arising under this Agreement. Venue shall be in Gilpin County, Colorado.
15. **Construction and Severability.** Each Party acknowledges that the provisions of the Agreement were negotiated to reflect an informed, voluntary allocation between them of all the risks (both known and unknown) associated with the transactions contemplated hereunder. Further, all provisions are inserted conditionally on their being valid in law. In the event that any provision of the Agreement conflicts with the law under which the Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the Parties to the Agreement, (i) such provision will be restated to reflect as nearly as possible the original intentions of the Parties in accordance with applicable law; and (ii) the remaining terms, provisions, covenants, and restrictions of the Agreement will remain in full force and effect.
16. **Non-Waiver.** The failure of either Party to insist upon or enforce strict performance by the other Party of any provision of the Agreement or to exercise any right under the Agreement will not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision or right in that or any other instance; rather the same will be and remain in full force and effect.
17. **Survival.** Any obligations which expressly or by their nature are to continue after termination, cancellation, or expiration of the Agreement shall survive and remain in effect after such happening.
18. **Remedies - Cumulative Rights.** Except as otherwise specified, the rights and remedies granted to a Party under the Agreement are cumulative and in addition to, not in lieu of, any other rights and remedies which the Party may possess at law or in equity.
19. **Amendment.** No change, amendment, or modification of any provision of the Agreement will be valid unless set forth in a written instrument signed by both Parties.
20. **Headings.** The captions and headings used in this Agreement are inserted for convenience only and will not affect the meaning or interpretation of the Agreement.
21. **Counterparts.** The Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. An electronically scanned and transmitted copy (via e-mail or other similar transmission method) or a facsimile copy shall be sufficient if the signatures of the signing parties are clearly visible.

22. Entire Agreement. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and it may not be changed orally but only by a written agreement signed by all of the parties hereto.
23. No Third-Party Beneficiaries. Nothing contained in the Agreement shall create a contractual relationship between either Party with anyone who is not a party to the Agreement, or a cause of action against either Party in favor of anyone who is not a party to the Agreement or rights in any third party.
24. Attorneys' Fees. If either Party shall commence any action or proceeding against the other Party in order to enforce the provisions hereof, or to recover damages as the result of the alleged breach of any of the provisions hereof, the prevailing Party therein shall be entitled to recover all reasonable costs incurred in connection therewith, including, but not limited to, reasonable attorneys' fees.
25. Joint Drafting. The parties hereto expressly agree that this Agreement was jointly drafted and/or reviewed, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party but shall be construed in a neutral manner.
26. By signing below, you: (a) acknowledge that you have read and understand this agreement and (b) understand that it is a legally binding document that may affect your legal rights. The County of Gilpin County Board of County Commissioners, in its sole discretion, can elect not to exercise some or all provisions contained herein.


Board of County Commissioners

Board of County Commissioners Chair

Date

Gilpin County Sheriff

Date


Employee Signature

12/10/25
Date

CATHERINE DAVID
Employee Printed Name

Sworn before me this date: _____

Notary Public

My commission expires: _____

Attachment A
Training Costs

Tuition, includes Academy fees, book, Academy uniforms, supplies, equipment	\$9,500.00
Ammunition	\$800.00
Total	\$10,300.00

Law Enforcement Academy Repayment Agreement

This Repayment Agreement (the "Agreement") is entered into on the 12 day of December 2025 between the County of Gilpin (the "County") and Katrina Pattridge (the "Employee").

WHEREAS, the intent of this agreement is to provide for training of the Employee as a Deputy Sheriff and to specify the consideration that the Employee provides the County in return for the training. This Agreement shall not be construed in any way as an employment agreement, a guarantee of employment, or to alter the Employee's at-will status and the Employee may be dismissed at any time, with or without cause.

WHERE AS, Employee desires to be employed by Gilpin County Sheriff's Office as a Deputy Sheriff; and

WHERE AS, the training and the associated required books, uniforms, supplies and equipment are costly for the County; and

WHERE AS, the training will be conducted at the Jefferson County Sheriff's Office and the Lakewood Police Department Regional Police Academy ("Academy"); and

WHERE AS, in consideration for the County of Gilpin sponsoring and paying the costs associated with attending the Academy, Employee acknowledges that by attending the Academy, Employee will acquire skills and/or enhance his or her professional skills and/or knowledge making the Employee more marketable; and

WHERE AS, the Employee was selected based, in part, on Employee's representation that Employee would provide service to the County for at least two (2) years from the academy graduation date; and

WHERE AS, all County Deputy Sheriff's must be Colorado P.O.S.T. (Peace Officer Standards and Training) certified in accordance with Colorado law (C.R.S. 16-2.5-103(1)); and

WHERE AS, successful completion of a P.O.S.T. approved Basic Academy (the "Academy") is a prerequisite for POST certification; and

WHERE AS, federal and Colorado law authorize an employer to recover the expense of educating and training an employee under the circumstances presented in this Agreement; and

WHERE AS, Employee agrees to reimburse the County of Gilpin for the cost of such Academy training in the event that employment with the County is terminated in accordance with the terms of this Agreement.

WHEREAS, an estimate of the training cost is set forth in Exhibit " A" attached hereto and incorporated by reference.

NOW IN CONSIDERATION THEREFORE, the receipt and sufficiency of which is hereby acknowledged, the County and Employee agree:

- I. The County and the Employee hereby expressly agree that the County shall pay the training cost as defined and set forth below for the Employee to attend the Academy to achieve certification as Colorado P.O.S.T. Deputy Sheriff.
2. Employee agrees to devote full-time and best efforts to the training program and to diligently perform all assignments made in connection therewith.
3. Employee agrees that if he/she leaves employment with the County of Gilpin Sheriff's Office, the Employee will reimburse the County in accordance with this Agreement. The amount owed is reduced on a prorated share over the 24 months subsequent to the training.
4. Nothing in this Agreement shall modify Employee's at-will employment status.
5. Employee agrees to repay the County for the costs associated with the training (tuition, books, Academy uniforms, supplies and equipment, ammunition, and fees, etc.) ("Training Costs") purchased or incurred by the County for use during the Academy, as described in Attachment A, if Employee resigns or is terminated as described below:
 - a. Employee resigns from employment with the County within two (2) years of the date Employee discontinues the Academy or employment with Gilpin County for any reason other than illness or injury that permanently impacts the Employee's ability to perform the essential functions of the job of Deputy Sheriff ("Resignation"); or
 - b. Employee is terminated from employment with the County within two (2) years of Employee's first day of work after Academy graduation ("Termination").
6. Employee agrees upon Resignation or Termination in accordance with this Agreement, to return to the County of Gilpin Sheriff's Office any training materials, equipment, books, etc. in his/her possession, that may have been obtained during the Academy training program.
7. Employee further agrees that the County may deduct any reimbursement amounts outstanding from any wages or compensation owed to Employee as permitted by law.
8. The amount owed by the Employee is due in full within thirty (30) calendar days from the date of Resignation or Termination.
9. While the Employee is reimbursing the County, the Employee shall have an ongoing duty to notify the County of any change in the Employee's contact information. Such notice shall be in writing to the Sheriff and shall be made no later than fifteen (15) calendar days from the date of any such changes.
10. Payment is to be made to Gilpin County and submitted by mail attention to the Sheriff at the Gilpin County Sheriff's Office, 2960 Dory Hill Road #300, Black Hawk, CO 80422, or in person during normal business hours at 2960 Dory Hill Road, Black Hawk, CO 80422.
11. Employee understands that the County may pursue any and all other legal remedies to obtain reimbursement as necessary and consents to the County pursuing any such remedies.
12. Governmental Immunity. By executing this Agreement, the County does not in any way, limit or impair any rights, defenses or limitations applicable under the law including, but not limited to,

Article 11, Section 1 of the Colorado Constitution or pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*

13. **Non-Appropriation Clause.** Nothing in this Agreement can legally prevent the County from exercising its sole discretion to not appropriate funds each calendar year for payment of training under this Agreement. The County's performance under this Agreement is subject to such discretionary appropriation. In the event the County decides not to appropriate funds for training under this Agreement, this Agreement shall terminate.
14. **Governing Law and Venue.** This Agreement will be interpreted, construed, and enforced in all respects in accordance with the laws of the state of Colorado. Each Party irrevocably consents to the exclusive jurisdiction of the state courts of Colorado in connection with any action arising under this Agreement. Venue shall be in Gilpin County, Colorado.
15. **Construction and Severability.** Each Party acknowledges that the provisions of the Agreement were negotiated to reflect an informed, voluntary allocation between them of all the risks (both known and unknown) associated with the transactions contemplated hereunder. Further, all provisions are inserted conditionally on their being valid in law. In the event that any provision of the Agreement conflicts with the law under which the Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the Parties to the Agreement, (i) such provision will be restated to reflect as nearly as possible the original intentions of the Parties in accordance with applicable law; and (ii) the remaining terms, provisions, covenants, and restrictions of the Agreement will remain in full force and effect.
16. **Non-Waiver.** The failure of either Party to insist upon or enforce strict performance by the other Party of any provision of the Agreement or to exercise any right under the Agreement will not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision or right in that or any other instance; rather the same will be and remain in full force and effect.
17. **Survival.** Any obligations which expressly or by their nature are to continue after termination, cancellation, or expiration of the Agreement shall survive and remain in effect after such happening.
18. **Remedies - Cumulative Rights.** Except as otherwise specified, the rights and remedies granted to a Party under the Agreement are cumulative and in addition to, not in lieu of, any other rights and remedies which the Party may possess at law or in equity.
19. **Amendment.** No change, amendment, or modification of any provision of the Agreement will be valid unless set forth in a written instrument signed by both Parties.
20. **Headings.** The captions and headings used in this Agreement are inserted for convenience only and will not affect the meaning or interpretation of the Agreement.
21. **Counterparts.** The Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. An electronically scanned and transmitted copy (via e-mail or other similar transmission method) or a facsimile copy shall be sufficient if the signatures of the signing parties are clearly visible.

22. Entire Agreement. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and it may not be changed orally but only by a written agreement signed by all of the parties hereto.
23. No Third-Party Beneficiaries. Nothing contained in the Agreement shall create a contractual relationship between either Party with anyone who is not a party to the Agreement, or a cause of action against either Party in favor of anyone who is not a party to the Agreement or rights in any third party.
24. Attorneys' Fees. If either Party shall commence any action or proceeding against the other Party in order to enforce the provisions hereof, or to recover damages as the result of the alleged breach of any of the provisions hereof, the prevailing Party therein shall be entitled to recover all reasonable costs incurred in connection therewith, including, but not limited to, reasonable attorneys' fees.
25. Joint Drafting. The parties hereto expressly agree that this Agreement was jointly drafted and/or reviewed, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party but shall be construed in a neutral manner.
26. By signing below, you: (a) acknowledge that you have read and understand this agreement and (b) understand that it is a legally binding document that may affect your legal rights. The County of Gilpin County Board of County Commissioners, in its sole discretion, can elect not to exercise some or all provisions contained herein.

Board of County Commissioners

Board of County Commissioners Chair

Date

Gilpin County Sheriff

Date

Katrina N. Pattridge
Employee Signature

12/12/2025
Date

Katrina N. Pattridge
Employee Printed Name

Sworn before me this date: _____

Notary Public

My commission expires: _____

Attachment A
Training Costs

Tuition, includes Academy fees, book, Academy uniforms, supplies, equipment	\$9,500.00
Ammunition	\$800.00
Total	\$10,300.00



2024 Code Adoptions

Agenda Item Staff Report, Board of County Commissioners

Requested by: Jamie Boyle, Director of Community Development, Community Development

Additional Presenters: Kyle Parag, CAA - Chief Building Official

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description: Staff are requesting adoption of the following 2024 Code editions, amended for Gilpin County:

- International Building Code
- International Residential Code
- International Mechanical Code
- International Property Maintenance Code
- International Existing Building Code
- International Energy Conservation Code
- International Swimming Pool and Spa Code
- International Wildland-Urban Interface Code
- International Fire Code

And adoption of the following 2023 Code editions, amended for Gilpin County:

- The National Electric Code
- Colorado Fuel Gas Code
- Colorado Plumbing Code
- Colorado Model Electric Ready and Solar Ready Code

And adoption of the following Code:

- The Colorado Wildfire Resiliency Code

See Resolution 26-005 and Exhibit A for more details regarding the amendments

Requested Action: Approve the Resolution

Alternatives: Do not approve the Resolution; Maintain existing 2018 Code set

Fiscal Impacts: None.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.

**Before the Board of County Commissioners
County of Gilpin, State of Colorado**

**A RESOLUTION ADOPTING THE 2024 EDITIONS OF THE INTERNATIONAL BUILDING CODE,
INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL
PROPERTY MAINTENANCE CODE, INTERNATIONAL EXISTING BUILDING CODE,
INTERNATIONAL ENERGY CONSERVATION CODE, INTERNATIONAL SWIMMING POOL AND SPA
CODE, INTERNATIONAL WILDLAND-URBAN INTERFACE CODE, INTERNATIONAL FIRE CODE,
THE 2023 NATIONAL ELECTRICAL CODE, COLORADO FUEL GAS CODE, COLORADO PLUMBING
CODE, COLORADO MODEL ELECTRIC READY AND SOLAR READY CODE AND THE COLORADO
WILDFIRE RESILIENCY CODE**

WHEREAS, the Gilpin County Building Official has recommended the adoption of the 2024 International Building Codes with the amendments as provided in Exhibit A; and,

WHEREAS, copies of the 2024 International Building Code, International Residential Code, International Mechanical Code, International Fire Code, International Energy Conservation Code, International Property Maintenance Code, International Existing Building Code, National Electrical Code, Colorado Plumbing Code, Colorado Fuel-Gas Code, Colorado Wildfire Resiliency Code and the Colorado Model Electric Ready and Solar Ready Code are available for public inspection and review at ICCSAFE.ORG, NFPA.ORG and COLORADO.GOV; and,

WHEREAS, pursuant to C.R.S. 30-28-201 and C.R.S. 30-28-204 the Board of County Commissioners is authorized to adopt or amend building codes from time to time after the holding of a public hearing thereon; and,

WHEREAS, upon adoption of Resolution 26-005, all previous resolutions and ordinances adopting earlier building codes and amendments are hereby repealed; and,

WHEREAS, all existing, unexpired, and active permits that were issued prior to the adoption date of resolution shall be completed under the version of the code in place at time of permit issuance; and,

WHEREAS, upon consideration of the same, the Board of County Commissioners finds that the proposed 2024 building codes are reasonable and appropriate, will promote public health, safety, and welfare, and should accordingly be adopted.

NOW THEREFORE, be it resolved by the Board of County Commissioners of Gilpin County, Colorado, that:

1. **Adoption.** The following codes are hereby adopted by reference as the Building Codes for Gilpin County: International Building Code (including appendix G), International Residential Code (including appendices BC, BE, and BO), International Mechanical Code, International Fire Code (including all appendices), International Energy Conservation Code, International Property Maintenance Code, International Existing Building Code, and International Wildland-Urban Interface Code, 2024 editions, first printings as published by the International Code Council and

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the National Electric Code, 2023 Edition, first printing as published by the National Fire Protection Association and the Colorado Plumbing Code, Colorado Fuel-Gas Code, Colorado Wildfire Resiliency Code and the Colorado Model Electric Ready and Solar Ready Code as published by the State of Colorado and subject to the amendments described in Exhibit A.

2. **Penalties.** It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of this Code. A person or entity who violates this Code may be fined in an amount not to exceed two thousand six hundred fifty (\$2650) dollars, or imprisoned for not more than ten (10) days, or suffer both fine and imprisonment, in addition to other sanctions set for in C.R.S. §§ 30-28-209 and 210, as amended. Each day that such violation continues shall be deemed a separate offense.
3. **Repealer.** That Gilpin County resolution 23-35, adopting earlier Codes, and all other ordinances and resolutions or parts of ordinances and resolution in conflict herewith are hereby repealed.
4. **Severability.** If any section, sentence, clause or phrase of this ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this resolution. The Board of County Commissioners hereby declares that it would have passed this resolution, and each section, clause or phrase hereof, irrespective of the fact that any one or more of the sections, sentences, clauses and phrases be declared unconstitutional.
5. **Permits Issued Under Previous Codes.** All existing, unexpired, and active permits that were issued prior to the adoption of this code shall be completed under the version of the code in place at the time of permit issuance.
6. **Effective Date.** Upon adoption by the Board of County Commissioners this resolution shall be effective April 1, 2026.

ADOPTED this _____ day of _____, 2026, by a vote of _____ to _____.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, COLORADO**

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

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ACKNOWLEDGEMENT

STATE OF COLORADO)

)ss.

COUNTY OF GILPIN)

Susan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin, acknowledged the foregoing Resolution before me this _____ day of _____, 2026.

Witness my hand and official seal

Notary Public

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Revised IWUIC Section 105 – Defensible Space Permit Language

To: Board of County Commissioners

From: Jamie Boyle, Director of Community Development

Meeting Date: January 13, 2026

Summary of Revisions

Staff and the Chief Building Official have made **targeted revisions** to the proposed IWUIC Section 105 language in response to feedback received from the Board of County Commissioners and the Timberline Fire Protection District since the presentation of the draft.

The revised resolution language aims to achieve the following:

1. **Administrative Flexibility**

The revised language authorizes **either the County or the Fire Code Official** to administer the Defensible Space Permit program. This reflects the current operational plan—County administration with inspections performed by Timberline Fire Protection District—while preserving flexibility to adjust roles in the future if circumstances or capacity change.

2. **Program Flexibility (Voluntary vs. Mandatory)**

The conveyance provision has been revised to express the **County's intent** that real property not be conveyed without a valid Certificate of Wildfire Preparedness, **without expressly establishing a mandatory permit requirement at this time**. This approach allows the County to:

- Implement the program on a **voluntary basis initially**;
- Establish the permitting framework, public education, and administrative precedent; and
- Retain the ability to **re-evaluate and strengthen the program in the future** if the Board determines it to be appropriate.

3. **Avoidance of Premature Commitments**

The revised language avoids locking the County into:

- A mandatory enforcement structure;
- A specific administrative model; or
- A fixed fee schedule.

Staff intends to bring forward proposed permit fees and detailed procedures separately, after internal coordination and collaboration with Timberline Fire Protection District.

Revised Resolution Language (for reference)

105.2.1 Defensible Space Permit. The County or the Fire Code Official is authorized to issue and collect fees for issuance of a defensible space permit. The site shall be in compliance with 403.6, 603,

604, 607 and appendix A. Upon successful inspection by the Fire Code Official, a Certificate of Wildfire Preparedness shall be issued, with a valid period of 5 years from approval date.

This permitting process shall be administered either by the County or by the Fire District.

105.2.1.1 Conveyance of Property. It is the intent of the County that real property not be conveyed unless a Certificate of Wildfire Preparedness has first been obtained.

Next Steps

If adopted, staff will proceed with:

- Establishing a **voluntary permit program** administered through Community Development;
- Coordinating inspection procedures with Timberline Fire Protection District; and
- Returning to the Board at a later date with proposed permit fees and any recommended program adjustments.

Staff Report – 2024 Codes Adoption

To: Board of County Commissioners

From: Kyle Parag – Building Official – Building Division

Subject: Adoption of the 2024 ICC Codes, 2023 NEC, Colorado Model Codes, and Colorado Wildfire Resiliency Code

Meeting Date: January 13, 2026

Background & Purpose

Gilpin County currently operates under the 2018 ICC code series and the 2023 NEC. Updating to the 2024 code suite ensures alignment with national best practices, enhances public safety, and maintains compliance with State of Colorado requirements.

The International Code Council (ICC) updates model codes every three years, and jurisdictions should remain within six years of the current code cycle to maintain favorable ISO/BCEGS ratings. Updating the codes also meets the State's requirements under HB22-1362 and the mandatory adoption of the Colorado Wildfire Resiliency Code (CWRC).

Summary of Adopted Codes

Per the final resolution, Gilpin County adopts the following:

- 2024 IBC, IRC (including Appendices BC, BE, BO), IMC, IFC (all appendices), IECC, IPMC, IEBC
- 2024 International Wildland–Urban Interface Code
- 2023 National Electrical Code
- Colorado Plumbing, Fuel Gas, Electric Ready, Solar Ready, and Colorado Wildfire Resiliency Codes

All prior code adoptions are repealed. Permits issued before the effective date will continue under the code version in place at issuance.

Key Changes from 2018 → 2024 Codes

1. Residential Code Enhancements

- ADUs (Appendix BC): Clear standards; removes fire separation requirement for attached ADUs in certain conditions.
- Radon Systems (Appendix BE): Radon mitigation now regulated for the first time.
- Sleeping Lofts: The new IRC section significantly relaxed requirements; Gilpin deletes this section and treats lofts as full sleeping rooms.
- Hazard Loads: Updated snow and wind load mapping per ASCE 7-22—no reductions permitted due to newer calculation methods.
- Stairway Landings: Improved safety standards added.
- Tiny Homes (Appendix BB): Establishes size, egress, loft, and height requirements.

Climate Zone Adjustment – Data-Driven Correction, Minimal Impact

Updated analysis of local temperature data and heating degree-days (HDD 7,305) demonstrates Gilpin County aligns with Climate Zone 6, not Zone 5.

While this is a formal shift upward, the actual impact on thermal envelope design is minimal:

- Envelope insulation requirements are nearly identical.
- Most Gilpin homes already exceed minimum envelope requirements because of high elevation climate and standard builder practice.

For these reasons, this correction better reflects real climate performance without creating significant cost increases.

Wildfire & WUI Code Integration

Gilpin County previously relied on a patchwork of wildfire mitigation requirements spread across:

- Local amendments
- Fire district policies
- Access and addressing standards
- Best practices and legacy procedures

Adopting the 2024 IWUIC and Colorado Wildfire Resiliency Code consolidates all wildfire-related requirements in one place, reflecting what the County has already been enforcing in principle.

Key components include:

- County-wide WUI designation
- Mandatory defensible space (minimum 30 ft) on new construction – *See additional summary of changes to proposed IWUIC Section 105 amendments since the last draft was presented to the Board.*
- Noncombustible or ignition-resistant decks
- 60,000 lb bridge load for new access
- Required reflective address markers
- Mandatory residential sprinklers in Extreme Hazard areas (NFPA 13D)

These requirements mirror long-standing County expectations but now exist in a clear, unified code framework.

Energy Efficiency – 2024 IECC

The 2024 IECC is approximately 5% more restrictive than the 2018 version, largely affecting exterior wall requirements in cold climates. Studies indicate modest cost impacts that are offset by long-term energy savings.

Because many local builders already exceed code-minimum insulation, real-world cost effects in Gilpin County are limited.

Cost Impact Summary

Cost Summary:

Based on national cost analyses for the 2021 IRC, 2024 IRC, and 2024 IECC, the overall cost impact of moving from the 2018 to 2024 code series ranges from a **decrease of approximately \$800** (due to the reduced vapor retarder requirement) to targeted increases for specific assemblies, including **\$22–\$28** for ledger flashing revisions and **\$132–\$459** where guard support enhancements apply. Energy-efficiency changes add approximately **\$500–\$1,000** in Climate Zone 6, where envelope differences from Zone 5 are minimal. Wildland–Urban Interface costs vary by site, but most requirements mirror

existing County practice; the primary new cost is NFPA 13D sprinklers in Extreme Hazard areas (**\$2,500–\$6,000 typical*****). For most homes, the total impact is estimated at **–\$300 to +\$1,500**, while homes in Extreme Hazard zones may see **\$2,500–\$7,000** in additional requirements.

***Sprinkler costs are highly debated, as some accomplish the requirements for under \$5,000 while others report cost upwards of \$50,000,

Effective Date

The 2024 Codes become effective April 1, 2026.

Permits issued before that date continue under their original code versions.

Conclusion

The adoption of the 2024 ICC Codes, 2023 NEC, and required Colorado model codes:

- Aligns Gilpin County with State law
- Improves safety and wildfire resilience
- Maintains favorable insurance rating eligibility
- Reflects local climate conditions more accurately
- Consolidates long-standing wildfire policies into a single enforceable code

Staff recommends approval of the resolution adopting the 2024 code suite with local amendments.

Exhibit A

International Building Code

- (1) IBC Section 101.1. (title) is amended by the addition of the term Gilpin County where indicated.
- (1) IBC Section 105.5 (expiration) is amended to read in its entirety:
Every permit shall become invalid unless the work authorized by such permit is commenced within 365 days after its issuance. The building official is authorized to grant one or more extensions of time, for a period of not more than 365 days each. The extension shall be requested in writing and justifiable cause shall be demonstrated. Fees may be assessed for extensions.
- (2) IBC Section 110 is amended by adding a new section to read as follows:
110.7 Reinspections. A reinspection fee may be assessed for each reinspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.
Reinspection fees may be assessed when the inspection record card is not posted or otherwise available on the work site, the approved plans are not readily available to the inspector, or failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the building official. In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.
- (3) IBC Section 110.3.1 is amended by adding a new subsection as follows:
110.3.1.1 Survey. For all new buildings or additions, before foundation inspections and approval thereof, it shall be required that the owner, lessee, builder or contractor locate the property boundaries with a professional surveyor placing at the property corners of the building site, stakes or other monuments to establish said boundaries. The building official shall receive an Improvement Locations Certificate completed by a Colorado licensed surveyor before permanent construction is installed.
- (4) IBC Section 111 is amended by adding the following new section
Section 111.5 Certificate of Occupancy Required. No building or structure shall be used or occupied until the Building Official has issued a certificate of occupancy as provided in this code. Issuance of a certificate of occupancy shall not be construed as approval of a violation of the provisions of this Code or other ordinance of the County. A certificate of occupancy shall be issued by the Building Inspector or by the duly appointed official of the County upon successful completion of the site and building and utility inspections, as applicable. Failure to obtain a certificate of occupancy before expiration is noncompliance.
- (5) IBC Section 113.1 (general) is deleted and replaced to read in its entirety:
In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be a board of appeals created when necessary. The board of appeals shall be appointed by the building official and be approved by the County

- Manager and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the building official.
- (6) IBC Section 3303 is amended by adding the following new section:
3303.8 Asbestos. Prior to the commencement of demolition, the owner of the property shall either submit to the County a certification, in a form reasonably acceptable to the County, that the structure is asbestos-free or submit a plan for removal of asbestos for approval by the building official and appropriate agencies with the State of Colorado.
 - (7) IBC Appendix G (flood Resistant Construction) Section G101.5 (designation of Floodplain administrator) is amended by the addition of the term Community Development Director where indicated.

International Residential Code

- (1) IRC Section R101.1. (Title) is amended by the addition of the term Gilpin County where indicated.
- (2) IRC R105.5 (Expiration) is amended to read in its entirety:
Every permit shall become invalid unless the work authorized by such permit is commenced within 365 days after its issuance. The building official is authorized to grant one or more extensions of time, for a period of not more than 365 days each. The extension shall be requested in writing and justifiable cause shall be demonstrated. Fees may be assessed for renewals.
- (3) IRC Section 108.6. (work commencing before permit issuance) is amended to add the following sentence at the end of the paragraph: "The fee shall be equal to 100% of the original building fee in addition to the required permit fees."
- (4) IRC Section R109.1.1 (foundation inspection) is amended by adding a new subsection as follows:
R109.1.1.1 Lot boundaries
For all new buildings or additions, before foundation inspections and approval thereof, it shall be required that the owner, lessee, builder or contractor locate the property boundaries with a professional surveyor placing at the property corners of the building site, stakes or other monuments to establish said boundaries. The building official shall receive an Improvement Locations Certificate completed by a Colorado licensed surveyor when boundaries or easements are located within 10 feet of the proposed structure or if any boundary, setback or easement locations are uncertain.
- (5) Delete Section R110.4 (temporary certificates) in its entirety
- (6) Section R110 (Certificate of Occupancy) is amended by adding the following new section:
Section R110.5 Certificate of Occupancy Required
No building or structure shall be used or occupied until the Building Official has issued a certificate of occupancy as provided in this code. Issuance of a certificate of occupancy shall not be construed as approval of a violation of the provisions of this Code or other ordinance of the County. A certificate of occupancy shall be

issued by the Building Inspector or by the duly appointed official of the County upon successful completion of the site, building and utility inspections, as applicable. Failure to obtain a certificate of occupancy before permit expiration is noncompliance.

- (7) Section R112.1 (General) is amended to read in its entirety:
In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be a board of appeals created when necessary. The board of appeals shall be appointed by the building official and be approved by the County Manager and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the building official.
- (8) IRC Section 202 (definitions) is amended by changing or adding the following definitions with all others to remain unchanged:
Basement: A story that is not a story above grade plane or underfloor spaces with a height of more than 7 feet from floor surface to bottom of joists or other structure.
Patio Cover: A structure with no less than 65% of the wall area under 6 feet 8 inches screened or glazed and less than 12 feet in height, used for recreation or outdoor living purposes associated with a dwelling unit.
Sleeping Loft: A space designated for sleeping on an intermediate level or levels between the floor and ceiling of a *story*, open on one or more sides to the room in which the space is located.
Sleeping Room: A room or space that does not have a clear and permanent use other than sleeping, as determined by the building official, and meets the following criteria: 1: Exceeds 70 sqft. 2: has walls and doors. 3: contains a closet space.
- (9) IRC Table R301.2 is filled to provide the following:
Table R301.2(1)
Climatic and Geographic Design Criteria

Ground Snow Load	Wind Design				Seismic Design Category	Subject to Damage		
	Speed (mph)	Topographic effects	Special wind region	Wind- borne debris zone		Weathering	Frost line depth	Termite
<i>SITE SPECIFIC PER ASCE 7- 22</i>	ASCE 7- 22*	YES	Yes	NO	B	SEVERE	36 inches	SLIGHT TO MODERATE
Winter Design Temp	Ice Barrier Under- layment Required	Flood Hazards	Air Freezing Index	Mean Annual Temp				

-10 F	YES	SEE MAPS	VARIES	39 F				
Manual J Design Criteria								
Elevation	Latitude	Winter heating	Summer cooling	Altitude correction factor	Indoor design temperature	Design temperature cooling	Heating temperature difference	
VARIES	VARIES	-7 F	95 F	VARIES	72 F	75 F	82 F	Below 7400 FEET
VARIES	VARIES	-11 F	90 F	VARIES	72 F	75 F	86 F	Above 7400 FEET
Cooling temperature difference	Wind velocity heating	Wind velocity cooling	Coincident wet bulb	Daily range	Winter humidity	Summer humidity		
VARIES	15 MPH	7.5 MPH	59	HIGH (H)	50 %	30%		

*Hurricane prone region provisions are not required, Wind speeds are subject to conversion per R905.4.4.1.

- (10) IRC Section R309 (automatic sprinkler systems) is amended to read in its entirety: R309.1 Townhouse automatic sprinkler systems.

An automatic sprinkler system shall be installed in townhouses and shall comply with NFPA 13D.

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic residential sprinkler system and not adding an additional dwelling unit.

R309.2 One- and two-family dwellings automatic fire sprinkler systems.

An automatic residential fire sprinkler system shall be installed in one- and two-family dwellings over 3600 sqft total building size, including non-conditioned areas.

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic residential sprinkler system unless the addition adds more than 3600 sqft.

R309.2.1 Design and installation.

Automatic residential fire sprinkler systems shall be designed and installed in accordance with NFPA 13D and when located in extreme interface areas, provide a minimum of 20 minutes of water supply.

R309.2.2 Exterior notification devices. An approved exterior strobe notification device shall be installed on the exterior of the residence to indicate the flow of water and shall be located on the approach side of the residence.

- (11) IRC Section 310.3 Number 2 is amended to read in its entirety:

2. Outside each separate sleeping area within 15 feet of the doorway of the sleeping rooms
- (12) IRC Section 311.3 is amended to read in its entirety:
Carbon monoxide alarms in dwellings units shall be installed outside of each separate sleeping area within 15 feet of the doorway of the sleeping rooms. Where a fuel-burning appliance is located within a sleeping room or its attached bathroom or communicative spaces within such, a carbon monoxide alarm shall be installed within the sleeping rooms.
- (13) IRC Section R315 (sleeping lofts) is deleted and replaced to read in its entirety:
Where provided in dwelling units or sleeping units, sleeping lofts shall comply with the requirements for a sleeping room.
- (14) IRC Section 317.5 (fire sprinklers) is amended to read in its entirety:
Where the home is required to be sprinklered, the garage shall comply with NFPA 13D
- (15) IRC Section R325.8 is amended by adding a new subsection:
R325.8.1 Single Heating Source. In homes under 800 sqft of total habitable area, a single heat source without distribution shall be permitted.
- (16) IRC Section R403.1.4.1 is amended by adding a new subsection as follows:
R403.1.4.1.1. Frozen Soil. All snow, frost and ice must be removed from the forms, reinforcing steel, embedded materials and similar items before concrete placing is begun. Concrete should never be placed on frozen subgrade as to do so can result in loss of support when the ground thaws. The Building Official shall be provided temperature readings to show the soil is not frozen at the time of inspection and during the pour.
- (17) IRC Section R902.1 (roof assemblies.) is amended to read in its entirety:
Roof decks shall be covered with materials as set forth in Section R904 or with roof coverings as set forth in Section R905. Roof assemblies shall be class A, and they shall be tested in accordance with ASTM E108 or UL 790. The roof assembly shall be listed and identified as to class by an approved agency.
- (18) IRC Section R908.4.1 (roof recovering over wood shingles or shakes) is amended to read in its entirety:
The application of a new roof covering over wood shingles or shakes shall be prohibited.
- (19) IRC Chapter 11 (Energy Efficiency) is deleted and replaced with the following to read in its entirety:
Section N1101 Scope and General Requirements
N1101.1 Scope.
This chapter applies to the design and construction of residential buildings as regulated by this code.
N1101.2 Referenced Code
Residential provisions of the 2024 International Energy Efficiency Code as adopted and amended shall regulate the design and construction of residential structures for energy efficiency.

- (20) IRC Section M1414.1 is amended by adding an additional sentence to the section to read:
Fireplace stoves shall comply with the requirements of the State of Colorado; Department of Public Health and Environment.
- (21) IRC Section M1502.6 (makeup air) is amended to read in its entirety:
M1502.6 Makeup air. installations exhausting more than 300 cubic feet per minute shall be provided with makeup air.
- (22) IRC Section M1701 is amended by adding a new subsection to read as follows:
M1701.3 Combustion air terminations. Combustion air terminations shall be a minimum of 24 inches above ground level and not located at any location prone to blockage by snow.
- (23) IRC Section M1804 is amended to add a new subsection to read as follows:
M1804.5 Termination Heights. Direct vent and mechanical draft systems shall terminate at a height of no less than 24 inches above ground level and not located in locations prone to blockage by snow.
- (24) IRC Section G2417.4.1 is amended to read in its entirety:
The test pressure to be used shall not be less than 1-½ times the proposed maximum working pressure, but not less than 10 psig. Where the test pressure exceeds 125 psig, the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe.
- (25) IRC Section G2445 is deleted and replaced with the following language:
G2445.1 (general)
Unvented room heaters are prohibited.
- (26) IRC P2503.5.1 (Rough Plumbing) is amended by adding a new subsection to read as follows:
P2503.5.1.1 Air Admittance Valves. In locations where an AAV is proposed to be installed at a later date and used as the required venting, the rough plumbing shall be marked “AAV” to indicate the valve will be installed in finish materials.
- (27) IRC Section P2603.5 (Freezing) is amended to read in its entirety:
P2603.5 Freezing. Water soil and waste pipe shall not be installed outside of a building thermal envelope, in exterior walls, in attics or crawlspaces, or any other space subjected to freezing temperatures unless adequate provision is made to protect it from freezing by insulation or heat or both. Water service pipe shall be installed not less than 60 inches deep or protected from frost by approved means.
- (28) IRC Section P2603.5.1 (Sewer Depth) is amended by inserting “12 inches” in both locations where indicated.
- (29) IRC Section P2904 (dwelling unit sprinkler systems) is deleted in its entirety.
- (30) Section P2905.3 (hot water supply to fixtures) is amended by changing 100 feet to 50 feet.
- (31) IRC Section P3103.1 (roof extension) is amended to read in its entirety:
P3103.1. Roof extension. All open vent pipes which extend through a roof shall be terminated at least 12 inches above the roof, except that where a roof is to be

used for any purpose other than weather protection, the vent extensions shall be run at least 7 feet (2134 mm) above the roof.

- (32) IRC P3103.2 (Frost Closure) is amended to read in its entirety:
P3103.2 Frost Closure. Vent extension through a roof or wall shall not be less than 3 inches in diameter, any increase in size shall occur no less than 1 foot inside the building.
- (33) IRC Part VIII is deleted and replaced with the following to read in its entirety:
3401.1 Referenced Code. Electrical and associated installations shall comply with the requirements of the Gilpin County Electrical Code as adopted in this Resolution.
- (34) IRC Appendix BC (Accessory Dwelling Units) is amended by deleting Section BC101.2 (Conditions) in its entirety.
- (35) IRC Appendix BO (Existing Buildings) is amended by adding a new section to read as follows:
Section 108
Demolition
108.1 General. Demolition of structures or parts of structures shall comply with the provisions of this section.
108.2. Asbestos. Prior to the commencement of demolition, the owner of the property shall either submit to the County a certification, in a form reasonably acceptable to the County, that the structure is asbestos-free or submit a plan for removal of asbestos for approval by the building official and appropriate agencies with the State of Colorado.
108.3 Site. Sites of demolition shall be cleaned of all debris and graded to avoid any nuisances such as standing water, fall hazards or environmental concerns on a weekly basis.
108.4 Fencing. Demolition sites shall be fenced to avoid debris leaving the site from wind or other anticipated natural event.

International Mechanical Code

- (1) IMC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.

Colorado Fuel-Gas Code

- (1) IFGC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.

Colorado Plumbing Code

- (1) IPC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (2) IPC Section 903.1 (roof extension) is amended by inserting “12 inches” where indicated
- (3) IPC Section 903.1 (Frost Closure) is amended to read in its entirety:

903.2 Frost Closure. Vent extension through a roof or wall shall not be less than 3 inches in diameter, any increase in size shall occur no less than 1 foot inside the building.

- (4) IPC Section 903.6 (extensions outside a structure) is amended to read in its entirety:
903.6 extension outside of structure. Vent pipes shall not be installed exterior of the structure.

International Property Maintenance Code

- (1) IPMC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (2) IPMC Section 102, Applicability, is amended by the addition of a new Subsection 102.11 to read as follows:
102.11 Conflicts with other provisions. In the event of a conflict between the provision of this code and any other provision of the Gilpin County Land Use Code or other codes adopted by the County, the stricter provision shall govern, it being the intent of the Board of County Commissioners to enforce requirements pertaining to the health, safety and welfare of the county's residents and businesses.
- (3) IPMC Section 103, (Department of Property Maintenance Inspection) is amended to read as follows:
103.1 Code Official. The Code Official, as that term is used in this code, shall be the designated code enforcement officer or the building official where applicable.
- (4) IPMC Section 111.2 (Membership of Board) is amended to read as follows:
- (5) 111.2 Board of Appeals. The Board of Appeals, as that term is used in this code, shall be the Board of Adjustment created and governed by the Land Use Code.
- (6) IPMC Section 302.4: Insert "sixteen (24) inches." where indicated
- (7) IPMC Section 602.3: Insert "October 1 to May 1." where indicated
- (8) IPMC Section 602.4: Insert "October 1 to May 1." where indicated

International Existing Building Code

- (1) IEBC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (2) International Existing Building Code is amended by replacing all references to "ICC Electrical Code" with "Code Adopted by the Colorado State Electrical Board."

International Energy Conservation Code

- (1) IECC Section C101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (2) IECC Section C301 is amended by deleting Figure C301.1 and Table C301.1 and replacing with the following:
Table R301.1 Climate Zone

Gilpin County	6B
---------------	----

- (3) IECC Section R101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (4) IECC Section R301 is amended by deleting Figure R301.1 and Table R301.1 and replacing with the following:
Table R301.1 Climate Zone

Gilpin County	6B
---------------	----

Colorado Model Electric Ready and Solar Ready Code

- (1) Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.

International Swimming Pool and Spa Code

- (1) ISPSA Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.

International Wildland-Urban Interface Code

- (1)
- (1) IWUIC is amended by replacing all notes of “wildland-urban interface area” and replacing with “exposure area”
- (2) IWUIC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.
- (3) IWUIC Section 101.2 (Scope) is amended by adding two new exceptions to read as follows:
Exceptions:
 - 1:Non-habitable accessory structures less than 600 sqft in total size.
 - 2:Alterations that do not increase the area of the building envelope.
 Exterior alterations affecting the structure like replacement decks must only comply at the alteration.
- (4) IWUIC Section 102.4.1 (Conflicts) is amended to read in its entirety:
102.4.1 Conflicts. Where conflicts occur between provisions of this code and provisions of the Colorado Wildfire Resiliency Code, the most restrictive shall apply. Where conflicts occur between the provisions of this code and the referenced standard, the provisions of this code shall apply. This code is intended to supplement the CWRC.
- (5) IWUIC Section 103.1 is amended to read in its entirety:
The enforcement agency is hereby created and the officials in charge of thereof shall be known as the code officials. The building official shall provide enforcement of provisions related to the new construction or alteration of structures, and the Fire Official shall provide enforcement of provisions relating to the site, access and maintenance of the structure and site.

- (6) IWUIC Section 105.2 (Permits Required) is amended by adding a new subsection to read as follows:
105.2.1 Defensible Space Permit. The County or the Fire Code Official is authorized to issue and collect fees for issuance of a defensible space permit. The site shall be in compliance with 403.6, 603, 604, 607 and appendix A. Upon successful inspection by the Fire Code Official, a Certificate of Wildfire Preparedness shall be issued, with a valid period of 5 years from approval date. This permitting process shall be administered either by the County or by the Fire District.
105.2.1.1 Conveyance of Property. It is the intent of the County that Real property not be conveyed unless a Certificate of Wildfire Preparedness has first been obtained.
Exception: Vacant land.
- (7) IWUIC Section 302.2 is deleted and replaced with the following:
302.2 Mapping. All locations in the jurisdiction shall be considered exposure areas, only high and extreme areas exist. Mapping for exposure areas is provided and available on the Community Development page of the website and subject to change.
- (8) IWUIC Section 403.2.1 (dimensions) is amended with the addition of two new sentences to read as follows:
Driveways shall comply with the Gilpin County driveway standards.
- (9) IWUIC Section 403.2.6 (Bridges) is amended to read in its entirety:
403.2.6 Bridges. Vehicle load limits shall be posted at both entrances to bridges on driveways and private roads. Design loads shall be 60,000 pounds for new bridges or access to new structures. Bridges shall comply with any applicable State or Federal regulations, permitting and requirements.
- (10) IWUIC Section 403.6 (address markers) is amended by adding a new sentence to read as follows:
Address markers shall be installed at a height between 48 inches and 72 inches from the ground on a stable non-combustible support, be reflective and comply with Gilpin County standards. Signage shall be green with white letters not to be less than 3" in height
- (11) IWUIC Section 403.7 (Grade) is amended to read in its entirety:
403.7 Grade. The gradient for fire apparatus access roads and driveways shall comply with the Gilpin County Driveway standards. Any structure accessed by a driveway exceeding a 12% grade must be fully sprinklered in accordance with NFPA standards such as 13D, 13R or 13 and provide for a minimum of 20 minutes water supply.
- (12) IWUIC Section 404.1 (general) is amended to read in its entirety:
404.1 General. Where provided for new subdivisions in accordance with Section 402.1.2, an approved water source shall have an adequate water supply for the use of the fire protections service to protect buildings and structure from exterior fire sources or to suppress fires within the exposure area of the jurisdiction in accordance with this section.

- (13) IWUIC Section 502 is deleted and replaced with the following:
Section 502: Exposure (Fire Hazard) Severity
502.1 General. Exposure (fire hazard) severity is extreme in all locations of Gilpin County Jurisdiction.

Exception:

Properties (parcels) identified on the County published Exposure Map as High hazard.

Gilpin County topography and vegetation provides challenges for fire department activities. Reduction from extreme to high hazard categories are based on facts about fire department operations to include road conditions and response time.

- (14) IWUIC Table 503.1 (ignition-resistant construction) is amended by deleting the table and replacing with the following table.

Exposure Area	
High	Extreme
IR2	IR1

- (15) IWUIC Section 602.1 (general) is amended to read in its entirety:
An approved automatic sprinkler system shall be installed in all occupancies in new buildings required to meet the requirements for class 1 ignition-resistant construction in Chapter 5. The installation of the automatic sprinkler system shall comply with NFPA standards, such as 13D, 13R or 13. The fire official shall be authorized to waive the requirement for a sprinkler system in all occupancies other than R-3 when adequate provisions for fire department response and related firefighting activities are provided.

- (16) IWUIC Table 603.2 (required defensible space) is deleted and replaced with the following:

Table 603.2 Required defensible space.

All fire hazard severities	30 foot fuel modification minimum distance
----------------------------	--

- (17) IWUIC Section 606.2 (location of containers or tanks) is amended to read in its entirety:
606.2 Location of containers or tanks. LP-gas containers shall not be located within defensible space required in section 603.2 unless otherwise approved by the code official. Compliance with NFPA 58 is required.
- (18) IWUIC Appendix A Section A101.1 (Scope) is amended by adding the following:
The fire official is authorized to use this appendix as a guideline for fire safety, not all sections are mandatory unless referenced by the Fire official.

International Fire Code

- (1) IFC Section 101.1 (Title) is amended by the addition of the term Gilpin County where indicated.

- (2) IFC Section 503.2 (specifications) is amended by adding a new subsection to read as follows:

In the event a driveway exceeds 12% grade at any location to a proposed one- or two-family dwelling or townhouses the structure shall be fully sprinklered in accordance with NFPA 13D with a water capacity of no less than 20 minutes. All other driveway specifications in the Gilpin County Driveway Standards must be met.



ANNUAL-TAKE HOME VEHICLE

Agenda Item Staff Report, Board of County Commissioners

Requested by: LORNA PLAMONDON, FINANCE DIRECTOR, Finance Department

Additional Presenters:

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description: Annual Take Home Vehicle, Annual review of the employees and positions that are designated as being on-call and who , commutes in a county vehicle to./from home on a regular basis.

Requested Action: review and approve

Alternatives:

Fiscal Impacts: None.

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? No.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, STATE OF COLORADO**

Approving the Annual List of Take-Home Vehicles for On-Call Employees and Positions

WHEREAS, per the Employee handbook last amended on May 27th, 2025, the Board of County Commissioners is required to annually review the employees and positions which are designated as being on-call and who, as a result, commutes in a county vehicle to/from home and on a regular basis; and

WHEREAS, an on-call employee means an employee who is required to be available when contacted and is required to be called in to safely provide an urgent professional service at a specific incident within 60 minutes or less, while not formally on duty; and

WHEREAS, the approval of these individuals or positions is done so on an annual basis or as needed; and

WHEREAS, the list of on-call employees and positions is attached to this resolution as **EXHIBIT A**, and

NOW THEREFORE, be it resolved by the Board of County Commissioners as follows:

1. Approved the Take-Home Vehicle List for all on-call employees and positions and displayed in **EXHIBIT A**, for the year of 2026.

Adopted this _____ day of _____, 2026, by a vote of _____ to _____ .

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF GILPIN COUNTY

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

ACKNOWLEDGMENT

STATE OF COLORADO)
) ss
COUNTY OF GILPIN)

The foregoing Resolution was acknowledged before me this _____ day of _____, 2026, by Susan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin.
My commission expires: _____

Witness my hand and official seal.

Notary Public

DEPARTMENT	Mileage per Department per Month
CORONER	224
PUBLIC WORKS	608
SHERIFF'S OFFICE	19,187.20
TOTAL	20,019.20

Job Department	Job: Division	Job: Location	Work Days	One Way Miles	Round Trip Miles	Miles Per Week	Miles Per Month	Miles Per Year		
Public Works	Administration	Gilpin County Public Works, Black Hawk, CO 80422	4	10	20	80	320	3840	Per Month	
Public Works	Road and Bridge	Gilpin County Public Works, Black Hawk, CO 80422	4	9	18	72	288	3456	Public Works	608
Coroner	Elected Official	495 Apex Valley Rd, Black Hawk, CO 80422	4	7	14	56	224	2688	Coroner	224
Sheriff's Office	Patrol	2960 Dory Hill Road	4	29	58	232	928	11136		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	34	68	272	1088	13056		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	28	56	224	896	10752		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	37	74	296	1184	14208		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	14	28	112	448	5376		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	3	6	24	96	1152		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	36	72	288	1152	13824		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	29	58	232	928	11136		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	3	6	24	96	1152		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	36	72	288	1152	13824		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	28	56	224	896	10752		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	37	74	296	1184	14208		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	0	0	0	0	0		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	29	58	232	928	11136		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	0.6	1.2	4.8	19.2	230.4		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	48	96	384	1536	18432		
Sheriff's Office	Patrol	2960 Dory Hill Road	4	31	62	248	992	11904		
Sheriff's Office	Investigations	2960 Dory Hill Road	4	24	48	192	768	9216		
Sheriff's Office	Investigations	2960 Dory Hill Road	4	30	60	240	960	11520		
Sheriff's Office	Investigations	2960 Dory Hill Road	4	52	104	416	1664	19968		
Sheriff's Office	Administration	2960 Dory Hill Road	4	6	12	48	192	2304		
Sheriff's Office	Administration	2960 Dory Hill Road	4	27	54	216	864	10368		
Sheriff's Office	Administration	2960 Dory Hill Road	4	4	8	32	128	1536		
Sheriff's Office	Administration	2960 Dory Hill Road	4	34	68	272	1088	13056	Sheriff's Office	19187.2
				625.6	1251.2	5004.8	20019.2	240230.4		20019.2



AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE INNOVATIVE LOCAL GOVERNMENT WORKFORCE SOLUTIONS GRANT PILOT PROGRAM AND ESTABLISHING SUPPORT FOR THE ELEVATE GILPIN WORKFORCE INITIATIVE

Agenda Item Staff Report, Board of County Commissioners

Requested by: Jerilin Brewer, Manager of Strategic Projects , County Manager's Office

Additional Presenters: Chanda Johnson

Meeting Date: January 13, 2026

Public Hearing Required? No

Background/Request Description:

Gilpin County seeks Board authorization to submit an application to the Civic Solutions Hub Innovative Local Government Workforce Solutions Grant Pilot Program. The grant provides funding to support innovative workforce strategies for local governments.

The County proposes the Elevate Gilpin Workforce Initiative, a 12-month paid internship and mentorship program designed to strengthen recruitment, retention, and succession planning. The pilot will place approximately 5–10 interns in the following departments: Dispatch, Public Works, Human Services, Administration, Sheriff's Office Records, Office of Emergency Management, and Parks & Recreation.

The County requests \$25,000 in grant funding, with a confirmed local match of \$8,333 from existing resources.

Requested Action:

Authorize submission of the grant application.

Approve the County's commitment of the local match.

Authorize the County Manager to execute all grant-related documents and agreements.

Alternatives:

Fiscal Impacts: Yes. A County match of \$8,333

Legal Impacts: None.

Environmental Impacts: None.

Human Resources Impacts: None.

Grant-Related? Yes. Department of Local Affairs Civic Solutions Hub Innovation Grant funds will be used to provide paid internships for approximately 5–10 entry-level and early-career participants across County departments, ensuring equitable access to public service opportunities and supporting workforce recruitment and retention. All grant dollars will go directly to participant wages, while the County will provide a local match to cover program coordination, mentorship, training, and onboarding.

**Before the Board of County Commissioners
County of Gilpin, State of Colorado**

AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE INNOVATIVE LOCAL GOVERNMENT WORKFORCE SOLUTIONS GRANT PILOT PROGRAM AND ESTABLISHING SUPPORT FOR THE ELEVATE GILPIN WORKFORCE INITIATIVE FOR PAID INTERNSHIPS

WHEREAS, Gilpin County recognizes the importance of attracting, developing, and retaining skilled employees to meet the needs of county residents and visitors; and

WHEREAS, the County faces workforce challenges common to rural jurisdictions, including a limited local labor pool, competition with nearby metro-area employers, and anticipated retirements; and

WHEREAS, the Board supports innovative strategies to build a sustainable, homegrown workforce and strengthen succession planning and leadership development across County departments; and

WHEREAS, the Civic Solutions Hub's Innovative Local Government Workforce Solutions Grant Pilot Program provides funding to support pilot projects that test and evaluate new workforce strategies; and

WHEREAS, Gilpin County seeks \$25,000 in grant funding, with a \$8,333 local match in the form of onboarding time and materials as well as supervisor training, to implement the Elevate Gilpin Workforce Initiative, a 12-month paid internship and mentorship program across multiple County departments; and

WHEREAS, the program is designed to create a replicable model for rural and rural-adjacent jurisdictions, provide measurable outcomes, and strengthen the County's long-term workforce capacity.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners as follows:

1. The Board hereby authorizes the submission of the grant application to the Civic Solutions Hub for the Innovative Local Government Workforce Solutions Grant Pilot Program.
2. The Board supports the Elevate Gilpin Workforce Initiative as outlined in the grant application, including the commitment of the County's local match funds of \$8,333.
3. The Board authorizes the County Manager, or designee, to execute all necessary documents and agreements related to the grant, including any subsequent contracts or reports required by the Civic Solutions Hub.

ADOPTED this _____ day of _____, 2026, by a vote of ____ to ____.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF GILPIN, COLORADO**

RECORDING STICKER

RECORDING STICKER

Kimberly Kaufman, Deputy County Clerk

Susan Berumen, Chair

ACKNOWLEDGEMENT

STATE OF COLORADO)

)ss.

COUNTY OF GILPIN)

Suan Berumen, Chair, and Kimberly Kaufman, Deputy County Clerk, County of Gilpin, acknowledged the foregoing Resolution before me this _____ day of _____, 2026.

Witness my hand and official seal

Notary Public

RECORDING STICKER

RECORDING STICKER

Civic Solutions Hub Innovation Grant Request Form

Email this completed form to your Regional Manager.

Name of applicant	Jerilin Brewer
Date of request	01/06/2026
Chief Elected Official (CEO) and Title	Sandy Hollinsworth, Commissioner
CEO Phone	
CEO Email	shollingsworth@gilpincounty.org
Responsible Admin (RA)	Chanda Johnson
RA Address	495 Apex Valley Rd. Black Hawk, CO 80422
RA Phone	303-515-4375
RA Email	crjohnson@gilpincounty.org
Amount of request	\$25,000
Local match	\$8,333
Total project cost	\$33,333

Project Title and Summary

Give a brief overview of the project, including the innovative strategies you intend to test.

Elevate Gilpin Workforce Initiative

Gilpin County proposes the Elevate Gilpin Workforce Initiative, a 12-month workforce innovation pilot designed to address persistent recruitment and retention challenges common to rural and rural-adjacent local governments. As a small, mountainous county located near the Denver metro area, Gilpin County faces a limited local labor pool, intense wage competition from larger jurisdictions, and service demands that far exceed what the resident population alone would suggest.

This pilot will create paid, mentored internship opportunities across multiple county departments, providing structured entry points into public service while strengthening succession planning and leadership capacity. Interns will receive hands-on experience, clear expectations, and consistent mentorship, while departments benefit from additional capacity and a pipeline of candidates familiar with county operations and community needs.

The program is intentionally designed to be practical, scalable, and replicable for other rural jurisdictions seeking cost-effective ways to build a sustainable local government workforce.

Explain how the project fits within the program’s goals and the specific workforce challenge(s) it will address in your organization.

The Elevate Gilpin Workforce Initiative directly supports the Civic Solutions Hub’s goal of identifying and scaling innovative workforce solutions for local governments. Gilpin County’s workforce challenges include difficulty attracting qualified applicants, extended vacancy periods for critical positions, and the anticipated loss of institutional knowledge as long-tenured employees retire.

Traditional recruitment strategies have proven insufficient due to wage disparities and limited local workforce availability. This pilot addresses those challenges by shifting the focus from reactive hiring to proactive workforce development—engaging potential employees earlier, reducing barriers to entry, and building long-term commitment to public service.

By testing a structured internship and mentorship model tailored to rural conditions, the county will generate practical lessons and measurable outcomes that can inform workforce strategies statewide.

Project Scope and Description

Objectives: Clearly outline the main objectives of the pilot program (e.g., improve retention in key departments, develop leadership pipeline, and implement new workforce technology).

The primary objectives of this pilot are to:

- Increase workforce attraction by creating paid, accessible entry points into county employment
- Improve employee retention through early engagement, mentorship, and career pathway clarity
- Strengthen succession planning for hard-to-fill and retirement-prone positions
- Build leadership capacity among existing staff through structured mentorship roles
- Reduce vacancy time and long-term recruitment and onboarding costs

Approach: Describe the innovative strategies, and use of new technologies, creative program design, methodologies, or partnerships.

The Elevate Gilpin Workforce Initiative uses a countywide, cross-departmental approach that balances flexibility with structure. Internships will be paid to ensure equitable access and will include defined roles, mentorship expectations, and regular check-ins.

Key elements include:

- Placement across multiple departments to maximize organizational impact
- Structured onboarding and safety training
- Designated supervisors and mentors
- Career pathway discussions and job readiness coaching
- Partnerships with local schools, community colleges, and workforce centers

This approach allows the county to evaluate talent, build skills aligned with operational needs, and reduce reliance on repeated external recruitment.

Implementation Plan: Provide a high-level timeline and key milestones for the up to 12-month pilot term.

Month 1 - Program Launch & Preparation

- Finalize internship descriptions
- Confirm supervisors and mentors
- Post internship opportunities

Months 2-3 - Recruitment & Selection

- Outreach to schools, colleges, workforce centers
- Host informational sessions
- Review applications and interview candidates

Month 4 - Onboarding

- Orientation and safety training
- Begin mentorship pairings

Months 5-6 - Initial Training

- Hands-on departmental training
- Weekly mentorship check-ins

Months 7-8 - Evaluation

- Formal evaluations with interns and supervisors
- Document early outcomes

Months 9-10 - Advanced Training

- Increased responsibilities
- Career pathway discussions

Month 11 - Transition Planning

- Assess interns for potential hire
- Collect feedback

Months 12 - Final Evaluation & Reporting

- Final performance evaluations
- Prepare final report

- Present findings to county leadership

Target Population: Identify the key workforce that will be directly impacted by the program (e.g., specific departments, employee levels, or geographic areas).

The program will directly impact entry-level and early-career candidates placed within the following departments:

- Dispatch
- Public Works
- Human Services
- Administration
- Sheriff's Office Records
- Office of Emergency Management
- Parks & Recreation

The pilot is expected to support approximately 5-10 interns over the course of the program, with placements and duration varying by department. Interns may be compensated at minimum hourly wage or through a stipend model, depending on role scope and hours.

The program primarily targets local residents, students, and early-career individuals interested in public service, while also benefiting supervisors and existing staff through increased capacity, structured mentorship opportunities, and leadership skill development.

Commented [JB1]: How many interns do we plan to hire per department, how many hours will they work, how much will their hourly pay be?

Commented [JB2R1]: 5-10 interns
Depends on interest/need
Min hourly to a stipend (\$125-\$200)
HS already doing an internship

Financial Need and Budget

Provide a detailed budget, clearly separating the requested grant amount and the local match contribution. Note if the funding is pending (P) or confirmed (C).

Budget Line Items	Total Cost	State Funds	Matching Funds	In-Kind	Fund Source	P or C
Intern Wages/Stipends	\$25,000	\$25,000	-	-	Grant	C
Mentorship, Training, Coordination	\$8,333	-	\$8,333	-	County General Fund/HR	C
TOTAL	\$ 33,333	\$25,000	\$8,333	\$ 0		

Provide any detail, if needed:

Grant funds will be used exclusively to support intern wages, maximizing direct impact on workforce attraction and access. Local match funds will support mentorship, onboarding, training, HR coordination, safety gear, and professional development.

Provide a breakdown of major expenses (e.g., personnel costs, technology purchases, training programs, consultant fees, etc.)

- Intern wages and stipends (grant-funded)
- Supervisor time and mentorship support (local match)
- Onboarding and training materials
- Safety equipment and professional development resources
- Program coordination and evaluation

Clarify how the local match will be sourced.

The local match will be provided through existing county resources. HR has funds budgeted for supervisor training and onboarding, and additional support will come from HR and participating departments to cover safety gear, training materials, and professional development.

Describe the financial need for the project and how the funding will help support the pilot.

As a small rural county, Gilpin has limited flexibility to add new programs without external support. Grant funding allows the county to test this workforce model without diverting resources from essential services. The pilot will generate data to support long-term sustainability and budget integration.

Tracking Success

Metrics and Evaluation: Outline specific, quantifiable metrics to measure success.

Retention and workforce impact will be measured using both quantitative and qualitative metrics to capture program effectiveness and inform future replication:

Retention Rates:

- Percentage of interns converting to permanent or seasonal roles
- Retention of converted hires at 12 months
- Comparison of turnover and retention rates in targeted departments before and after the pilot

Additional Metrics:

- Percentage increase in total applicants or intern-to-hire conversion rate
- Reduction in vacancy time for entry-level positions
- Intern satisfaction with mentorship, onboarding, and overall experience (survey-based, 1-5 scale)
- Supervisor and mentor satisfaction, including perceived leadership development and ability to coach interns
- Skill development and job readiness improvements as reported by interns and validated by supervisors

These metrics will be collected at **mid-pilot and completion** through surveys, HR tracking, and department feedback, providing a comprehensive view of both workforce and leadership outcomes.

Commented [JB3]: Is there any way we can beef up this section a little to make the success benchmarks more trackable? For example: % increase in applicants or intern-to-hire rate, retention/turnover benchmarks, and/or satisfaction data (intern and supervisor surveys)?

Hiring Outcomes: Explain the number of new hires or improvements in recruitment efforts.

Hiring success will be measured using both quantitative and qualitative indicators to assess improvements in recruitment and placement:

- Total number of applicants for internship positions
- Number of interns selected and hired
- Number of interns converted to permanent or seasonal County employment
- Reduction in vacancy time for entry-level roles

Data will be collected throughout the pilot and compared to historical recruitment trends to evaluate the program's impact on attracting and placing qualified candidates.

Leadership Development Success: Explain the number of employees promoted through leadership training or initiatives.

Leadership development will be measured using both quantitative and qualitative indicators to assess growth among supervisors and mentors:

- Number of staff serving as mentors during the pilot
- Supervisor and mentor feedback on the mentorship experience
- Improvements in supervisory, coaching, and leadership skills
- Increased confidence in guiding and developing early-career staff

Data will be collected through surveys and evaluations at mid-pilot and completion to demonstrate how participation strengthens leadership capacity across departments.

Employee Engagement and Satisfaction: Explain the improvements in employee satisfaction surveys or other engagement metrics.

Commented [JB4]: Maybe we can state how frequently this data will be collected and how (just written surveys or in person meetings?)

Employee engagement and satisfaction will be measured to understand both the intern experience and the impact on supervisors and mentors. Metrics will include:

- Intern satisfaction with onboarding, mentorship, and overall program experience (survey-based, 1-5 scale)
- Feedback from mentors and supervisors regarding workload, mentorship experience, and perceived value of the program
- Participant retention, program completion rates, and overall engagement with departmental activities

Data will be collected through a combination of in-person check-ins, structured meetings, and written surveys, conducted twice during the program—once at mid-pilot and again at program completion. This approach will allow the County to monitor progress, identify any areas for improvement in real time, and capture both quantitative and qualitative insights into the program's effectiveness.

Technology Adoption: If technology is integrated into the pilot program, determine the metrics on how new technologies improve efficiency, reduce employee turnover, improve organizational culture or increase employee productivity.

While no new technology is being piloted, the program improves operational efficiency by reducing repeated recruitment cycles, minimizing vacancy-related overtime, and supporting more efficient onboarding and workforce planning.

Data Collection: Describe how data will be collected and reported, and how program outcomes will be tracked throughout the implementation phase.

Data will be collected and tracked using a combination of HR records, supervisor evaluations, participant surveys, and program documentation. Surveys and feedback will capture both quantitative and qualitative outcomes related to intern skill development, satisfaction, retention, and mentor leadership growth. Data collection will occur twice during the program—once at mid-pilot and again at program completion—through in-person check-ins, structured meetings, and written surveys. Metrics will be reviewed periodically throughout the pilot to monitor progress, address challenges, and inform final reporting and recommendations for future program continuation.

Evaluation Process: Define how the program will be evaluated during and after the pilot to determine impact and scalability.

The program will be evaluated mid-pilot and at completion to assess overall effectiveness, feasibility, and potential for scalability. Evaluation will use both quantitative and qualitative metrics to measure impact on interns, supervisors, and departmental operations.

Metrics may include:

- For interns: satisfaction with mentorship, onboarding, and training; skill development; likelihood of pursuing a career in local government or a position with Gilpin County
- For mentors/supervisors: confidence in coaching and mentoring, leadership skill growth, and perceived value of the mentorship experience
- Organizational metrics: conversion of interns to permanent or seasonal roles, reduction in vacancy time, and retention/turnover benchmarks

Data will be collected through written surveys, structured in-person check-ins, HR records, and program documentation. This approach allows for real-time adjustments during the pilot and provides a comprehensive evaluation to guide **recommendations for program continuation, refinement, and replication** in other departments or rural jurisdictions.

Commented [JB5]: We may want to expand here to include exactly what metrics we will be looking at. For example, intern satisfaction with mentorship and onboarding, skill development, likelihood of pursuing a career in local government or a position with Gilpin County, and for mentors/supervisors, confidence in coaching, leadership skill growth, and perceived value of the mentorship experience.

Intended Outcomes and Long-Term Impact

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how the program will result in a more diverse applicant pool for local government positions.

In the short term, the Elevate Gilpin Workforce Initiative is expected to significantly increase both the size and quality of the applicant pool for entry-level and hard-to-fill county positions. Paid internships reduce financial barriers that often prevent students, career changers, and local residents from considering public sector employment—particularly in rural communities where wages and cost-of-living pressures limit flexibility.

By offering structured, paid entry points at a relatively low cost to the county, the program expands access to local government careers for individuals who may not be able to commit to unpaid internships, extended job searches, or relocation. This approach allows Gilpin County to reach candidates earlier, introduce them to public service, and build interest before wage competition from metro jurisdictions becomes a deciding factor.

In the long term, the program creates a reliable pipeline of candidates who are already familiar with county operations, culture, and community needs. This reduces reliance on external recruitment, shortens hiring timelines, and increases the likelihood that future applicants are mission-aligned and prepared to succeed in county roles.

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how the pilot will improve employee satisfaction or reduce turnover rates.

The internship and mentorship model benefits both interns and existing staff, leading to improved employee satisfaction and reduced turnover. Interns gain hands-on experience, clear expectations, consistent support, and exposure to multiple career pathways within local government. Early mentorship helps interns feel connected, valued, and supported—factors that are strongly correlated with long-term retention.

For supervisors and mentors, the program provides an opportunity to develop leadership, coaching, and supervisory skills without the pressure of immediate permanent hiring decisions. Mentors benefit from additional capacity support, reduced workload strain during vacancies, and the ability to shape future employees who are trained to department-specific needs and standards.

By reducing prolonged vacancies and spreading institutional knowledge earlier, the program helps stabilize departments, lowers burnout among existing staff, and improves overall workplace morale. Over time, these benefits contribute to reduced turnover, lower recruitment and onboarding costs, and a more engaged and resilient workforce.

Clearly articulate the expected outcomes of the pilot program in both the short and long term. For example: Explain how leadership development strategies will create a more skilled pool of internal candidates for future roles.

A key long-term outcome of the Elevate Gilpin Workforce Initiative is the development of a stronger internal leadership pipeline. Interns who transition into permanent or seasonal roles enter the organization with a foundational understanding of county operations, public service values, and departmental workflows. This early exposure accelerates skill development and positions them for future advancement.

At the same time, existing employees who serve as mentors gain practical leadership experience, strengthening supervisory capacity across the organization. This dual-impact model supports succession planning by preparing both future frontline staff and future supervisors, reducing the risk associated with retirements and knowledge loss.

By institutionalizing mentorship and career pathway discussions, the county creates a culture of development and continuous learning. This approach ensures that leadership readiness is built intentionally over time, rather than reactively during staffing transitions, resulting in a more sustainable and adaptable workforce.

Explain how the results of this pilot could be scaled or applied to other departments or local governments.

The program is intentionally simple, flexible, and adaptable, making it easy for other rural or rural-adjacent jurisdictions to replicate using existing resources and staffing structures. Beyond straightforward replication, the pilot could inform creative adaptations such as cross-jurisdiction partnerships to share interns, hybrid mentorship models leveraging remote or virtual training, and modular departmental templates that allow counties to scale programs incrementally. Lessons learned could also guide other municipalities in designing cost-effective pathways for entry-level and seasonal employees, building regional talent pipelines, and fostering a culture of leadership development and succession planning across local governments.

Include plans for sustaining the program after the pilot ends (e.g., securing additional funding, integrating strategies into regular operations).

Reduced vacancy time, lower recruitment and onboarding costs, and improved employee retention will create strong justification for continuing the program beyond the pilot. If successful, internship funding could be incorporated into regular departmental budgets, and the program structure could be formalized as part of annual workforce planning. We also anticipate exploring ongoing partnerships with local schools, community colleges, and regional workforce programs to provide a steady stream of candidates and share costs. Over time, the program could evolve into a permanent, low-cost strategy for talent attraction, leadership development, and succession planning, ensuring that Gilpin County—and potentially other rural jurisdictions—can sustain a resilient, skilled public workforce.

Local Match Commitment

Local Match Explanation: Describe how the 25% local financial match requirement will be met. Note: In-kind contributions may be considered depending on overall financial need but will be carefully evaluated on a case-by-case basis).

Gilpin County commits to providing the required 25% local match through existing resources.

Verification of Match: Indicate whether the local match is confirmed or pending. A contract will not be finalized until the local match has been committed by the jurisdiction.

Local match is confirmed.

County Managers' Report

January 13, 2026



- Regular monthly staff meetings with Senior Leadership Team (SLT), Appointed Leadership Team (A-Team), A-Team attending Mgr. Office weekly meeting on rotations.
- Address various needs of staff, public and Commissioners. Administrative functions
- Various meetings with vendors/consultants and outside agencies

Areas of Note:

Recent Focus Areas

- Regular, Budget and Work Session Agenda Schedule and Preparation
 - Next Regular BoCC meeting
 - January 27, 2026
 - Work Session (Tentative)
 - January 20th
 - Short-Term Rental – Ord. 22-04 amendments - Addressing fires – Community Development
 - OWTS – Fee Changes – Public Health
 - Deputy Human Services Director – Human Resources / Human Services
 - Infant at Work Policy – Human Resources
 - Food Pantry – Non-profit Alternative – Human Services
 - February 27th
 - Morning:
 - Nepotism – Human Resources
 - Employee Handbook – Human Resources
 - Afternoon
 - [Tentative Hold / Joint Clear Creek County Commissioners at Georgetown – Topics - Charles Place & Bellevue Mountain Resort PD – 2 p.m. Georgetown] –
 - March 17th
 - Historic Preservation Priorities / Lincoln Hills – Community Development
 - Increased Funding Opportunities – Public Safety – Manager's Office
 - Paid Internships – Human Resources
 - Grant Prioritization – Manager's Office
 - April 21st
 - GCART – Sheriff's Office
 - COOP – Summary of Progress
 - May 19th
 - Rudolph Ranch Working Group
 - Compensation Study
 - June 16th
 - Roads Update
 - 2027 Budget Process
 - July 21st
 - Code of Ethics
 - Code of Conduct
 - August 18th
 - Facilities Update / Conditions Report / 5-Year CIP
 - Fee Structure / Equipment Purchase Plan – Parks and Recreation

- September 18th
 - October 20th
 - November 17th
- Community Annex – Construction underway / delayed two-week due to high winds
- Records/Files Scanning Project / Project expanding to Treasurer Files– ongoing,
- Strategic Work Session – Draft Mission, Vision and Goals
- Contract Status – Manager Authorized
 - Policy Matter's – 2026 Contract Executed

Community Engagement Report

January 6, 2025

December 1-31, 2025

Email Newsletters

Gilpin Observer – Public Newsletter

Current subscribers: 401

The January 2026 newsletter was sent January 6 to 401 subscribers. The newsletter and subscribe links were posted to website and social media. Metrics for the January newsletter will be shared in the next report.



Email feedback from the January newsletter:

- Just wanted to say thank you for the great update – having this information helps build community and honors the great work being done by some many people, especially our commissioners. Keep up the great work!
- A beautiful job as always! Good job!
- Thank you. Lots of good info.

December 2025 Gilpin Observer: Sent to 398 emails, 187 opened, 40 clicked

49.9% open rate (industry average email open rate: 46-50%)

14.9% click rate (industry average email click rate: 7-9%)

Top links clicked:

1. Trivia (25)
2. BoCC Meetings (8)
3. Events (7)
4. Radon Test (6)
5. Turkey Trot race results (6)
6. P&R Childcare (5)
7. National Weather Service warnings (5)
8. South Beaver Creek Road project (5)

Staff Newsletter

First newsletter sent October 15, 2024. Newsletters will be sent monthly in the middle of the month.

With the way the staff newsletter is sent, we cannot determine how many “unique” people open the newsletter email and/or click a link.

December 15 Staff Newsletter:

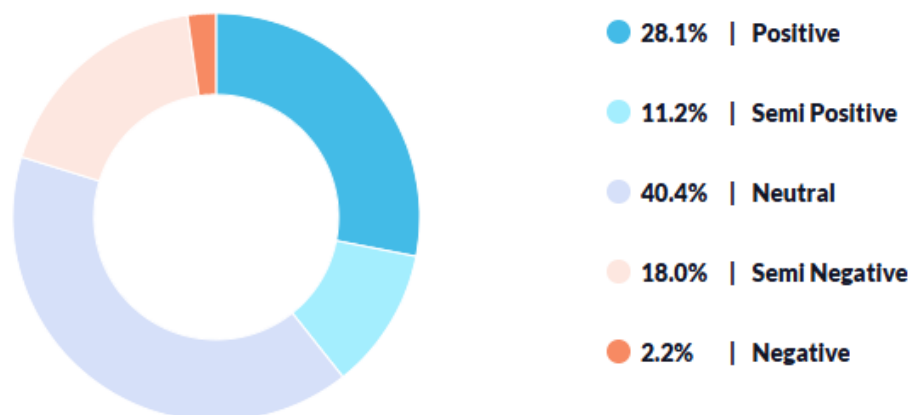
Total Clicks: 31

Top Link Clicks:

- Gilpin County Staff 2025 slideshow (6)
- Register with Hyper-Reach (6)

Social Media

Brand Sentiment

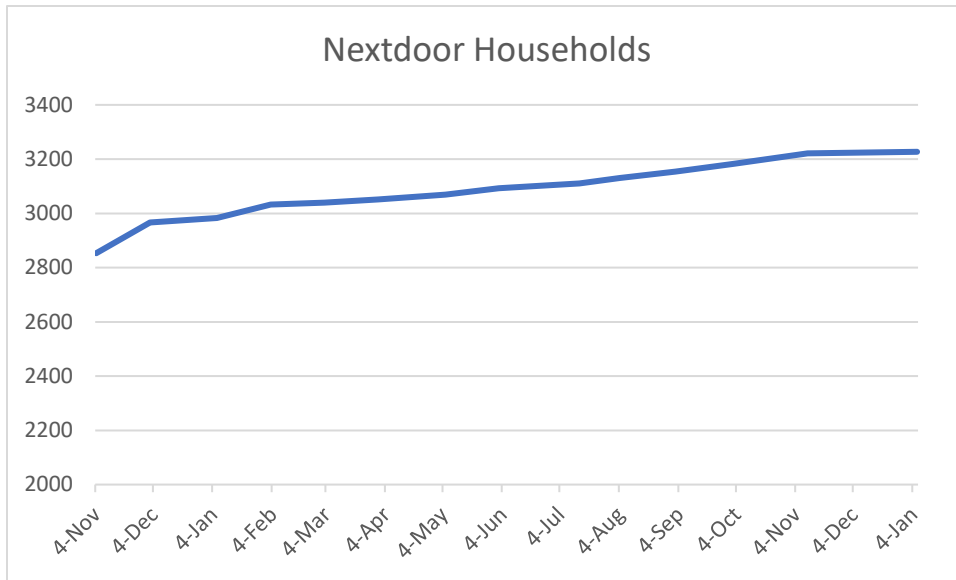


This is a new graph provided by Orlo. It ranks comments received by sentiment and provides this chart.

Nextdoor

December 1-31, 2025

3,227 members in Gilpin County. 77 Posts.



Top posts (over 300 impressions):

1. Happy Hanukkah (476 impressions; 5 thanks)
2. Merry Christmas (441 impressions; 9 thanks)
3. Emergency Slash Site Opening, Dec. 11-21 (380 impressions, 6 thanks)
4. Colorado's Lost Places video (374 impressions; 4 thanks)
5. Jan. 1 closure reminder (370 impressions, 2 thanks)
6. Merry Christmas Eve (335)
7. Black Ice Alert (332)
8. United Power update 12-19 (323)

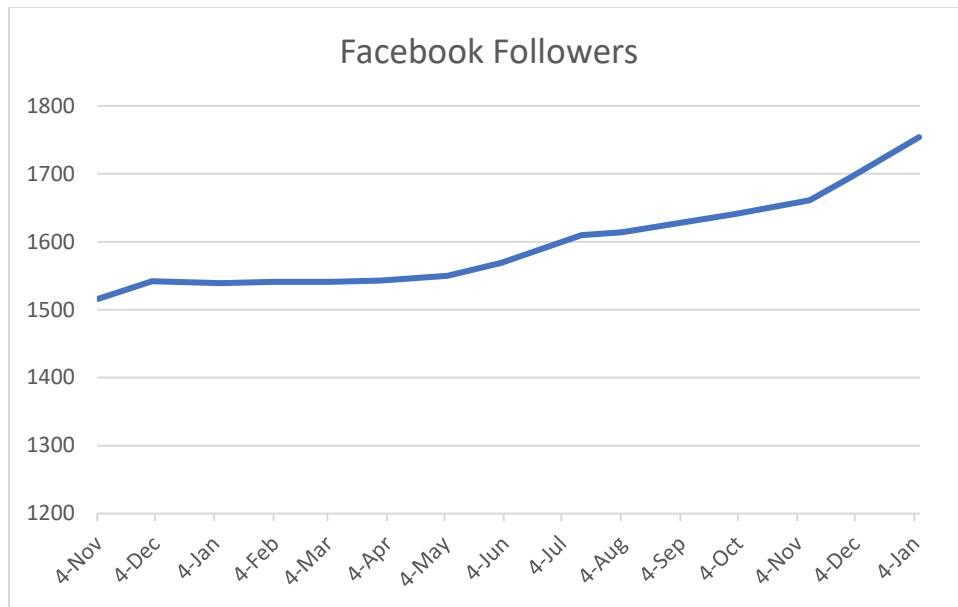
Please note that due to the way that public agency posts are shared to Nextdoor households, most of the wind event emergency messages were only shared through the Sheriff's Office Nextdoor account.

[Facebook](#)

December 1-31, 2025

95 posts.

1,754 followers: 64.5% female



Top 10 Posts by views:

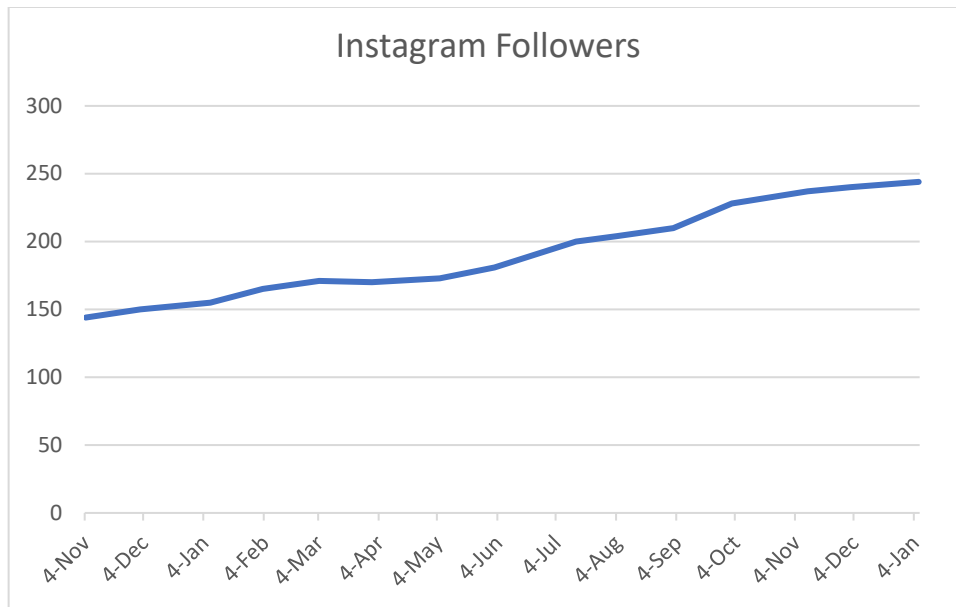
1. Emergency Slash Site Opening, Dec. 11-21 (7,407 views; 84 reactions)
2. Gilpin County is Hiring, 12-7 (6,119 views; 14 reactions)
3. JIC established, warming center, etc. 12-19, 1 p.m. (5,423 views; 3 reactions)
4. Power outage HHS, CC, Library, 12-17 (3,932 views; 6 reactions)
5. County Service Closure Update for 12-19 (3,233 views; 3 reactions)
6. JIC established, warming center, etc. 12-19, 7 p.m. (2,160 views; 13 reactions)
7. Xcel energy restoring power 12-20 (1,833 views; 6 reactions)
8. Colorado's Lost Places video (1,817 views; 20 reactions)
9. 12-18 County Closure (1,749 views)
10. AT&T Outage awareness, 12-24 (1,648 views)

Instagram

December 1-31, 2025

244 followers (0 as of January 19, 2024): 64.8% female

46 posts



Top 5 posts based on views:

1. Winter Pile Building Season (248 views, 7 likes)
2. Power outage HHS, CC, Library, 12-17 (236 views, 14 likes)
3. Gilpin County is Hiring, 12-7 (228 views, 6 likes)
4. Red Flag Warning 12-18 (223 views, 3 likes)
5. Black Hawk Pile Burning (212 views, 5 likes)

Website

December 1-31, 2025

Traffic Sources:

- Organic Search (via search engines): 8,081 (63%)
- Direct (direct link or typed in): 3,934 (31%)
- Referral (through other websites): 264 (2%)
- Organic Social (social media posts): 240 (2%)
- Campaign Visits: 237 (2%)

Devices:

- Smartphone 53%
- Desktop 44%
- Tablet 2%

Top 10 pages viewed:

1. Home page: 2,547
2. Detentions: 1,680
3. Parks and Recreation: 1,522
4. Transfer Station: 1,318
5. Sheriff: 1,323

6. Assessor: 1,045
7. Careers: 651
8. Special Events & Holidays: 687
9. Highway Closures & Impacts: 568
10. Departments & Offices: 553

Most Popular Website Document Downloads, December 1-31, 2025

1. Parks & Rec flyer (78 downloads)
2. BoCC agenda 12-9-2025 (57)
3. Gilpin County 2025 Comprehensive Fee Schedule – updated (51 downloads)
4. 2026 Budget (37)
5. BoCC packet 12-9-2025 part 1 (35)
6. Addition to GCSO Policy 4.605, Booking, Acceptance of Custody Revised (29)
7. Gilpin County 2026 Comprehensive Fee Schedule (25)
8. Rental Request Form (24)
9. BoCC packet 12-9-2025 part 2 (23)
10. BoCC agenda 12-15-2025 (22)

Unique Document Downloads for December 1-31, 2025

