



**Minutes of the Meeting of The Board of County Commissioners Gilpin County, Colorado
Tuesday, July 8, 2025**

Gilpin County Courthouse; 203 Eureka Street; Central City, Colorado

In attendance were, Commissioner Sandy Hollingsworth, Chair, Commissioner Susan Berumen, and Commissioner Jeff Aiken, County Manager Ray Rears, County Attorney Todd Messenger, and Deputy Clerk to the Board, Kimberly Kaufman.

I. Call to Order

Chair Hollingsworth called the meeting to order at 9:00 a.m.

2. Changes to the Agenda

Commissioner Berumen made a motion to amend the executive session item with language provided by Attorney Messenger.

3. Conflicts of Interest

County Attorney Messenger requested disclosures; no actual conflicts were found.

4. Public Comment

- Phil Gibbs commented on the recent tragedy in Texas and his love for the Gilpin County Fair.

5. Consent Agenda

Motion Commissioner Aiken moved; Commissioner Berumen seconded: Approval of the Consent Agenda, included:

- Treasurer's Report May 2025 – Mary Lorenz, Treasurer
- Clerk and Recorder June 2025 End of Month Financial Report - Sahari McCormick, Clerk and Recorder
- CBOE Valuation Report Submission for Board Review 2025 - April Nielsen, Assessor
- Temporary Agreement with Charles Abbott Associates, Inc. for Permit Technician
- Services
- BoCC Meeting Minutes for March 4, 2025, and April 22, 2025



6. New Hire introductions – Chanda Johnson, Human Resources and Sheriff Armstrong introduced Eli Crawford and Justin Hancock.

7. Resolution 25-089, Approving the Submission of the 2025 Limited Gaming Impact Grant Application and Authorizing Acceptance and Administration of Any Resulting Award – Jamie Boyle, Interim Finance Director.

- Commissioners individually prioritized applicants requesting gaming impact monies totaling \$2.8 million in grant funds for reimbursement for services rendered the previous year.
- Criteria for award is based on data collected by each agency re: incidents handled that can be related to gaming.
- Final ranking reached: Victim Services; Patrol, Detentions, Jefferson Center for Mental Health, Gilpin Ambulance, and the 1st Judicial District Attorney.

Commissioner-Berumen moved and Commissioner Aiken seconded; it was Unanimously approved.

8. Public Hearing was called at 9:33 a.m. Commissioner Berumen moved to recess BOCC and convene as the Local Liquor Licensing Authority (LLLA); the motion passed Unanimously.

Peak to Peak People’s Festival Special Event Liquor Permit, Gilpin County Community Center, 250 Norton Drive, Black Hawk, Colorado 80422– presentation by Sahari McCormick, Clerk and Recorder, Greg Petty, Special Events Coordinator, and Gabrielle Chisholm, Parks and Recreation Director.

Clerk and Recorder McCormick presented the request. Commissioner Hollingsworth opened Public Comment at 9:35 a.m.; there being none, public comment was closed at 9:36 a.m. Commissioner Aiken moved to approve the permit; Commissioner Berumen seconded; the permit was Unanimously Approved. Commissioner Hollingsworth closed the Public Hearing at 9:37 a.m.

9. Liquor License Renewal for Base Camp Brews, DBA Pickle Liquors, 661 Highway 46, Black Hawk, Colorado 80422 - Sahari McCormick, Clerk and Recorder Commissioner Berumen moved to approve the renewal; Commissioner Aiken seconded Unanimously Approved.

10. Liquor License Renewal for Underground Liquor LLC, 15107 Highway 119, Black Hawk, Colorado 80422– Sahari McCormick, Clerk and Recorder; Commissioner Aiken moved and Commissioner Berumen seconded; Unanimously Approved.

11. Liquor License Renewal for Black Hawk Development Corp. DBA Coyote Liquors, 5312 Highway 119, Black Hawk, Colorado 80422 – Sahari McCormick, Clerk and Recorder; Commissioner Berumen moved; Commissioner Aiken seconded; It was Unanimously Approved.



Commissioner Berumen moved to adjourn as Liquor License Authority and to reconvene as BoCC, Commissioner Aiken seconded; the motion was Unanimously Approved.

12. Resolution 25-086, Authorize the Execution of the Communications Use Lease with The U.S. Department of Agriculture Forest Service— Ray Rears, County Manager, and Sarah Baciak, Paralegal.

- This resolution formalized the lease of US Forest Service property for the Dakota Hill Communications Tower and requires the County to collect the cost of the lease of less than \$150.00 per year from Pano AI.
- Resolution amendments included Authorization for the County Manager to execute the lease.

Commissioner Aiken moved to approve the resolution as amended; Commissioner Berumen seconded; The motion was Unanimously Approved.

13. Resolution 25-087, Authorizing Two Separate Voluntary Retirement Match Contribution Programs with Colorado Retirement Association and Establishing a 4-year Vesting Rule— Ray Rears, County Manager, and Chanda Johnson, Human Resources Director.

- The resolution proposed two voluntary retirement contribution plans tied to matches and longevity. One plan is for POST Certified employees with a one-for-one contribution match; the other is for 401A eligible employees with a one-for-two match.
- The plan will now vest after four (4) years of employment has been completed. This applies only to employees hired after the resolution adoption date of 7/8/2025.
- An amendment to the “13 years or more years of service” was made to increase the match from 1.5% to 2% in Plan 1.
- Commissioner Berumen moved to approve the resolution with the noted amendments Commissioner Aiken seconded; The motion was Unanimously Approved.

14. Resolution 25-088, Approving Staffing Changes to Support Strategic Leadership, Cost Efficiencies, and Organizational Effectiveness – Ray Rears, County Manager, and Chanda Johnson, Human Resources Director

- Proposal to increase administrative support for the office of County Manager Rears through a Strategic Projects Manager who would handle special projects as well as write grants. The existing Grants Manager position would be dissolved.
- A combined Finance Director/and–Asst. County Manager position would dissolve the previous Finance Director position. The position is ready to be posted. Revisions to sections of the job description included supervision of finance staff and up to 6 departments to be determined later, and the terminology for preferred accomplishments.



- The Financial Analyst duties would be expanded to include management of the finances, compliance, and record keeping associated with grants now done by the current grant manager.

The Zoom recording stopped at 11:04 a.m. After it resumed, Commissioner Aiken moved to adopt the resolution as amended; Commissioner Berumen seconded, it passed 3-0.

15. Review of 2023 Compensation Strategy – Ray Rears, County Manager, and Chanda Johnson, Human Resources Director – discussion only with no action taken.

A short recess was taken at 11:53 a.m. The meeting resumed at 12:00 p.m.

16. Resolution 25-085, Gateway to the Rockies Council (GROC) First Amendment to Gilpin County Sheriff Contract for Co-Responder Services – Ray Rears, County Manager

- Dr. Chelsea Shore was appointed as the Jefferson County contact for GROC.
- Quarterly reports will be required as part of the reporting schedule for a five-year period.
- The scope of services was updated.
- Commissioner Berumen moved and Aiken seconded to approve the resolution. It was Unanimously Approved.

17. Reports

- County Attorney Messenger has been working on contracts, ordinances, and confidential legal advisement.
- County Manager Rears referenced his written report and reviewed upcoming topics and ongoing initiatives.

18. Public Comment period was opened; none were offered.

19. Commissioner Reports

Each commissioner shared updates on committee activities and community engagements.

20. Next Meeting

Scheduled: Tuesday, July 15, 2025, Work Session at 9:00 a.m., Commissioner Chambers, Gilpin County Courthouse

21. Commissioner Aiken moved to adjourn to executive session pursuant to CRS 24-6-402(4)(b) for the purpose of conferring with the County Attorney for the purposes of receiving legal



advice on specific legal questions pertaining to procedures for public policy development. Commissioner Berumen seconded, the motion was Unanimously Approved.

The meeting was adjourned at 12:22 p.m.

Approved this 12th day of August, 2025.

Signed:

Sandy Hollingsworth, Commissioner, Chair

Susan Berumen, Commissioner

Jeff Aiken, Commissioner

Kimberly Kaufman, Deputy Clerk to the Board

A signed and recorded version of these minutes is available via the Clerk & Recorder's Office.