



## WORK SESSION SAN MIGUEL COUNTY BOARD OF COMMISSIONERS

### WORK SESSION SAN MIGUEL COUNTY BOARD OF COUNTY COMMISSIONERS

WEDNESDAY, MARCH 8, 2023 – 9:30 AM

1. **9:30 am CALL TO ORDER Join a Meeting, Zoom.us, Meeting, Zoom.us, Meeting ID #534.180.495, Password 014764, audio 1-301-715-8592 or 1-253-215-8782**
2. **REVIEW OF AGENDA**
3. **MOMENT OF SILENCE**
4. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA.**  
*Please limit comments to 3 minutes. If comments are not related to an item on the agenda, there will be no Board response or action taken since the topic was not posted with proper notice and any comment could potentially violate the Colorado Open Meetings Law.*
5. **MATTERS TO BE CONSIDERED FOR DISCUSSION**
  - a. 9:30 am Recognition of Shannon Armstrong named the Rookie of the Year by the Colorado Emergency Management Association.  
5 mins Presented By: Mike Bordogna, County Manager
  - b. 9:35 am Presentation of the 2023 Historical Commission work plan.  
30 mins Presented By: Janet Kask, Parks and Open Space Director; Ted Wilson, Chair of the Historical Commission  
[BOCC - HC Work Plan \(March 2023\) \(2\).pdf](#)  
[HC FINAL WORK PLAN 2023 1-10-23.docx \(1\).pdf](#)
  - c. 10:05 am Presentation of the 2023 Open Space Commission work plan.  
30 mins Presented By: Janet Kask, Parks and Open Space Director; Susie St. Onge, Chair of the OSC  
[BOCC - OSC Work Plan \(March 2023\).pdf](#)  
[OSC 2023 Work Plan - FINAL.docx \(1\).pdf](#)
  - d. 10:35 am Review of the current Park Policies.  
Presented By: Janet Kask, Parks and Open Space Director; Rich Hamilton, Parks and Open Space  
[Down Valley Park Use Policies REVISED 3-8-23.pdf](#)  
[Placerville Park Use Policies 3-8-23.pdf](#)  
[Placerville Schoolhouse Policy & Fee Revisions 3-8-23.docx.pdf](#)
  - e. 11:05 am Discussion with Region 10 on the grant navigator position and San Miguel County grant needs.  
45 mins Presented By: Michelle Haynes, Director of Region 10
6. **MANAGER MATTERS**  
Update and other, as needed.  
Mike Bordogna, County Manager

**7. ADJOURNMENT**

A work session is an informal, deliberative session between staff and members of the BOCC.

Matters considered during these meetings may include receiving reports from County Staff, discussion of County business, or day-to-day oversight of property or employee supervision. No formal, policy-making decisions may be made at a work session. No minutes will be taken. Public comment may be taken.

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



**AGENDA ITEM 5.a**

**TITLE:**

9:30 am Recognition of Shannon Armstrong named the Rookie of the Year by the Colorado Emergency Management Association.

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

**Time needed:** 5 mins

**PREPARED BY:**

Carmen Warfield, Board of County Commissioners

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

**Description:**



## **AGENDA ITEM 5.b**

### **TITLE:**

9:35 am Presentation of the 2023 Historical Commission work plan.

**Presented by:** Janet Kask, Parks and Open Space Director; Ted Wilson, Chair of the Historical Commission

**Time needed:** 30 mins

### **PREPARED BY:**

Carmen Warfield, Board of County Commissioners

### **RECOMMENDED ACTION/MOTION:**

### **INTRODUCTION/BACKGROUND:**

### **FISCAL IMPACT:**

### **ATTACHMENTS:**

[BOCC - HC Work Plan \(March 2023\) \(2\).pdf](#)

[HC FINAL WORK PLAN 2023 1-10-23.docx \(1\).pdf](#)

### **Description:**

DATE: March 2, 2023  
TO: Board of County Commissioners  
FROM: Janet Kask, Director, Parks & Open Space  
Ted Wilson, Chair, Historical Commission  
RE: Historical Commission - 2023 Work Plan

Attached is the 2023 Work Plan for the County's Historical Commission (HC). The HC presents their Annual Work Plan to the BOCC each year for review, feedback and discussion. The HC consists of 7 volunteers - Ted Wilson, Chair; J.J. Ossola, Vice Chair; Kiernan Lannon, John Wontrobski, Amy Levek, Jonna Wensel and Bob Mather. All regular seats and alternate seats are full and occupied.

The HC prioritizes its projects, goals and initiatives each year based on our 2023 budget and available resources. Therefore, we've specified our Action Items for 2023 on pages 1 and 2 and identified Potential Future Projects on page 3 of the Work Plan.

Some projects are ongoing, but we'd like to point out some highlights from 2022 below -

- Lewis Mill - We're proud to state a major accomplishment for 2022 was having Phase 1 completed for repairs at Lewis Mill this past fall. Phase 1 consisted of much-needed repairs, which included roof and front ramp replacement. As you can see from the attached photos, the roof replacement work was very involved and thorough. Portions of the roof blew off last summer due to high winds and we were able to close it up prior to this winter.
- Fall Creek Tram at Primos Siding Structure (Sawpit) - Roof repair/replacement was also completed on this structure in 2022, as part of it blew off due to high winds (see attached photo of structure).
- Matterhorn Mill - I continue to work with the USFS, DRMS and the HC on acquisition and conveyance of the Matterhorn Mill structure and the surrounding 21.49 acre parcel. As I discussed with the BOCC on 2/8/23, I am currently working on the appraisal process and tram cable removal with the USFS and DRMS. As I also mentioned, the County submitted an EPA Brownfields Community-Wide Assessment Grant for \$500K (up to 4 years to spend), which focuses on the Matterhorn Mill, but also offers the option to utilize funding for other historic sites within the County. This Assessment Grant focuses on redevelopment planning, community engagement and returning historic sites to productive reuse/revitalization such as affordable housing and heritage tourism. Therefore, we highlighted the need for affordable housing as part of our grant's Outcomes and Benefits of Reuse Strategy. Grant funding is earmarked for personnel costs, programmatic costs, inventory/outreach and area wide planning. The grant was submitted November 2022 with awards to be announced this April/May 2023.

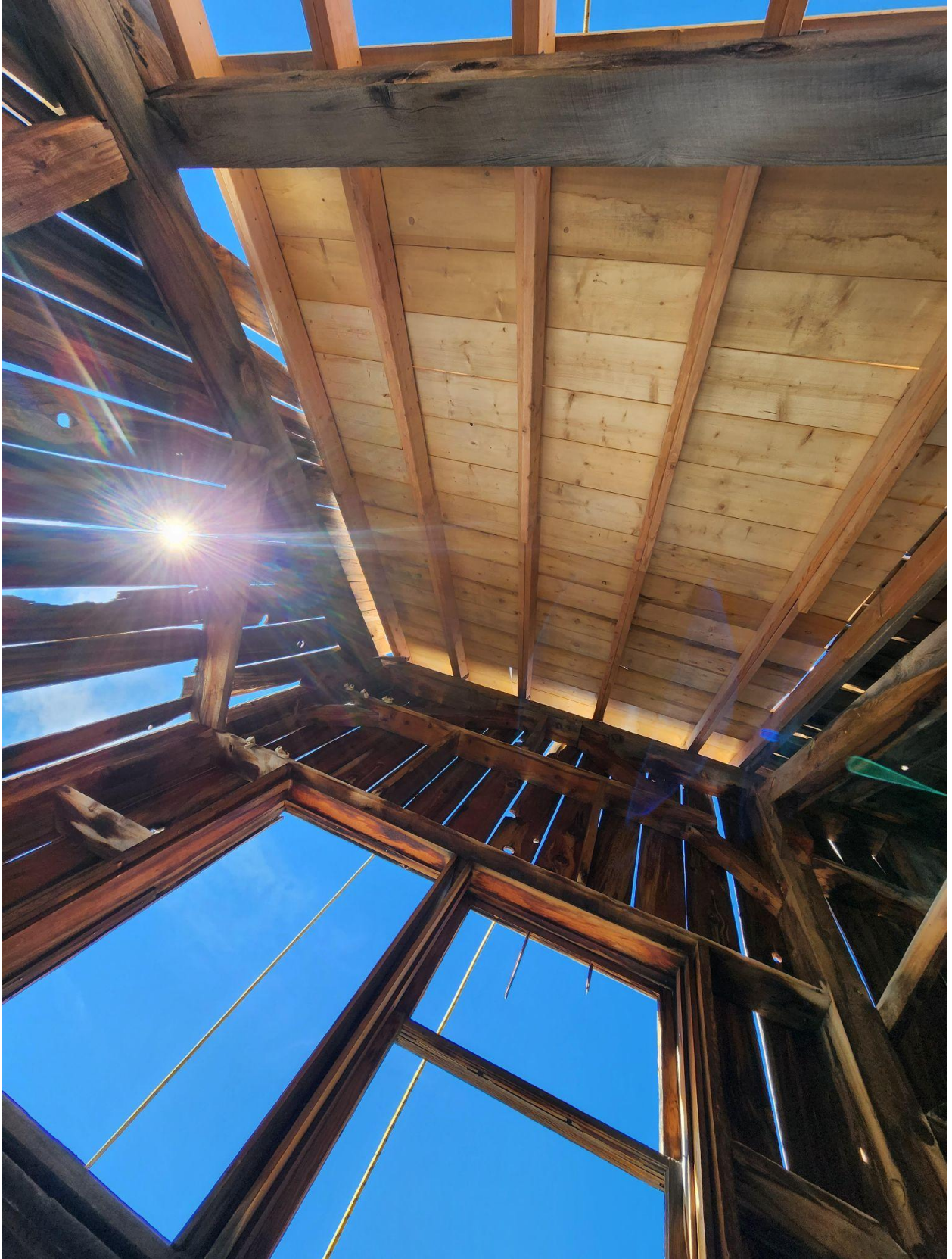
LEWIS MILL PHASE 1 ROOF AND FRONT RAMP REPAIR PHOTOS -











FALL CREEK TRAM AT PRIMOS SIDING -



**SAN MIGUEL COUNTY HISTORICAL COMMISSION  
2023 WORK PLAN/GOALS**

**Historical Commission  
Goals/Programs**

**Action Items  
2023**

**Budget  
2023**

**Notes  
2023**

<p><b><u>Historical Commission Background</u></b> The San Miguel County Historical Commission (HC) was formed in 2000 to recommend the designation of historic landmarks and districts within the County.</p> <p>The HC is comprised of 7 volunteers who are knowledgeable in the area of historic preservation.</p> <p><b><u>Historic Commission Mission</u></b> The HC mission is to preserve the cultural, architectural, and/or historic resources within the boundaries of San Miguel County.</p> <p><b><u>Historic Preservation</u></b> The HC members advocate and educate on matters of historic preservation and assist County staff in developing incentives and regulations when appropriate to enhance historic preservation.</p> <p><b><u>Historic Register</u></b> The County's Historic Register lists the historic landmarks and districts officially designated by the Board of County Commissioners for their historical, cultural and architectural significance.</p> <p>There are currently 29 structures on the County's Historic Register.</p>	<p>a. <b>Cemeteries (Historic)</b> – HC to schedule a historic cemetery tour and conduct a Historic American Landscape Survey.</p> <p>b. <b>Historic Interpretive Signs</b> - Finalize and install interpretive signage at Ilium Valley RGS/Power Plant and Keystone Gorge Loop Trail.</p> <p>c. <b>Ilium Flume Trail</b> – Support this collaborative effort with the USFS, County OSC, and the Telluride Mountain Club.</p> <p>d. <b>Lewis Mill Phase II</b> - Structural repairs/assessment, reinforce flooring, windows, etc.</p> <p>e. <b>Matterhorn Mill</b> – SMC working with USFS on conveyance of the structure/partial site and structural assessment/remediation. USFS to conduct an appraisal and SMC to conduct a valuation consultation.</p>	<p>a. \$5K – Conduct a Historic American Landscape Survey (HALS) of historic cemeteries.</p> <p>b. \$5K – Historic interpretive signage panels and landscaping.</p> <p>c. No funding required at this time.</p> <p>d. \$30,000 for windows, ramp, flooring, structural (RFP awarded in 2022).</p> <p>e. \$30K-Future structural assessment and stabilization for historic tourism; \$15K – Misc. repairs/historic preservation consultants; \$55K – Springboard Preservation Studio (hired consultant – prepare Master Plan); \$3K – Valuation Consultation (consultant); \$8500. – Survey; \$75K – SHF grants (multiple matching funds).</p> <p>POS pursued \$500K EPA historic grant funding, submitted 11/2022. Grants awarded in April/May 2023.</p>	<p>c. The HC/POS hiked this potential trail to ground truth it with the USFS and the TMTc in 2022.</p> <p>e. Continue to work with USFS on conveyance; work with USFS on interior and exterior remediation.</p>
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	<p>f. <b>Mill Creek Park/San Miguel City</b> – break ground in 2023; install historic interpretive signage.</p> <p>g. <b>Placerville RGS Depot</b> – Issue a revised RFP; Work with CDOT and possibly involve the TVFD to determine feasibility of acquiring, joining two structures and determining location.</p> <p>h. <b>San Juan Skyway Scenic Byway Committee</b> – work with VisitDurango to develop updated management plan; fabricate and install new interpretive signage where damaged.</p> <p>i. <b>Fort Peabody</b> –Update signage/ongoing repairs.</p> <p>j. <b>SMC Courthouse</b> - ongoing maintenance and improvements.</p> <p>k. Designate historic properties for the <b>County’s historic register</b>.</p> <ul style="list-style-type: none"> <li>o Liberty Bell structures</li> <li>o Ophir jail/historic cabins</li> </ul> <p>l. <b>Trout Lake Water Tank</b> – Misc. repairs.</p> <p>m. <b>Placerville School House</b> – Misc. repairs.</p> <p>n. HC/POS staff attend/participate in CPI’s <b>Annual Historic Preservation Conf.</b> in Denver.</p> <p>o. <b>HC Field Hikes</b> (continue).</p>	<p>f. Funding for the MCP provided in the County Open Space Commission’s 2022 budget.</p> <p>g. \$20K for revised feasibility study.</p> <p>h. \$5K (with another \$5K in OSC budget)</p> <p>i. \$500 signage/ maintenance.</p> <p>j. \$5K – Ongoing work/repairs; \$250 – Veteran’s Project; \$15K -ADA handicapped-accessible ramp to be installed (west side).</p> <p>k. \$7,500. – A cultural/historical resource survey or site recordation of one property; \$2K – Incentive grants.</p> <p>l. \$2K – Misc. ongoing repairs.</p> <p>m. \$500. – PVSH – Misc. repairs (refinish floors).</p> <p>n. \$1200. – Historic Preservation Conf. (POS Admin. Budget line item).</p>	<p>g. Preliminary meetings between HC, TVFD, private property owners, Placerville Trust, and CDOT.</p> <p>h. Identify critical viewpoints and move towards protection of historic resources and interpretive signage. SMC HC and OSC have representatives on the SJSSBC.</p>
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<p><b><u>POTENTIAL FUTURE PROJECTS</u></b></p> <p><b>Adams Ranch</b> – POS staff/HC working on potential historic designation of the structures from the movie “True Grit” with John Wayne in 1969. Ongoing discussion.</p> <p><b>Alta Lakes Town Site</b> – Under private ownership; install interpretive signage for historic structures. Ongoing discussions.</p> <p><b>Ames-Howard’sFork</b>  <b>Decommissioning</b>-potential conveyance of the 3 structures – Penstock, Diversion Dam and Surge Tank. Potential future trail (USFS). Xcel energy is considering a private purchase offer for the decommissioned structures.</p> <p><b>Barlow historic homestead</b> - In Elk Springs Ranch Land Conservation Easement. Pursue historic designation.</p> <p><b>Boy Scout Building, Norwood</b> – Ownership transferred from the Church to the Norwood Fire Protection District (NFPD). Determine if historic.</p> <p><b>Bridal Veil Trail interpretive Signage</b> at base of fall (after new stairs are installed).</p> <p><b>Bulkeley Wells Cabin</b> – Historic Preservation efforts.</p>	<p><b><u>....continued</u></b></p> <p><b>East end historic resources map</b> - develop and work with the USFS to prioritize historic structures located on USFS land for preservation efforts.</p> <p><b>Impson property</b> – Informational kiosk installation – 4 large placards already prepared. Need to acquire permission from the BLM. Possible crossover project with the County OSC.</p> <p><b>Liberty Bell structures</b> near the Stillwell Tunnel – Possible historic designation and protection and preservation of the structures.</p> <p><b>Pandora Mill</b> – Idarado/Newmont ownership – historic preservation efforts on hold.</p>		<p><b><u>GLOSSARY FOR ACRONYMS:</u></b></p> <p>-BLM – Bureau of Land Management  -CDOT – CO Dept. of Transportation  -CPI – Colorado Preservation, Inc.  -HALS – Historic American Landscape Survey  -HC – Historical Commission  -MCP – Mill Creek Park  -MM – Matterhorn Mill  -NFPD – Norwood Fire Protection District  -OSC – Open Space Commission (County)  -POS – Parks &amp; Open Space Dept.  -PSCo – Public Service Co.  -PVSH – Placerville School House  -R&amp;B – County Road &amp; Bridge Dept.  -RFP – Request for Proposals  -RGS – Rio Grande Southern Railroad  -RR – Railroad  -SJSSBC – San Juan Skyway Scenic Byway  Committee  -SMC – San Miguel County  -TLWT – Trout Lake Water Tank  -TMtC - Telluride Mountain Club  -TVFD – Telluride Volunteer Fire Dept.  -USFS – U.S. Forest Service</p> <p>(Updated 2/9/23)</p>
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**AGENDA ITEM 5.c**

**TITLE:**

10:05 am Presentation of the 2023 Open Space Commission work plan.

**Presented by:** Janet Kask, Parks and Open Space Director; Susie St. Onge, Chair of the OSC

**Time needed:** 30 mins

**PREPARED BY:**

Carmen Warfield, Board of County Commissioners

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

[BOCC - OSC Work Plan \(March 2023\).pdf](#)

[OSC 2023 Work Plan - FINAL.docx \(1\).pdf](#)

**Description:**

DATE: March 3, 2023  
TO: Board of County Commissioners  
FROM: Janet Kask, Director, Parks & Open Space  
Susie St. Onge, Chair, Open Space Commission  
RE: Open Space Commission - 2023 Work Plan

Attached is the 2023 Work Plan for the County's Open Space Commission (OSC). The OSC presents their Annual Work Plan to the BOCC each year for review, feedback and discussion. The OSC consists of 7 volunteers - Susie St. Onge, Chair; Jason Merritt, Vice Chair; Angela Dye, Laura Kudo, Roger Wickham, Yvette Henson and Sefra Maples. All regular seats are full and we have one alternate member position open.

The OSC prioritizes its projects, goals and initiatives each year based on our 2023 budget and available resources. Therefore, we've specified our Action Items for 2023 and have added the "Ongoing" category for continuous projects.

Since there is overlap with certain projects between the Parks & Open Space (POS) and Natural Resources (NR) departments, the NR Director was consulted during the review and preparation phase of this Work Plan.

Whereas some projects are ongoing, I'd like to point out some highlights and accomplishments from 2022 and new initiatives earmarked for 2023. They are listed below, but aren't limited to the following -

- Ecosystem Health and Conservation (EHC page 1) - This is a new title for this category and replaces the previous title of Payment for Ecosystem Services (PES). Whereas, the OSC only requested the title change, they felt this section encompassed more than just the County's PES program and wanted to expand upon its definition, goals and projects.
- Mill Creek Park - As the overall conceptual plan for this park comes to fruition, County POS staff and the OSC are better able to define their vision for this park, which includes, but isn't limited to, pollinator plantings, a dog park and potential recreational attributes. A grading plan and water service/irrigation system design are currently underway. I have previously discussed this project with the BOCC.
- PES - The County is in its 3rd year of the CWCB grant with approx. \$24K remaining in funding. We had 5 participants in our PES Land Use Protection Program in 2022. As discussed, the County is pursuing a potential partnership with the Shavano Conservation District (SCD) to further and expand the goals and initiatives of the County's PES program. Discussions continue with the SCD, as they'll meet with their Board on 4/7 and submit a proposal to the County to better define roles and responsibilities along with associated costs. The current plan is to continue this discussion with the BOCC on 4/19.

- OA Greager Parcel - The County purchased this 160 acre parcel from the Boy Scouts in 2015. It was deemed open space and is landlocked between the USFS (1 side) and the CPW Dan Noble State Wildlife Area (3 sides). We also have Zeedyk structures on site for the GuSG. I presented a draft OA Greager (OAG) Use Management Plan to the BOCC on 7/27/22. At that time, I mentioned the OSC wanted to make this parcel available to the local community for day use and educational field trip purposes in a thoughtful and respectful way to wildlife and our neighbors. We would initiate a permitting system and since GuSG may exist on the sage flats portion, access would be limited based on the GuSG mating season. We are working with CPW for a collaborative effort and approach. County POS staff and the OSC are working on an educational curriculum and whereas, we don't know if demand and/or interest will exist with local schools, we'd like to continue to pursue this initiative.
- Bridal Veil Trail - County POS staff have identified the need to connect the lower portion of the BVT and the upper portion of the BVT as it passes by the base of the waterfalls. The plan is to erect steel steps/stairs across rock, potentially have a small deck/overlook, which would complete this connection. The Upper BVT takes hikers to the top K69 switchback at Black Bear Road. We hired an engineer to evaluate the rock and conduct core sampling analysis and will issue an RFP for the steel steps portion.
- Pheromone Packs - County POS staff ordered and installed Douglas Fir pheromone packets with the OSC and in conjunction with the USFS and Town of Telluride in 2022. For 2023, we are proposing a community outreach project to coincide with Earth Day and include local schools, groups and the County's Employee Wellness Committee.
- Planning Dept./East End Master Plan - The OSC is participating in the review and discussion for the revision and update of the County's proposed EEMP. We are in the midst of formulating our comments and statement in coordination with the County's Planning Department. The OSC is also included in the review of the Society Turn Development project and other projects associated with the Planning Department.
- Down Valley Connector Trail - I presented an update on the DVCT project to the BOCC on 7/27/22. At that time, Otak, Inc. had been hired as our consultant to oversee the Feasibility Study for this potential new trail project. This 3-mile corridor along SH145, stretches from the County's Down Valley Park to the M59 River Trail in Sawpit, includes 150 residents and was broken down into 5 segments. Public meetings for the individual segments were held in October 2022. Otak and I meet on a regular basis and are reviewing the environmental studies, cultural resource reports, CDOT regulations and proposed construction costs/budget. We've also been in discussions with neighbors regarding potential easements. Our plan is to finalize our review, meet with our Project Study Committee and then bring this project before the BOCC for discussion.

- The OSC has also participated in the Regional Recreation Collaborative meetings with the NR Director to discuss E-bike usage with local relevant stakeholders. The Regional Trails Map is currently being updated to highlight E-bike usage and allowances.
- Perimeter Trail - We've conducted a few site walk visits for this potential new 1.9 mile trail, which would start at Bear Creek in Town Park and connect with the County's Bridal Veil Trail at the east end of town. The trail has topographical challenges and crosses land belonging to the Town, the USFS, the County and Idarado. Site walk visit attendees have included the County, the OSC, Idarado, the Town of Telluride, the USFS and Dave Foley. Whereas, Foley finished the initial survey, crossing USFS land (100') would require compliance with NEPA and the entire trail would have to adhere to USFS trail regulations. Our last site walk enabled us to review and consider an alternative trail alignment, which would enable the trail to bypass USFS land and enter Idarado land sooner than initially planned. Idarado is supportive of this approach so we will regroup on site this spring with Foley et al and discuss alternative trail alignment options.
- San Juan Skyway Scenic and Historic Byway Committee - The County's OSC and Historical Commission both have members who serve on the SJSSHBC. The ultimate goal is to evaluate needs of the County SJS signage inventory, implement signage upgrades and get the Tribal Nations involved for appropriate verbiage and messaging.

The SJSSHBC is in the midst of a management reorganization effort with Visit Durango, Inc. taking the lead. The County's OSC, Historical Commission and the Telluride Tourism Bureau submitted letters of support for their "Reimagine Industry Assoc. Program Destination Development" grant application to support their effort. The grant would provide planning and management consultant services to assist with the management and reorganization effort of the SJSSHBC.

## SAN MIGUEL COUNTY OPEN SPACE COMMISSION 2023 WORK PLAN/GOALS

**Mission Statement:** The San Miguel County Open Space Commission seeks to protect, conserve and enhance lands important for open space, recreation, natural habitat, agriculture and scenic beauty throughout San Miguel County for this and future generations.

<u>Goals/Programs</u>	<u>Accomplished 2022</u>	<u>Action Items 2023</u>	<u>Budget 2023</u>
<p><u>San Miguel Land Heritage Program</u> - The Open Space Commission (OSC) will continue to facilitate the preservation of important lands in San Miguel County (SMC) by contributing funds for transaction costs associated with viable conservation easements being closed by certified land trusts.</p>	<p>9000+ acre LCE closed. Largest in County history.</p>	<p>a. Overview the properties in the County’s Land Heritage Program (LHP); review/consider potential additional LCE’s and make recommendations to the BOCC when appropriate.</p> <p>b. Due diligence for LCE’s, appraisals, environmental assessments, etc.</p> <p>c. Routine advertising.</p> <p><u>ONGOING:</u></p> <ul style="list-style-type: none"> <li>• <i>Participate in and review the LHP on an as-needed basis.</i></li> </ul>	<p>a. \$100K (Potential Future LCE’s)</p> <p>b. \$1K due diligence</p> <p>c. \$500 routine advertising</p>
<p><u>Ecosystem Health and Conservation</u> - Assist in the development and implementation of PES programs and other projects that enhance land, watershed, soils and forest health, and/or provide protection or enhancement of habitat for species of concern to the County.</p>	<p>Continued to plant pollinator plants at County park gardens and pollinator garden; hired a seasonal gardener for DVP pollinator garden.</p> <p>Included pollinator strips in Mill Creek Park conceptual plans.</p> <p>\$38,955 awarded to 5 ranches for the PES Land Use Protection program.</p> <p>Began discussions on OAG Use Management Plan; signage installed on perimeter of property.</p> <p>POS staff ordered and installed Douglas Fir pheromone packets in conjunction with USFS and TOT.</p>	<p>a. Planning for Pollinator Garden strips in Mill Creek Park - determine irrigation source.</p> <p>b. Develop Pollinator Gardens and programming including seasonal hire, plant germination greenhouse, seed distribution, outreach/ education.</p> <p>c. Payment for Ecosystem Services (PES): Identify County Open Space PES project priorities annually.</p> <ul style="list-style-type: none"> <li>o Continue to award landowners PES funds for Land Use Protections; implement year 3 of CWCB grant. SMC POS to continue to provide grant matching funds.</li> <li>o Support SMC food waste and composting grant projects.</li> </ul> <p>d. Develop a Use Management Plan for the OAG parcel working collaboratively w/CPW. Define active and passive open space uses per County Land Use Code.</p> <p>e. Fund San Miguel Watershed Coalition request for Forest Health Monitoring and consider other SMWC initiatives.</p> <p>f. County rep. to attend Ecosystem Health and Conservation conferences (Quivira, COSA, Xerces?).</p>	<p>a. \$20K for MCP pollinator plantings</p> <p>b. DVP pollinator garden plantings and seasonal labor in Parks budget (\$2K)</p> <p>c. \$100K</p> <p>e. \$8,500K (Community Support Funding budget)</p> <p>f. \$2K</p>

		<p>g. Collaborate with the TOT OSC, USFS to purchase and apply Douglas Fir pheromone packets.</p> <p>h. Support Fen Studies (Telluride Institute) and receive updates from the NR Director/TL.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>• Receive PES updates from CWCB grant consultant.</li> <li>• Receive updates on Regenerative Recovery/Regenerative Ag Program where SMC is a participant.</li> <li>• Receive updates from NR Director on Ag Lands Carbon Sequestration GreenHouse Gas Study.</li> <li>• Receive update from conference attendees.</li> <li>• Receive updates from VC&amp;M NWM Manager/CWAB on SMC noxious weeds and control and GuSG noxious weed treatment areas.</li> <li>• Monitor Soil Health Program and PES soils projects.</li> <li>• Consider LCE properties for PES projects (LHP).</li> <li>• Receive Sibold/SMWC/NR Forest Health updates.</li> <li>• O.A. Greager parcel – Receive updates from the NR Director on the monitoring and maintenance of the Zeedyk structures (11).</li> </ul>	<p>g. \$3K for pheromone packets</p> <p>h. \$4K (in Community Support Funding budget)</p>
<p><b>Annual Work Plan Development and Implementation:</b> The OSC will develop an annual work plan and companion budget requests in time for presentation to the BOCC to inform the development of the following year's budget during the County's budget process. The OSC and POS Director will make annual presentations to the BOCC to provide updates to progress being made on each year's Work Plan.</p>	<p>Developed a 2022 Work Plan with action items related to each program and goal.</p> <p>Determined priorities, timelines and related budget needs for action items.</p> <p>The 2022 Work Plan was posted on the County website.</p>	<p>a. Obtain and compile input from OSC/POS/BOCC and refine the Work Plan to coincide with the County's budget process. Prepare budget requests with POS Director for following year.</p> <p>b. Present Work Plan to BOCC to inform the development of the following year's budget. The POS Director and OSC Chair will provide updates of progress being made on each year's OSC Work Plan to the BOCC.</p> <p>c. Post the OSC Work Plan, an active working document, on the County website.</p>	
<p><b>Education/Outreach</b> - The OSC will help keep the public aware and informed and will facilitate public outreach and education on relevant topics, including but not limited to updates on activities and progress of the OSC on its annual Work Plan, using a variety of media and strategies such as social media platforms, press releases, radio interviews, guest columns, forums, etc.</p>	<p>News articles published: OSC year-end wrap up, BVT bridge, Douglas Fir pheromone packets, DVCT, CCALT closing, etc.</p>	<p>a. Produce and publish POS Annual Report (POS Director prepares this document).</p> <p>b. Prioritize topics to raise community awareness of items relevant to OSC Work Plan and goals.</p> <p>c. Support community education of GuSG (with NR), PES projects, Noxious Weed Management, trail etiquette, etc.</p> <p>d. Provide updates of success of achieving action items on goals/programs through press/newspaper columns, radio releases, meetings, etc.</p> <p>e. Post County OSC accomplishments and the Annual OSC Work Plan on the County website.</p>	

		<p>f. Prepare plan for installation of Doug Fir pheromone packets in the community for Earth Day activity and outreach pilot project.</p> <p>g. OAG/GuSG day uses/educational field trips.</p> <p>h. Coordinate Earth Day activities with local schoolchildren (pheromone packets, trail/park work, pollinator seed collection/distribution).</p>	<p>f. See g in EHC above</p> <p>g. \$2K for OA Greager items (picnic tables, etc.)</p>
<p><b>Mining, Oil and Gas, and Development</b> The OSC will monitor oil and gas leasing, mining and development proposals (or that may affect SMC Open Space parcels) and activity within SMC.</p> <p>This is a crossover item with the County's department of Natural Resources &amp; Special Projects (NR/SP).</p>	<p>NR Director follows the Colorado Oil and Gas Conservation Commission (COGCC), provided comments, and attended their meetings. Updates and reports were provided to the OSC.</p>	<p>a. Review reports from POS Director/County liaison and staff on such development proposals relevant to the OSC.</p> <p>b. Review status map showing current mining activity, active leases, pending leases.</p> <p>c. Square GuSG, EHC, PES, recreation efforts and goals with mining, oil and gas development activities.</p> <p>d. Review water health as it relates to Oil &amp; Gas and to Open Space projects, properties and goals.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>Receive COGCC and other oil and gas leasing, mining, development and rulemaking reports and updates from NR Director.</li> <li>Work collaboratively with the Director of NR.</li> </ul>	
<p><b>Gunnison Sage Grouse</b> - The OSC will continue to support the protection, preservation and enhancement of GuSG habitat and to monitor efforts of agencies and other stakeholders working on this effort.</p> <p>Beginning mid-2021, the County's GuSG efforts are managed by the Department of Natural Resources. However, funding is still provided through the OSC's annual budget.</p>	<p>GuSG Site Assessment Field Visits with CPW and NFWF – Miramonte area and Dry Creek Basin (ongoing by POS/NR).</p> <p>County POS worked with Montezuma Land Conservancy – Obtained a GOCO/NFWF Restore Grant (\$277K) to enhance GuSG habitat in both San Miguel and Dolores Counties (5/21).</p> <p>Restore Grant Initiatives (2 years) – Tamarisk Removal, Dry Creek, Zeedyk Structures, Miramonte Meadows, Iron Springs, etc. (2022/2023).</p>	<p>a. Continue to support the GuSG Working Group and fund GuSG Coordinator Salary. Total serves as matching grant funds.</p> <p>b. Support/receive updates from NR on Zeedyk structure repair, maintenance and monitoring.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>Consider potential LHP/LCE properties within mapped GuSG areas.</li> <li>Acquire GuSG updates from NR Director and CPW.</li> <li>Acquire updates from NR on habitat restoration projects, Zeedyk erosion control, partners and stakeholders, and projects to support GuSG and PES overlap.</li> </ul>	<p>a. \$14,500 used as matching funds for the Restore Grant (Community Support Funding).</p>
<p><b>Planning Dept. Referrals</b>–Work with County Planning staff to review summary referrals of development and planning applications having a nexus to or component that would impact open space, parks, trails, public access or the GuSG. The OSC intends to provide timely recommendations or input on such applications as they pertain to the OSC's goals or mission.</p>		<p>a. Participate, review, discuss and provide comments on the revision of the County's East End Master Plan.</p> <p>b. Review the SMC High Country Area (HCA) Zoning District; assess the value system.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>Receive updates on SMC noxious weed control services and Citizens Weed Advisory Board (CWAB).</li> <li>POS Director/staff will inform and schedule site visits with OSC of issues affecting SMC Parks &amp; Open Space.</li> </ul>	

		<ul style="list-style-type: none"> <li>• <i>POS Director/staff will inform or schedule timely OSC review for submittal of recommendations to Planning Department.</i></li> <li>• <i>Consider the acquisition of potential open space parcels within SMC.</i></li> </ul>	
<p><b>Enhancing Recreational Opportunities and Trails</b> - Partner with existing groups and entities to assist in opportunities for trail connectors, and retaining, enhancing and protecting access to public lands.</p>	<p>County POS awarded a bid to a consultant and began a feasibility study of the Down Valley Connector Trail project.</p> <p>SMC staff responded to several instances of vandalism of No E-bike signage and illegal use of E-bikes on County trails.</p> <p>Perimeter Trail potential trail alignment completed in 2022. OSC site walks with Idarado, USFS, TOT and TMtC.</p> <p>Hiked potential alignment of Ilium Flume Trail with USFS and the TMtC.</p> <p>County POS awarded RFP and hired consultants to develop a conceptual park plan for Mill Creek Park.</p> <p>POS staff hired a firm to conduct core samples on the rock for the potential future steel stairs for the Upper BVT.</p> <p>Lawson Hill underpass trail project - SMC grant funding partner (\$33K).</p> <p>Participated in Regional Trails Map effort with partners, stakeholders. Overall effort led by the County OSC Chair.</p>	<p>a. Continue to assess County trail/park signage needs and the potential for design guidelines to be established.</p> <p>b. Review draft DVCT feasibility Study with POS Director, consultant and the community.</p> <p>c. Review Foley survey of proposed Perimeter Trail with project partners; determine feasibility of project and potential easements; preliminary budget work.</p> <p>d. Ilium Flume Trail – Support Historical Commission, USFS, and other partners with this potential USFS trail.</p> <p>e. Mill Creek Park – Determine water source for irrigation; begin to determine funding sources based on final park plans.</p> <p>f. NR Director to provide updates on monitoring EPA tailings removal project with concern for ecosystem health and revegetation on County land in Lawson Hill.</p> <p>g. POS staff to issue an RFP to build steel stairs across rock; complete Upper Bridal Veil Trail alignment connector to Bridal Veil Falls to top switchback at Black Bear Road, with deck.</p> <p>h. Participate in Regional Recreation Collaborative led by NR.</p> <p>i. Discuss future plans for the recreational uses of OA Greager.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>• <i>Continue to work with partners on regional trails to consider new County trails.</i></li> <li>• <i>Continue to review E-bike usage on County trails and pursue inclusiveness where appropriate.</i></li> </ul>	<p>a. \$2K - Trail education signage</p> <p>b. \$75K POS matching CDOT MMOF grant funds</p> <p>c. Perimeter Trail: \$45K (seek grant)</p> <p>e. MCP site work planning and development: \$67K (seek grant for actual construction)</p> <p>g. BVT engineering/steel stair project: \$20K (under a separate Parks budget line)</p>
<p><b>Scenic Resource Protection</b> - The OSC will work with County staff and other partners such as land trusts, landowners and public agencies to identify critical views for potential protection through easements. The OSC will also coordinate with CDOT on their projects for impact to the Scenic Byways traversing our County - San Juan Skyway and Unaweep/Tabeguache Byway.</p>	<p>Supported effort for the Reimagine Colorado Tourism Board grant with Visit Durango for redevelopment of SJS Management Plan and Board.</p> <p>Created inventory of interpretive signage along County portion of San Juan Skyway.</p> <p>OSC Member serves as the OSC liaison on the San Juan Skyway Scenic Byway Committee. An HC member serves as well.</p>	<p>a. Identify critical viewpoints and move towards protection.</p> <p>b. Review the need for LCEs to protect scenic corridors along 2 skyways traversing SMC.</p> <p>c. Identify nexus with habitat/recreation use.</p> <p>d. When held, attend the annual SJSSBC conference. OSC rep to report back with updates.</p> <p>e. Evaluate needs of County SJS signage inventory; implement signage upgrades; get Tribal Nations involved for appropriate verbiage and message.</p>	<p>d.\$250</p> <p>e. \$5K for interpretive signs on SJS (with \$5K in HC budget); work with County R&amp;B.</p>

		<p>f. Participate and provide input to Visit Durango regarding the Scenic Byways Corridor Management Plan Update and the SJSSBC board.</p> <p>g. Research funding opportunities for Scenic Byway improvements  - pull-out areas, signage panels, etc. - with CDOT, USFS, SMC R&amp;B, etc.</p> <p><b>ONGOING:</b></p> <ul style="list-style-type: none"> <li>• <i>Be proactive in advocating for better management practices with CDOT.</i></li> <li>• <i>Provide input to the Scenic Byways Corridor Management Plan Update and SJSSBC board.</i></li> <li>• <i>Recommend necessary upgrades to ensure maintenance and safety on our scenic byways.</i></li> </ul>	
<p><u>Collaboration with Town of Telluride Open Space Commission</u> - The SMC OSC will have 1 member who has dual membership on both the Town and County OSC's in order to facilitate a working relationship between the two groups.</p>	<p>TOT OSC Crossover reports distributed as part of the SMC OSC meetings.</p> <p>POS staff ordered and installed Douglas Fir pheromone packets in conjunction with USFS and TOT.</p>	<p>a. Crossover representative to determine most important aspects of TOT and SMC OSC meetings to briefly summarize in a Crossover Report to members. Crossover rep. to communicate between both OSC and suggest/share cooperative /complimentary projects.</p>	
<p><b>GLOSSARY FOR ACRONYMS:</b></p> <ul style="list-style-type: none"> <li>- BOCC – Board of County Commissioners</li> <li>- BVCT – Bridal Veil Creek Trail</li> <li>- CDOT – CO Dept. of Transportation</li> <li>- COGCC – CO Oil Gas Conservation Comm.</li> <li>- CPW – Colorado Parks &amp; Wildlife</li> <li>- CWCB – CO Water Conservation Board</li> <li>- DVCT – Down Valley Connector Trail</li> <li>- DVP – Down Valley Park</li> <li>- EHC – Ecosystem Health &amp; Conservation</li> <li>- GOCO – Great Outdoors Colorado</li> <li>- GuSG – Gunnison Sage Grouse</li> <li>- HCA – High Country Area Zoning District</li> <li>- IGA – Intergovernmental Agreement</li> <li>- LCE – Land Conservation Easement</li> <li>- LHP – Land Heritage Program</li> <li>- MLC – Montezuma Land Conservancy</li> <li>- MMOF – Multi-Model Options Fund</li> </ul>	<ul style="list-style-type: none"> <li>- NFWF –National Fish &amp; Wildlife Foundation</li> <li>- NR – Natural Resources</li> <li>- OS – Open Space</li> <li>- OSC – Open Space Commission</li> <li>- PES – Payment for Ecosystem Services</li> <li>- POS – Parks &amp; Open Space dept.</li> <li>- R&amp;B – Road &amp; Bridge dept.</li> <li>- RFQ – Request for Qualifications</li> <li>- SJS – San Juan Skyway</li> <li>- SJSSBC – San Juan Skyway Scenic Byway Committee</li> <li>- SMART – San Miguel Authority for Regional Transportation</li> <li>- SMC – San Miguel County</li> <li>- SMVC – San Miguel Valley Corps.</li> <li>- TI – Telluride Institute</li> <li>- TmTc – Telluride Mountain Cub</li> <li>- ToT – Town of Telluride</li> <li>- UBVT – Upper Bridal Veil Trail</li> <li>- USFS – United States Forest Service</li> <li>- VC&amp;M – Vegetation Control &amp; Mgmt.</li> <li>- WETA – West End Trails Alliance</li> </ul>		



**AGENDA ITEM 5.d**

**TITLE:**

10:35 am Review of the current Park Policies.

**Presented by:** Janet Kask, Parks and Open Space Director; Rich Hamilton, Parks and Open Space

**Time needed:**

**PREPARED BY:**

Carmen Warfield, Board of County Commissioners

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

[Down Valley Park Use Policies REVISED 3-8-23.pdf](#)

[Placerville Park Use Policies 3-8-23.pdf](#)

[Placerville Schoolhouse Policy & Fee Revisions 3-8-23.docx.pdf](#)

**Description:**

DATE: March 3, 2023  
 TO: Board of County Commissioners  
 FROM: Janet Kask, Parks & Open Space Director  
 Rich Hamilton, Parks Supervisor  
 RE: Down Valley Park Policy Additions and Revisions

\*\*\*\*\*

Please see the attached Down Valley Park Use Policies and Fee Structure Manual, which was initially created in 2004. As a result of increased visitation and staff observation, the County’s Parks & Open Space department is proposing the BOCC consider the following additional park policies, and policy revisions to the Down Valley Park use document:

**GENERAL DOWN VALLEY PARK RULES AND REGULATIONS:**

- **OHV and Electric Bicycle Use in the Park (page 3/section 2): Motor vehicles are currently permitted on the boat ramp access road and parking lot only.**  
OHV Policy Change: The current policy allows for OHV use on the access road to the boat ramp and in the parking lot. However, because County roads leading to the Park aren’t approved for OHV use, we suggest disallowing OHV use in the park altogether. In addition, we propose to strike language that allows un-licensed motor vehicles on the park road or in the parking lot.  
Electric Bicycles policy addition: Adding language to allow e-bikes in parking lots and vehicle access roads (same as licensed motor vehicles).  
No unattended trailers: Adding language to disallow unattended trailer parking at park.
- **Fires and Fireworks (page 4/section 4):**  
Fireworks: Adding language to prohibit fireworks, and wood burning in parks.  
Grills and Propane: Clarification that charcoal fires are permitted in designated grills and propane camping stoves are permitted in designated picnic areas.  
Fire Restrictions: Adding language to confirm that all fires and grill use must follow existing San Miguel County and United States Forest Service fire restrictions.
- **Alcohol and Drugs (page 4/section 5): The parks are currently designated as an alcohol and drug-free zone except when specifically authorized by the BOCC or designee (POS department) through an authorized use or special event permit.**  
Vaping: Adding language to prohibit cannabis vaping pens in the park.  
Smoking: Adding language to prohibit smoking of any kind indoors in bathrooms.
- **Loud Noise and Disturbances (page 4/ section 6):**  
Drones: Adding language to prohibit use of drones and radio controlled aircraft in the County’s Down Valley Park.
- **Firearms (page 5/section 7): The possession and use of firearms and other weapons are prohibited in the park.**  
Archery: Adding language to prohibit archery and target shooting in park.

- **Ice Skating (page 5/section 8):** Swimming, wading and boating in the pond are at the risk of party involved.  
Ice Skating: Adding language to include ice skating as an at-user's own-risk activity.
- **Animals (page 5/section 9):** Dogs and cats must be on leash or under voice command.  
Dogs: Clarifying dogs, cats and domestic animals must be under control and in sight of owner at all times.  
Beavers: Adding reference to language for coexisting with beavers per conservation easement and the adopted Beaver Management Plan.
- **Garbage and Trash (page 6/section 10):**  
Dumping: Adding language prohibiting dumping of household trash and hazardous waste that may be punishable under state and federal laws.
- **Golfing (page 6/section 12):** Golfing was allowed in Park with permission.  
No clubs or balls: Changing language to prohibit use of golf clubs and/or golf balls in the park due to potential damage to the athletic fields and general public safety.

### **ATHLETIC FIELDS AND PICNIC PAVILION:**

- Maximum use (page 10/section 4): Adding language to set maximum use of picnic pavilion at 50 persons.
- Picnic Reservations (page 10/section 4): Adding language to allow for reserved use of Picnic Pavilion similar to the reserved use of athletic fields.

### **PARK AND FACILITY USE PERMITS:**

- **Use Permits (page 10/section 1):** A use permit or use license agreement is required to reserve any portion of the Park for any activity.  
Use Permits versus License Agreements: Clarifying language to require groups of 49 or less to obtain a use permit, and events of 50-150 people must enter into a use license agreement.
- **Damage and Clean-up Deposit (page 11/section 3):** Deposits are currently at the discretion of the Parks Supervisor.  
Deposit amounts: Settling rules that there shall be a refundable \$50 deposit for groups up to 20 people, \$100 for 21 up to 49 people, and \$500 for groups 50-150 people. Changing fee from \$30 per hour to \$100 per hour if staff is required to perform clean-up of facility after event.
- **Permit Cancellations (page 11/section 4):** Adding language that the Parks Supervisor may cancel an event and refund fees in case of natural disaster and/or other unsafe conditions. Adding reference to the County Evacuation Policy for County evacuation procedures.
- **Alcohol at Licensed Events (page 13/section C):** Intoxicating beverages are prohibited except by special permit.  
Liquor License: Clarifying that a liquor license must be obtained to sell alcohol at any event on County property.  
Youth Events: Adding language to prohibit possession and consumption of alcoholic beverages at youth events.

- **Control Personnel (page 13/section I):** If control personnel are necessary, the applicant shall supply such personnel.  
Control Personnel: Clarification that applicant shall pay for costs associated with any control personnel specified by County for a permitted event.
- **Refunds (page 14/section 9):** A \$10 handling is deducted if a refund is requested before schedule is completed.  
Handling fee: Suggest increase from a \$10 to \$25 handling fee deducted if a refund is requested before full athletic or classes/meeting schedules are completed.

### **POND AND RIVER BANK CONSERVATION EASEMENT:**

- **Commercial Fishing (page 16):** According to the conservation easement, commercial fly fishing is allowed provided that such use is at de minimus levels.  
Commercial fishing: Staff observation indicates that commercial fishing does not occur at de minimus levels and is damaging to riparian vegetation within the conservation easement, therefore, POS requests to prohibit commercial fishing in the pond and riverbank easement areas. This request is with consent from the San Miguel Conservation Foundation.
- **Fishing (page 16):** The pond may be stocked by CPW and designated as a kids' pond only.  
Fishing: Staff proposes to change rules to: catch and release allowed for adults, and children 12 and under may use bait and keep one fish.

### **RESERVATION REQUEST FORMS FOR ALL PARK FACILITIES (Appendix)**

- Public Health: Request adding language to all forms that all users must comply with current San Miguel County Public Health orders.



# San Miguel County Parks & Open Space

## Down Valley Park

### Use Policies & Fee Structure Manual

AS APPROVED AND ADOPTED BY THE SAN MIGUEL COUNTY  
BOARD OF COUNTY COMMISSIONERS BY RESOLUTION 2004- 21  
REVISIONS APPROVED BY THE B.O.C.C. ON MARCH 17, 2010; **UPDATED 2023**

San Miguel County Parks & Open Space Department  
PO Box 1170, 333 W. Colorado Ave., Telluride, CO 81435  
Down Valley Park address: 22855 Colorado Highway 145, Placerville, CO 81430  
Telephone (970)369-5424; Website: [www.sanmiguelcountyco.gov](http://www.sanmiguelcountyco.gov)

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**Enacted by Resolution of the San Miguel County Board of Commissioners pursuant to Colorado Revised Statutes Title 29, Article 7, Part 1, Title 30, Article 11, Part 1, and §18-9-117, C.R.S., effective as of 03-17-2010.**

## General Down Valley Park Rules and Regulations

### 1. Presence of Members of the Public in the Parks

The Down Valley Park is open to the public daily from 6:00 AM to 9:00 PM year round, with opening and closing dates to be determined by the County Parks Supervisor, in consult with the Parks & Open Space Director, dependent upon weather conditions, presence of a public emergency or fire smoke. Notice of such park rules shall be posted at the Park Entrance, at the County Offices in Telluride, on the County website and disseminated to the local news media. Park quiet hours are from 9:00 PM to 6:00 AM. Quick use of the bathrooms is allowed during park quiet hours. Any person's lingering or long term presence, use or occupancy in the park, parking lot, or in and around the bathrooms between the hours of 9:00 PM and 6:00 AM is prohibited and will be monitored by the County Sheriff's Office. (§18-9-117, C.R.S.)

### 2. Motor Vehicle and Electric Bicycle Use in the Park

Motor Vehicle use in the Park, including licensed cars, trucks, motorcycles, electric scooters, one wheels and **all classes of electric bicycles**, is limited to the designated vehicular access road to the boat ramp and the designated parking lot area. Under no circumstances shall any such motorized vehicles be operated in or upon the ball fields, pond, or any other area of the Park not specifically designated for Motor Vehicle use. River access boat ramp is located at the end of the service road at the far southern edge of the park. Vehicular access to the boat ramp is possible only during boating season. Boating season is when the Park is open and when the river level is 250 cubic feet per second or higher as determined by the most recent readings obtained from the gauge station on the San Miguel River located downstream from the Park and available at (<https://waterdata.usgs.gov/co> for San Miguel River near Placerville). When using the boat ramp, boaters are to unload river gear at the ramp, and then park their vehicle in the parking lot. Be considerate of the neighboring properties and other boaters by unloading as quickly and quietly as possible. **Use of all classes of electric bicycles is restricted to the parking lots and designated vehicular access roads. Limited motor vehicle access may occur during contracted arborist work, approved utility work and by special use permit only. Heavy equipment, that may damage irrigation systems, is not permitted. No unattended trailers are permitted in the park.** (§18-9-117, C.R.S.)

### 3. Overnight Camping

Any form of camping or temporary residence, including any and all forms of car camping and tent camping, using any form of recreational vehicle, camper trailer, or other motorized vehicle, is prohibited in the Park and the parking lots from 9:00 PM to 6:00 AM (§18-9-117, C.R.S.)

### 4. Fires and Fireworks

Campfires **and fireworks** are prohibited in the Park. No open fires or **wood** burning are allowed in the Park except in those areas duly designated with signage by the County allowing such fires. **Charcoal fires are permitted in designated grills. Propane camping stoves are permitted in designated picnic areas. All charcoal, camp stove, and open fires must follow existing San Miguel County and United States Forest Service fire restrictions.** (§18-9-117, C.R.S., when Park is closed to public; §29-7-101, C.R.S., when Park is open to public.)

### 5. Alcohol and Drug Free Zone

The use and/or possession of alcoholic beverages, **cannabis vaping pens** and controlled substances within the Park by members of the public is prohibited, except to the extent specifically authorized by the Board of County Commissioners or its designee. The Park is posted as alcohol and drug free zone due to its affiliation with the regional school districts. Alcohol may only be sold if a liquor license is obtained. The athletic field is home of the Telluride High School Soccer and Lacrosse programs. The parklands held under conservation easement with San Miguel Conservation Foundation constitute one of the San Miguel Watershed's Living Classroom sites, which are utilized by all school districts in this watershed. The Board of County Commissioners, or its designee, may require a written request for such activity, and may permit consumption of alcohol for authorized reserved uses or permitted special events, subject to compliance with specified terms and conditions. **Smoking, of any kind, is not permitted inside public restrooms.** (§18-9-117, C.R.S., when park is closed; §29-7-101, C.R.S., when park is open).

### 6. Loud Noise and Disturbances

Loud noises, drones, and radio controlled aircraft are not permitted in the park. Park users shall be considerate of other users and residents of neighboring properties by avoiding the use of any radio, tape player, **drone, radio controlled aircraft**, band or musical instrument, television, phonograph, or any device capable of reproducing sound at such high volume so as to disturb the peace and quiet of another Park user or resident of a neighboring property. In no event shall Park users engage in any activities, which violate Colorado's statutory noise

standards for residential areas (55 db (A) from 7:00 AM to the next 7:00 PM, and 50 db (A) from 7:00 PM to the next 7:00 AM. See: §25-12-103, C.R.S.). (§18-9-117, C.R.S., when Park closed to public; §29-7-101, C.R.S., when Park is open to public).

#### 7. Firearms and Archery

**Archery and target shooting are prohibited in the Down Valley Park.** Pursuant to County Resolution No. 1997-35, the possession and use of firearms and other deadly weapons are prohibited in the Park. (§18-9-117, C.R.S.)

#### 8. Ice Skating, Swimming, Wading, and Boating

There is no lifeguard or other designated emergency services or rescue personnel assigned to or present at the Down Valley Park. Accordingly any **ice skating**, swimming, wading, and/or boating by members of the public is at the sole risk of the party involved. Park personnel have no responsibility for supervising adults or children playing in the pond, along the beach area, or anywhere else in the Park. The pond is a drainage basin and receives storm water and runoff from the Park and Colorado Highway 145. San Miguel County makes no representations or assurances that the quality of the water in the pond is safe for swimming, drinking, or any other purpose. No area in the Park including, but not limited to, the pond and that portion of the San Miguel River adjacent to the Park, has been designated or approved as public swimming facilities. Since the pond and the portion of the San Miguel River located adjacent to the Park are specifically not designated as recreational swimming facilities, San Miguel County is not liable for accidents occurring in the waters within and/or surrounding the Park in accordance with the Colorado Governmental Immunity Act. (§29-7-101, C.R.S.)

#### 9. Dogs, Animals and Wildlife

Dogs, cats and other domestic animals must be on a leash or under strict voice command, **and under control and in sight of owner** at all times except when participating in obedience classes, training or other authorized park activities. San Miguel County requires that pet owners help keep the Park free of animal feces and disease by using the pet pick-up stations provided. With permission from the Parks Supervisor, horses, ponies and all domestic or exotic animals are only allowed in the parking lot and designated vehicle access roads. **Portions of the Down Valley Park along the San Miguel River and around the pond are held under a conservation easement. Co-existing with and respecting wildlife are part of the conservation values held in the easement. Beaver management protocol at Down Valley Park will refer to the methods and management outlined in the Beaver Management Report submitted by Boyle Consulting on March 26, 2021 – See Appendix** (§29-7-101, C.R.S.)

## 10. Garbage and Trash

Park users shall keep the Park trash free by depositing all waste (garbage) (including cigarettes) in identified trash receptacles. (§29-7-101, C.R.S.). Large parties and special events (50-150 people) must provide additional trash receptacles and remove their trash as approved by County staff. **Public dumping of household trash or hazardous waste is not permitted and may be punishable under State and Federal laws.**

## 11. Sales and Advertising

(a). Sales, Displays Prohibited. It is unlawful for any person in the park to expose or offer for sale any article, substances, or object, legal or illegal, or to station or place any stand, cart, or vehicle for the transportation, sale or display of any such article, substances, or object. Special Events (50-150 people) must obtain a commercial use license and pay a vending fee.

(b). Advertising Prohibited. It is unlawful for any person in the park or recreation area to announce, advertise, or call the public's attention in any way to an article or service for sale or hire. (§29-7-101, C.R.S.)

## 12. Golfing

In order to insure the safety of all Park users, **golfing, or making use of any golf clubs and/or golf balls in the Park is prohibited due to potential damage to the athletic fields.** (§29-7-101, C.R.S.)

## 13. Public Meetings and Gatherings

Meetings, gatherings, or any scheduled event, public or private, which the sponsor reasonably anticipates will be attended by 20 or more persons, require reservations and issuance of a use permit. All other non-reserved gatherings are on a first-come, first-served basis. Only the athletic fields, pond, and picnic pavilion facilities may be reserved. (§29-7-101, C.R.S.)

## 14. Friends of the Parks and Volunteers

If you are interested in becoming a member of "Friend of the Park", please contact the Parks Supervisor at <https://www.sanmiguelcountyco.gov/197/Parks-Open-Space>. "Friends of the Parks" help to maintain the Parks through volunteer stewardship programs. Friends of the Parks volunteers are welcome to assist with

maintenance of the pollinator garden, pond ice and park trails. Volunteers must sign a volunteer waiver form.

#### 15. Penalty

Any person or persons guilty of violating any of the provisions contained in these Park Use Policies, General Rules and Regulations, may be deemed guilty of a misdemeanor and subject to the penalties set forth in §18-9-117, C.R.S., Unlawful Conduct on Public Property; or guilty of a petty offense and subject to the penalties set forth in §29-7-101, C.R.S., as indicated in the parenthetical statutory citation(s) appended to each such rule and/or regulation.

In addition to any criminal penalties that may be authorized by law for violation of these Park Use Policies, General Rules and Regulations, officials and employees of the San Miguel County Parks & Open Space Department, as well as sworn peace officers of the State of Colorado, are hereby authorized and empowered to order any person or persons whom they find and determine to be violating these Park Use Policies, General Rules and Regulations, to immediately remove themselves from the Park premises should such person(s) fail and/or refuse to comply with a warning to immediately cease and desist from conduct that is in violation of Park Use Policies, General Rules and Regulations. Should such person(s) fail or refuse to comply with an order to remove themselves from the Park premises, any County official or Parks & Open Space employee is hereby authorized and empowered to take such actions as they determine to be reasonably necessary and appropriate to physically remove such person(s) from the park premises. Person(s) removed from the Park premises pursuant to these Park Use Policies, General Rules and Regulations, are barred from re-entering the Park for no less than twenty-four hours from the time of their removal from the Park, or for such longer time period as may be specified by the County official or employee at the time of such person(s) removal from the Park, not to exceed thirty days. More serious infractions of state or federal laws may result in permanent removal.

## Rules & Regulations

### Down Valley Park Athletic Field **and Picnic Pavilion**

See Appendix for Down Valley Park Athletic Field and Picnic Pavilion Reservation Forms

#### 1. Priority Preference for Use of Athletic Facilities

The Telluride R-1 School District has priority use of the athletic field at all times when the Park is open for use. Community groups, school programs, sports clubs, non-profits and for-profits may request the use of the Park athletic fields when there are no other Telluride R-1 School District Athletic Programs or San Miguel County Parks & Open Space programs or special events scheduled. Requests for Field reservations will be considered after the master field schedule for the season, (specifying usage that has been reserved by the Telluride R-1 School District Athletic Programs and/or the County Parks & Open Space programs or County special events), is complete. At noon each Monday during the athletic fields use season, the field schedule will be set for the next week (Monday-Sunday). After the field schedule for the next week has been set, all field reservations will be made on a first-come, first-served basis. The maximum number of participants using the athletic fields at the Down Valley Park at any one time is 150 persons, including attendees

#### Priority preference for the use of the athletic facilities shall be as follows:

1. Telluride R-1 School District
2. San Miguel County Parks & Open Space Department youth and adult sponsored programs. This category may be defined as including the Town of Norwood and Town of Telluride Parks and Recreation program groups displaced by events in Telluride Town Park.
3. San Miguel County Board of County Commissioner approved special events.
4. San Miguel County non-profit organizations, youth sport clubs and camps.
5. San Miguel County resident family functions.
6. Non-profit organizations based outside San Miguel County
7. Private non-local non-commercial uses.
8. Private for-profit, commercial uses.

## 2. Reservation Process for Athletic Fields

Reserved use of Down Valley Park Athletic Fields has priority over non-reserved use. The athletic fields may be reserved for games, tournaments and special events at

<https://www.sanmiguelcountyco.gov/Facilities/Facility/Details/Down-Valley-Park-1>. Events held on a

continuing basis are given preference over new events. Tournaments and Special Events (50-150 people) must apply for and sign a Use License Agreement with the Parks Supervisor before March 1 in order to reserve their event date. Field reservation requests forms filed after this March 1 date shall be given a date on a first-come, first-served basis. All other request forms must be submitted at least one week prior to the event. Small events and athletic uses (2-49 people) must fill out the online field reservation request form, pay a use fee, and submit a refundable damage deposit (see Attachment : Priority Uses and Fees table). Certificates of Insurance naming San Miguel County as an additional insured may also be required depending on the requested use.

Groups may email the Park Supervisor at least one week before the event to reserve a field. The Parks Supervisor will check the master field schedule for available times and may mail or email the reservation form upon request.

## 3. Conditions and Rules Governing Field Use

- A. During the Park open season, the athletic fields will be open for public use daily, between the hours of 8:00 AM and 9:00 PM, weather and lighting conditions permitting, unless athletic fields have been reserved and a use license or staff approval has been issued for the reservation. The Athletic Field Calendar will be posted on the website and park bulletin board.
- B. None of the designated groups or person/s are to use Park fields on rainy days in which there is standing water on or around the playing area or when soggy soil conditions exists. **No Field Use on Rainy Days!**
- C. It is the responsibility of the field user to provide and manage their own equipment. The County will not be responsible for missing, damaged or misplaced items left on the fields.
- D. The Parks Supervisor shall not loan or rent County tools or machinery to members of the public.
- E. Fees for tournaments and athletic field use shall be set as needed by the San Miguel County Board of

Commissioners.

- F. The Parks are posted as an alcohol and drug-free zone unless permitted.
- G. Glass beverage containers are prohibited in the Park.
- H. The Board of County Commissioners shall promulgate rules and regulations regarding the athletic leagues and play. Individuals or teams who violate these regulations may be subject to appropriate civil and/or criminal sanction/penalties and/or evicted from the Park.

4. Reservation Process for Picnic Pavilion

Reserved use of Down Valley Park Picnic Pavilion has priority over non-reserved use. Picnic pavilion may be reserved for small community events, birthday picnics, parties, and educational functions at <https://www.sanmiguelcountyco.gov/Facilities/Facility/Details/Down-Valley-Park-1>. Reservations must be made at least one week in advance. The maximum number of participants using the Down Valley Park Picnic Pavilion at any time is 49 persons. Please see Appendix for required fees and deposits.

**Park and Facility Use Permits**

See Appendix for Use Permit Forms

1. Permits and Use License Agreements

An approved County Park Use Permit or Use License Agreement shall be obtained from the Parks Supervisor or designee whenever any person or group desires to reserve any portion of the Park for any activity. A use request form must be completed for groups of 49 or less wishing to host an event. Larger events of 50-150 people must enter into a separate use license agreement. The Parks Supervisor or designee shall administer and interpret these policies and may act in any case not specifically covered by these policies. Any request for a use not contemplated or which is prohibited in these policies may be forwarded to the Director of Parks & Open Space who may take the matter before the San Miguel County Board of Commissioners for its consideration.

## 2. Reservation Process

An application for permission to reserve the Park or portion thereof (excluding athletic fields) by persons or groups not officially a part of the Telluride R-1 School District (See Priority List) shall be initiated at least one week prior to the requested date, and shall have written approval by the Parks Supervisor or designee, provided, however, that in extraordinary cases, the Parks Supervisor or designee may waive or shorten the one week time period as set forth above. Reservations vary based on size and scope of activity and use fees may be required.

## 3. Damage and Clean-up Deposit

All activities shall be under competent, adult supervision, and the organization using the facility shall assume full responsibility for any damage to the facility or the equipment. The Parks Supervisor (or designee) may, at their discretion, require that a damage and clean-up deposit, or any other payment, be made in advance of approved event by cash or certified funds. **There shall be a refundable fifty dollar (\$50) deposit for groups that involve up to 20 people, a refundable one-hundred dollar (\$100) deposit for groups from 21-49 people, and a refundable deposit of up to five hundred dollars (\$500) for groups with 50-150 persons.** The Parks & Open Space employee on duty shall exercise authority over the organization and its activities. Clean-up of the contracted area shall be the responsibility of the user. The user shall be charged on an hourly basis at **one-hundred dollars (\$100)** per hour to pay for clean-up if it is necessary for the County to provide additional clean-up services. Other County authorized fees may apply. See Appendix for damage and clean up deposits.

## 4. Permit Revocations/Cancellations

All permits shall be revocable for cause by the Board of County Commissioners upon finding of a violation of any applicable County rule, regulation, these Park Use Policies, or any other applicable County ordinance or state statute, following notice to the licensee/renter of the alleged violation(s), and a reasonable opportunity to be heard before the Board of County Commissioners. If notice of cancellation of a request is not received at the office of the Parks Supervisor or designee at least forty-eight (48) hours prior to the date of the event, the permit holder may be held responsible for all charges. **Events may be cancelled and fees refunded by the Parks Supervisor in the event of a natural disaster such as fire, heavy smoke, or other unsafe conditions.**

## 5. Special Use Regulations

No apparatus (scenery, etc.) or furniture, tents or equipment shall be moved into a park facility unless special permission is granted in advance and, so stated in the permit. Such apparatus, furniture or equipment (provided by the holder of the permit) shall be removed from the Park area promptly after use and before 8:30 AM the

following morning so there will not be any interference with scheduled park and recreation programs. Failure to comply with this timeframe shall prohibit such groups from using facilities at a later date and/or the withholding of their deposit.

## 6. Indemnification

The organization or other permittee(s) using park facilities shall indemnify the County, and its officials and employees, for any and all damage to the Park facilities caused by any person or persons attending a permitted event, and for all liabilities and damages to any persons or property for injuries or damage, including death arising from use of the Park facilities. Proof of adequate liability insurance coverage, as determined by the County Attorney's Office, must be provided by each organization using park facilities to cover such liability exposure, listing the County as an "Additional Insured." Responsibility for loss, breakage or need for repair of any piece of furniture, equipment or portion of the facility or area, shall rest solely with the person in charge, the individual signing the agreement, who shall report same to the Parks Supervisor. Neither this indemnification obligation of a permittee to the County, nor a permittee's providing proof of adequate liability insurance coverage for permitted uses shall waive any defense, immunity, or right that the County may have under the Colorado Governmental Immunity Act.

## 7. Hours of Use

Building facilities and areas shall be vacated by 9:00 PM unless permission is otherwise granted specifically in the use license agreement. It is the responsibility of the licensee to assure that this policy is administered. Programs shall be concluded in time to provide for clean-up and clearance of the facility as stated in the use license agreement.

## 8. Permitting Requirements

The following specific rules must be observed while using any County facility and the User/licensee will be held responsible for any loss or damage growing out of such violation:

- A. The use of tobacco in any facility in any form must be carefully controlled. No smoking is allowed unless proper and adequate waste containers are provided. Use of tobacco is prohibited during school events. No smoking in the public bathrooms on County property.
- B. Functions shall be confined to the specific part of the facility assigned to the licensee.

- C. The possession, sale, and/or distribution of illegal substances is prohibited. The sale, distribution and/or use of intoxicating beverages is prohibited, except by special use permit. **A liquor license must be obtained to sell alcohol at any special event on County property. Possession and consumption of alcoholic beverages is not permitted at youth events.**
- D. The following activities require a use license agreement from the Parks Supervisor. (i). weddings and wedding receptions. (ii). religious ceremonies. (iii). the continuous/regular use of park and recreation facilities for religious services or political purposes.
- E. Parking space is limited. Use of public or mass transportation to and from activities in the Park is encouraged to alleviate limited parking. To avoid exceeding the parking capacity of the Park, the total number of people admitted for any usage and their method of transportation may be considered when the permit is issued.
- F. All applicable statutes, rules, regulations, and/or ordinances of the Federal, State and/or County shall be complied with by the licensee and members of the public using the park.
- G. The use of special equipment is permitted only when operated by County employees or other persons specifically authorized in the special use agreement. When used by other than County employees, and so stated in the permit, proof of insurance may be required and the special equipment shall be returned in condition it was found (with the exception of normal wear) or the user shall be responsible for repair or replacement charges.
- H. No material of any kind shall be attached to any part of the facility or area without express written approval from the Parks Supervisor.
- I. If control personnel, parking attendant, etc., are necessary, the applicant shall supply such personnel. The Parks **Supervisor**, Sheriff, fire marshal or others as determined by the County Manager, shall specify when control personnel are necessary. **Applicants shall pay for costs associated with any additional control personnel.**

- J. Concession rights shall be reserved by San Miguel County unless specifically stated otherwise in the permit.
- K. Walkways, roadways, trail, and parking facilities shall be defined as those specifically surfaced areas within the park property constructed for that purpose.
- L. Continuous use of facilities by clubs or enterprises shall be permitted only through signed agreements authorizing such specific use, which shall be reissued as necessary at the discretion of the Parks Supervisor. No such permit agreement shall exceed a period of time of one year. Permits may be reissued each year with the approval of the Parks Supervisor.
- M. The Parks Supervisor or designee reserves the right to cancel the use of the Park, if he or she deems that damage may occur to the facility during inclement weather, a public emergency, evacuation or excessive smoke. Please refer to the County Evacuation Policy (<https://www.sanmiguelcountyco.gov/DocumentCenter/View/103/Resident-Evacuation-Plan-PDF?bidId=>) for County evacuation procedures.

## 9. Refunds

The Parks Supervisor or designee shall issue refunds for the use of facilities and recreation programs (when charged) on the following basis:

### (1). Athletic Leagues

- If the Parks department cancels the league, a full refund shall be issued. If the event organizer cancels the event due to an unforeseen emergency, a full refund shall be issued if the cancellation takes place at least two days before the scheduled event.
- If a participant, team, or sponsor requests a refund before schedules are completed, a twenty-five dollar (\$25) handling fee shall be deducted from the original fee charged.

(2). Recreation Programs

- If the Parks department cancels the program, a full refund shall be issued.
- If a refund is requested prior to the 1st class meeting, a **\$25 handling fee** shall be deducted from the original fee charged.
- Once the first class or practice meets, no refunds shall be issued.

All refunds authorized by this section shall be issued in the regular course of the business of the County.

10. Fees Established

The Board of County Commissioners shall establish fees for County recreation facilities and programs on an annual basis or as required. See Attachment B: Priority Uses and Fee Structure

**Pond and River Bank Conservation Easement at Down Valley Park**

Execution of a conservation easement at the Down Valley Park was a requirement of the restoration funding received from the Idarado Natural Resource Damages Fund and Colorado Department of Public Health and the Environment. Park properties under easement are indicated in red in Attachment B in Appendix. Park construction activities covered by the conservation easement included the following; reshaping the perimeter of the pond/gravel pit, constructing wetland benches, planting wetland benches with 3, 012 hard stem bulrushes, planting bench fringes with 1,877 Carex sp, planting 1,121 riparian shrubs and trees along the San Miguel River and around the fringes of the old gravel pit, and lowering and re-grading the berm along the San Miguel River to increase the capacity for flood flows in the river.

The County agreed, by conveying the deed of conservation easement, to preserve and maintain the conservation values (identified above in the project construction activities) in perpetuity.

Commercial Use of Conservation Easement Areas at the Down Valley Park

According to Section 5 of the Conservation Easement, Reserved Rights and Consistent Uses, **commercial uses**

of the conservation easement property for kayaking, fly fishing and ice skating are allowed, provided that (i) such use is at de minimis levels, and (ii) prior to granting approval of such commercial use, the County shall give the San Miguel Conservation Foundation fifteen days prior written notice of such proposed use with a thorough description of the proposed use. The San Miguel Conservation Foundation shall have the right to disapprove of such use if it finds that such use will substantially impair or diminish the Conservation Values. **The Parks & Open Space Department, with consent from the San Miguel Conservation Foundation, do not permit commercial fishing within the conservation easement, because it has been determined that such use does not occur at de minimus levels.** Use of the Conservation easement by 501c3 youth and/or educational organizations may be permitted through a Special Use Permit. Other commercial uses of the property at de minimus levels may also be permitted with approval of a Conservation Easement use request form (see Attachment XX.)

### **Fishing at Down Valley Park Pond**

The pond at Down Valley Park may be stocked by Colorado Parks and Wildlife. **Flies and lures are required for adults using the pond and adults must release all fish. Children 12 and under may use bait and keep one fish.** Catch and Release fishing is encouraged along the river bank in an attempt to protect the viable fishery, which currently exists at this location, and to promote the ethic of Catch and Release as a more sustainable method of recreation. Colorado law pertaining to possession of valid fishing licenses shall apply to persons engaged in fishing activities within the park. **Commercially guided fishing is not permitted in the Down Valley Park pond.**

### **Boat Ramp and River Access at Down Valley Park**

Vehicular access to the boat ramp is possible only during boating season. Boating season is when the Down Valley Park is open and when the river level is 250 cubic feet per second or higher, as determined by the gauge located on the San Miguel River downstream from the Park.

The boat ramp is located on US Bureau of Land Management lands; however, relevant Park rules apply to public use of the boat ramp, including hours of use, loud noise and disturbances, prohibition against overnight camping, building of fires, and use of firearms or fireworks. Parking is allowed only in the parking lot.

Boaters are to unload river gear at the ramp, and then park their vehicle(s) in the parking lot. Boaters are to be considerate of the neighboring properties and other boaters by unloading as quickly and quietly as possible.

Parks staff, for the purposes of day-to-day park operations, will monitor vehicular traffic to and from the boat ramp, parking at the boat ramp, loud noise and disturbances, camping, camp fires and prohibition of firearms. Parks staff will endeavor to keep the boat ramp free of trash. Parks staff will monitor and promote re-vegetation of surrounding area per the landscape plan and the conservation easement.

Parks staff will not play a role in permitting or monitoring commercial or private boating. Please see Attachment A: Down Valley Park Map for location of boat ramp.

## Appendix

- Attachment A:** Site Map of Down Valley Park with Riparian Conservation Easement
- Attachment B:** Down Valley Park Fees & Priority Uses
- Attachment C:** Down Valley Park Field & Picnic Area Reservation Request Form
- Attachment D:** Down Valley Park Conservation Easement Reservation Request Form
- Attachment E:** Beaver Management Report



## ATTACHMENT B

## Down Valley Park Fees for Reserved Activities REVISED 2023

Priority or Group	Group Description	Permitted Uses	Fee	Amplified Music	Deposit
A	Telluride R-1 School Athletic Programs	Soccer, volleyball, baseball and other similar uses as approved by BOCC	No	No	MOU with School District
B	San Miguel County Parks & Open Space Programs, youth and adult programs	To be determined	No	No	N/A
C	San Miguel County Board of County Commissioners approved special events	Less than 100 people	\$10/hour or \$50/day	No	\$100
D	San Miguel County based non-profit (501 (C3) organizations, governmental entities, youth sport clubs, camps.	Church service, fund-raisers, seminars, recreational uses, community functions and other one-time uses.	Youth Rate: \$5/hour \$25/day \$100/season Adults: \$10/hour \$50/day \$200/season R-1/GOVT. <u>No Fee</u>	No	\$100
E	San Miguel County resident family functions	1-20 people 21-49 people *50-150 people	No fee No fee No fee	No	\$50 \$100 \$500
F	Non-profit organizations based outside San Miguel County.	Recreational tournaments seminars, theatre, and other one-time uses. Up to 49 people *50-150 people	\$15/hour \$75/day	No	\$500
G	Private non local non-commercial uses	Weddings, picnics, family functions, and other one-time uses, using the ball field. Up to 49 people *50-150 people	\$15/hour \$75/day	No	\$500
H	Private commercial	For-profit Special Events *Less than 150 people	\$20/hour \$100/day	No	\$500

\*Special use permit, certificate of insurance, trash/recycling receptacles, and porta-potties are required in addition to fees and deposits.

ATTACHMENT C

# Down Valley Park Athletic Field & Picnic Area Reservation Request Form

San Miguel County Parks & Open Space Department. Box 1170. Telluride, CO 81435.  
Phone: (970) 729-1829 email: [richh@sanmiguelcountyco.gov](mailto:richh@sanmiguelcountyco.gov)

San Miguel County Down Valley Park playing fields, which include a soccer field and a baseball field, may be reserved for sports or events. The Picnic and Pavilion Area may also be reserved for events up to 49 people. Reserved time is charged a field use fee and a damage / cleanup deposit (see priority use and fee structure). Special events and tournaments (50-150 people) must enter into a separate Use License Agreement and must provide a certificate of insurance listing San Miguel County as additionally insured. Reservation requests must be made at least one week in advance of the requested date. Please turn this form into the Parks and Open Space Department located at 333 W. Colorado, 3rd Floor, Telluride, or email to the address above. Online registration is also available on our county website: <https://www.sanmiguelcountyco.gov/Facilities/Facility/Details/Down-Valley-Park-1>

Date(s) Requested: \_\_\_\_\_ Field: \_\_\_\_\_ or Picnic Area \_\_\_\_\_

Times Requested: From: \_\_\_\_\_ A.M. P.M. To: \_\_\_\_\_ A.M. P.M.

Organization: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ email: \_\_\_\_\_

Briefly describe your sport or event: \_\_\_\_\_

- Dogs must be restrained or on strict voice command at all times. Please clean up after your pet.
- No motorized vehicles are permitted on the fields or on the pathways.
- Please plan to park in the designated parking areas and carry your food, drink and equipment out to the field.
- On rainy days or days when the fields are soggy or there is standing water on the infields, the fields may not be used. Any field damage caused by playing on a rainy day will be billed to the sport plus 15%.
- The event or sports organizer and its participants are responsible for all field clean up after their field use. Any clean-up time provided by the Park staff will be billed to the event or sports organizer at a rate of \$100 per hour.
- All rental fees and the refundable damage deposit for DVP field use must be paid in advance.
- All park users shall comply with the Down Valley Park Use Policies as adopted by the San Miguel County Board of Commissioners. Renter's signature below acknowledges they have read the Park Use Policies.
- Violation(s) of Park Use Policies may result in the termination or cancellation of this park rental/use agreement in the County's discretion.

I have read, understand and agree to all the terms stated above and in the DVP operations manual, for the rental of Down Valley Park fields. I understand that this form is only a request for use of the DVP Fields and additional requirements may need to be fulfilled through a Use License Agreement.

\_\_\_\_\_  
Renter's Signature: Date: \_\_\_\_\_

\_\_\_\_\_  
Staff Approval Signature: Date: \_\_\_\_\_

Fees Paid? \$ \_\_\_\_\_ Damage deposit paid? \$ \_\_\_\_\_ (Make checks payable to San Miguel County)

ATTACHMENT D

**Conservation Easement (Pond Area) - Reservation Request Form**  
**San Miguel County Parks and Open Space Department**  
**P. O. Box 1170. Telluride, CO 81435 Phone: (970) 729-1829**

The San Miguel County Conservation Easement, which includes the area around the pond (not including the white sand beach) and the river corridor at the Down Valley Park, may be reserved by small groups (2-49 people) for activities that comply with the conservation values set forth in the deed of conservation easement. Reserved time is charged a per-hour fee and a damage deposit (see priority use and fee structure). Please write two separate checks for use fee and damage deposit. Special Events between 50-150 people must enter into a separate Use License Agreement and must provide a certificate of liability insurance endorsing San Miguel County. Reservation requests must be made at least one week in advance of planned activity. Please turn this form into the Parks and Open Space office on the third floor of the Miramonte building located at 333 West Colorado Ave., mail to P. O. Box 1170, Telluride, CO 81435 or email to [richh@sanmiguelcountyco.gov](mailto:richh@sanmiguelcountyco.gov)

Date(s) Requested: \_\_\_\_\_ POND / RIVER CORRIDOR

Times Requested: From: \_\_\_\_\_ a.m. / p.m. To: \_\_\_\_\_ a.m. / p.m.

Organization: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

email: \_\_\_\_\_ Phone: \_\_\_\_\_

Briefly describe your activity or event: \_\_\_\_\_

**CONSERVATION EASEMENT RULES:**

- Dogs must be on a leash or strict voice command. Use pet pick-up bags provided for dog waste.
- Stay out of all wetland areas around pond. Riparian areas are very sensitive to human impacts.
- Please stay off the pond island.
- No staging on the white sand beach. The beach must remain open for general public use.
- Activities such as kayaking should use smaller beach on the NE side of the pond near island for staging.
- Respect wildlife within the conservation easement and postpone your activity if needed.
- Park in designated sites at the Down Valley Park and carry your equipment to the site.
- No motorized vehicles permitted in the Conservation Easement.
- All park users shall comply with the Down Valley Park Policies as adopted by the SMC BOCC.
- The damage deposit is fully refundable. Your deposit check will be ripped up after your event, unless you request otherwise and provide a self-addressed stamped envelope.
- Any cleanup provided by park staff will be charged at a rate of \$100 per hour.
- Any damages and related expenses are the responsibility of the organization listed above.
- Violation of these rules and polices may result in immediate termination of the reserved activity.

*I have read, understand and agree to all the terms stated above for the rental of the Down Valley Park Conservation Easement. I understand that this form is only a request for use and that additional requirements may need to be fulfilled through a use license agreement*

\_\_\_\_\_  
 Renter's Signature Date: \_\_\_\_\_

\_\_\_\_\_  
 Staff Approval Signature Date: \_\_\_\_\_

Fees Paid? \$ \_\_\_\_\_ Damage Deposit Paid? \$ \_\_\_\_\_ (make checks payable to San Miguel County)

## ATTACHMENT E

**Beaver Management in San Miguel County Parks****Prepared for:**

San Miguel County Parks and Open Space  
 Janet Kask, Director  
 Rich Hamilton, Parks Supervisor  
 Telluride, CO

**Prepared by:**

Steve Boyle  
 Boyle Consulting  
 Ridgway, CO  
 Phone: 970-417-2183  
 Email: s.boyle3329@gmail.com

March 26, 2021

**Purpose and Methods**

San Miguel County owns and operates the Down Valley Park near Placerville and other properties. The Down Valley Park adjoins the San Miguel River and contains a constructed pond with adjacent wetlands, riparian woodland, and developed trails and other park facilities. The park is managed for year-round visitor use and natural ecological values, particularly the pond and immediately adjacent natural landscapes. Beavers began permanently occupying the pond in 2020 or earlier, built a lodge on the small island in the pond, and have attempted to chew and fell many trees in the park. There have also been some visitor complaints about beavers acting aggressively toward dogs.

On March 21 I toured the park with Rich Hamilton, discussed the issues, and observed the effects of beavers on the park landscape. Most of the larger trees have now been fenced which has mostly but not entirely prevented them from chewing and felling. Many more smaller-diameter cottonwoods, alders, and other softwoods have been felled by beavers or are at risk. Felling by beavers has been extensive enough in the past year to significantly reduce tree cover, mostly in younger age classes, and has removed significant understory habitat for nesting birds, particularly alders along the north shore of the pond. Removal of these smaller trees has also significantly changed the visual appearance of the pond shore and some parts of the adjacent riparian landscape, which may be important for park aesthetics.

This report is provided to review the relevant biology of beavers, and recommend management approaches to maintain the desired characteristics of the park while allowing beavers to continue to play their important part of the regional landscape and its ecology.

## Biology and Ecology

Beaver populations are mostly secure throughout North America and in Colorado, where they are locally common and relatively widespread in rivers, streams, lakes, reservoirs, and wetlands. Beavers are common in the San Miguel River drainage, occupying the forested headwaters of the drainage downstream to the Dolores River. Beavers regularly move up and down the San Miguel River into and through the County Parks. Beavers often occupy areas of suitable habitat for a few years to a few decades, when depleted food (herbaceous vegetation, softwood trees, and willows) causes them to abandon the area and relocate. However, some colony sites have persisted for several decades, for example in the Telluride Town Park beaver pond. Beavers are mobile and disperse easily to find new habitats. Beavers are keystone species in aquatic and riparian habitats because of their ability to modify surface water features and their effects on vegetation and hydrology.

Beavers, in contrast to most other rodents, have a low capacity to increase populations quickly because of small litter sizes and a long juvenile development period of 2 years. In Colorado, beavers typically mate in January or February, and kits are born in a bank den or constructed lodge in April or May. Litter size at the elevation of eastern San Miguel County is probably 2 or 3, compared to 4 or 5 at lower elevations. Young are able to leave the den and swim in a few weeks, but stay with the family group for 2 years, and during that time are dependent on adult beavers for feeding, grooming, and establishment of a winter food cache. At about age 2 beavers become sexually mature, are driven from the family group, and disperse to find new habitats.

Tree and shrub chewing and felling by beavers may occur in any season but is most common in fall, to establish the essential winter food cache placed in water where it will be accessible under ice. In the Down Valley Park a great deal of chewing and felling occurred in fall 2020 and a winter food cache was established in the pond.

## Management

Beavers are highly visible and often interesting to the public. In a public setting like the Down Valley Park beavers will likely be viewed favorably by many visitors and represent part of the environmental aesthetic of the park. Many people are aware of the beaver's ecological importance and support maintaining and even using beaver to improve and maintain riparian ecosystems. However, beavers permanently occupying the park pond are exerting strong pressure on trees and shrubs in the park, requiring fencing of every tree that park managers wish to retain, and changing vegetation patterns on the landscape with impacts to nesting habitat for songbirds, habitat for other wildlife, and visitor aesthetics.

On public lands, managing for maximum beaver population viability is usually desirable because of the beaver's ability to restore and maintain healthy riparian ecosystems. On larger riparian landscapes in the San Miguel watershed such as the Telluride Valley Floor, managed by the Town of Telluride, an ecosystem approach to manage beavers makes good sense. Over 3 miles of riparian habitat is protected along the San Miguel River and associated off-channel and tributary wetlands. Beavers are free to go where they will, and any damage problems can be managed on a case-specific basis.

On small properties such as the county parks near Placerville, the ecosystem management approach is problematic. Habitat is very limited, with space for no more than 1 family group. Food resources are quite limited and likely to be rapidly depleted by a family group permanently occupying a park property.

The consequences of allowing a beaver family group to permanently occupy the Down Valley Park pond will be a continued heavy workload to build and maintain tree fencing and ongoing depletion of smaller trees near the pond. Eventually dwindling food resources will likely cause resident beavers to leave, but by then the impacts of beaver removal of trees and shrubs would have a very significant impact on aesthetics and habitat for other wildlife.

A recommended solution is to allow beavers to visit the Down Valley Park, fence the important trees against beaver chewing and felling, but discourage beavers from making a permanent residence in the park. Beavers will always periodically visit the county parks for forage. However, the Down Valley pond is very attractive to beavers for a permanent residence because of its stable off-channel hydrology, nearby softwood trees and wetland vegetation for forage, and the island offering a very attractive lodge site less vulnerable to terrestrial predators and human intrusion. Methods for discouraging beaver permanent occupancy may include:

#### *Lodge removal*

Physically remove and disrupt the existing lodge, and repeat as soon as beavers begin to construct. It will be easiest if started as soon as new construction is observed. To avoid harming beaver reproduction or young this should be done in the first half of summer. Dens may be occupied by dependent kits in late winter through late spring, and beavers in fall have already begun caching food for the winter, and if displaced at this time they may not be able to gather sufficient winter food in another location.

#### *Fencing*

It may be possible to construct beaver-proof fencing around lodge sites such as the pond island. Beavers may just choose other locations to build a lodge, or may attempt to construct a bank den instead of a lodge.

#### *Chemical Repellents*

Colorado Parks and Wildlife has suggested that chemical wildlife repellents such as commercial products to repel deer may be deployed at lodge or den sites to discourage beaver occupancy.

If discouragement tactics fail it may be necessary to remove beavers attempting to permanently occupy the property. Lethal methods are the least labor-intensive and least expensive, and are permitted in Colorado when beavers are causing damage. However, lethal methods reduce the regional beaver population which may not be consistent with county goals to sustain the natural environment and wildlife populations, and require a sufficient social license of public acceptance that may not be present.

The best non-lethal beaver removal solution is live-trapping and translocation. The destination must be at a considerable distance (perhaps 15 miles or more) to discourage beavers from returning. Beavers do not always survive translocation because the animal is released in an unfamiliar habitat and must learn how and where to forage and avoid predation. To afford the best chance for survival, the destination should contain extensive suitable habitat not already saturated with beavers. The translocation should be done in early to mid-summer, to allow the beaver time to become familiar with the new habitat, locate and construct a den or lodge, and accumulate a winter food cache. If a family group exists the entire group should be trapped and translocated together.

## References and Further Reading

Boyle, Steve, and Stephanie Owens. 2007. North American Beaver (*Castor canadensis*): A Technical Conservation Assessment [Online]. USDA Forest Service, Rocky Mountain Region. Available: <http://www.fs.fed.us/r2/projects/scp/assessments/northamericanbeaver.pdf>

Castro, Janice, and others. 2018. The Beaver Restoration Guidebook. Working with beaver to restore streams, wetlands, and floodplains. U.S. Fish and Wildlife Service, National Oceanic and Atmospheric Administration, University of Saskatchewan, and U.S. Forest Service. Available: <https://www.codot.gov/programs/environmental/wetlands/assets/2018brgv-2-01.pdf>

## Author Qualifications

Steve Boyle holds a Bachelor of Science degree in Biology and a Master of Science Degree in Wildlife Biology (Colorado State University), and has 42 years of professional experience in wildlife research, management, and conservation. He has been a researcher for the U.S. Fish and Wildlife Service, District Wildlife Manager for Colorado Parks and Wildlife in Dolores County, and founder and owner of BIO-Logic, Inc., a consulting business in Montrose focused on research and conservation of wildlife, plants, and wetlands in the western U.S. He is the author of *North American Beaver: A Technical Conservation Assessment* for the U.S. Forest Service and *Colorado Sagebrush: A Conservation Strategy* for Colorado Parks and Wildlife, has served on technical committees for Gunnison sage-grouse conservation and the Dominguez-Escalante National Conservation Area Management Plan, and is a member of The Wildlife Society, The Society for Conservation Biology, and The Nature Conservancy.

DATE: March 3, 2023  
 TO: Board of County Commissioners  
 FROM: Janet Kask, Parks & Open Space Director  
 Rich Hamilton, Parks Supervisor  
 RE: Placerville Park Use Policies and Fee Structure Manual

\*\*\*\*\*

Use Policies and Fee Structures for the Down Valley Park were initially adopted by the BOCC in 2004 and revised in 2010, but did not include policies and fees for use of the Placerville Park.

As park visitation and reserved uses increase at the Placerville Park, the Parks & Open Space department sees a need to adopt standards and fees for use of this park facility, similar to those in place for the Down Valley Park.

Parks & Open Space staff are proposing the same general rules, regulations and fees for the Placerville Park as approved for the Down Valley Park, with the addition of the parking regulations indicated below, due to the limited amount of parking available at the Placerville Park:

**General Park Rules and Regulations:**

**Parking (page 3):** Park users must follow posted parking regulations and signage. All regulatory signage along Front Street will follow Manual on Uniform Traffic Control Devices (MUTCD) guidelines and will be approved by the County Road and Bridge Department. Parking immediately adjacent to park facilities is reserved for permitted and casual users of park facilities. No overnight parking is permitted. Parking along Front Street is restricted by County Ordinance No. 2021-01 regulating the parking of vehicles on County roads, property and road right of ways. Parking, for park users, is limited to 4 hours or the duration of approved special events. Parking directly next to the park bathrooms is limited to 1 hour. Parking of unattended trailers is not permitted at any time.

**Placerville Park Fees (Attachment B):** Placerville Park Priority Uses and Fee Structure chart is the same as the Down Valley Park and has been added to the policy manual as an attachment.

Additionally, Placerville Park usage regulations and restrictions will be included in the “Placerville Park Reservation Request Form” which can be found on the County website.



# San Miguel County Parks & Open Space

## Placerville Park

### Use Policies & Fee Structure Manual

AS APPROVED AND ADOPTED BY THE SAN MIGUEL COUNTY  
BOARD OF COUNTY COMMISSIONERS BY RESOLUTION **XXXXXXXX**

San Miguel County Parks & Open Space Department

PO Box 1170, 333 W. Colorado Ave., Telluride, CO 81435

Placerville Park address: 400 Front St., Placerville, CO 81430

Telephone (970)369-5424; Website: [www.sanmiguelcountyco.gov](http://www.sanmiguelcountyco.gov)

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**Enacted by Resolution of the San Miguel County Board of Commissioners pursuant to Colorado Revised Statutes Title 29, Article 7, Part 1, Title 30, Article 11, Part 1, and §18-9-117, C.R.S., effective as of XXXXXXX.**

# General Placerville Park Rules and Regulations

## 1. Presence of Members of the Public in the Park

The Placerville Park is open to the public daily from 6:00 AM to 9:00 PM year round, with opening and closing dates to be determined by the County Parks Supervisor, in consult with the Director of Parks & Open Space, or designee dependent upon weather conditions, presence of a public emergency or fire smoke. Notice of such Park rules shall be posted at the Park entrance, at the County offices in Telluride, on the County website and disseminated to the local news media. Park quiet hours are from 9:00 PM to 6:00 AM. Quick use of the bathrooms is allowed during park quiet hours. Any person's lingering or long-term presence, use or occupancy in the park, parking lot, or in and around the bathrooms between the hours of 9:00 PM and 6:00 AM is prohibited and will be monitored by the County Sheriff's Office. (§18-9-117, C.R.S.)

## 2. Motor Vehicle and Electric Bicycle Use in the Park and Parking

Motor Vehicle use in the Park including motorcycles, all classes of electric bicycles, electric scooters and electric one wheels are limited to the designated vehicular access roads and designated parking lot areas. Under no circumstances shall any such motorized vehicles be operated in or upon any other area of the Park not specifically designated for Motor Vehicle use. Limited motor vehicle access may occur during contracted arborist work, approved utility work and by permitted special events only. Heavy equipment, that may damage irrigation systems, is not permitted.

Park users must follow posted parking regulations and signage. All regulatory signage along Front Street will follow Manual on Uniform Traffic Control Devices (MUTCD) guidelines and will be approved by the County Road and Bridge Department. Parking immediately adjacent to park facilities is reserved for permitted and casual users of park facilities. No overnight parking is permitted. Parking along Front Street is restricted by County Ordinance No. 2021-01 regulating the parking of vehicles on County roads, property and road right of ways. Parking, for park users, is limited to 4 hours or the duration of approved special events. Parking directly next to the park bathrooms is limited to 1 hour. Parking of unattended trailers is not permitted at any time.

### 3. Overnight Camping

Any form of camping or temporary residence, including any and all forms of car camping and tent camping, using any form of recreational vehicle, camper trailer, or other motorized vehicle, is prohibited in the Park and the parking lots from 9:00 PM to 6:00 AM (§18-9-117, C.R.S.)

### 4. Fires and Fireworks

Campfires and fireworks are prohibited in the Park. No open fires or wood burning are allowed in the Park. Charcoal fires are permitted in designated grills. Propane camping stoves are permitted in designated picnic areas. All charcoal, camp stove, and open fires must follow existing San Miguel County and United States Forest Service fire restrictions. (§18-9-117, C.R.S., when Parks are closed to public; §29-7-101, C.R.S., when Parks are open to public.)

### 5. Alcohol and Drug Free Zone

The use and/or possession of alcoholic beverages, cannabis vaping pens and controlled substances within the Park by members of the public is prohibited, except to the extent specifically authorized by the Board of County Commissioners or its designee. The Board of County Commissioners, or its designee, may require a written request for such activity, and may permit consumption of alcohol for authorized reserved uses or permitted special events, subject to compliance with specified terms and conditions. Smoking, of any kind, is not permitted inside public restrooms. (§18-9-117, C.R.S., when park is closed; §29-7-101, C.R.S., when park is open).

### 6. Loud Noise and Disturbances

Loud noises, drones, and radio controlled aircraft are not permitted in the park. Park users shall be considerate of other users and residents of neighboring properties by avoiding the use of any radio, tape player, drone, radio controlled aircraft, band or musical instrument, television, phonograph, or any device capable of reproducing sound at such high volume so as to disturb the peace and quiet of another Park user or resident of a neighboring property. In no event shall Park users engage in any activities, which violate Colorado's statutory noise standards for residential areas (55 db (A) from 7:00 AM to the next 7:00 PM, and 50 db (A) from 7:00 PM to the next 7:00 AM. See: §25-12-103, C.R.S.). (§18-9-117, C.R.S., when Park closed to public; §29-7-101, C.R.S., when Park opened to public).

## 7. Firearms and Archery

Archery and target shooting are prohibited in Placerville Park. Pursuant to §29-11.7-104, C.R.S. and County Resolution No. 1997-35, the open carrying of Firearms is prohibited in the Parks. (§18-9-117, C.R.S.)

## 8. Dogs, Animals and Wildlife

Dogs, cats and other domestic animals must be on a leash or under strict voice command, and under control and in sight of owner at all times except when participating in obedience classes, training or other authorized park activities. San Miguel County requires that pet owners help keep the Park free of animal feces and disease by using the pet pick-up stations provided. With permission from the Parks Supervisor, horses, ponies and all domestic or exotic animals are only allowed in the parking lot and designated vehicle access roads.

## 9. Garbage and Trash

Park users shall keep the Park trash free by depositing all waste (garbage) (including cigarettes) in identified trash receptacles. (§29-7-101, C.R.S.). Large parties and special events (50-150 people) must provide additional trash receptacles and remove their trash as approved by County staff. Public dumping of household trash or hazardous waste is not permitted and may be punishable under state and federal laws.

## 10. Sales and Advertising

(a). Sales, Displays Prohibited. It is unlawful for any person in the park to expose or offer for sale any article, substances, or object, legal or illegal, or to station or place any stand, cart, or vehicle for the transportation, sale or display of any such article, substances, or object. Special Events (50-150 people) must obtain a commercial use license and pay a vending fee.

(b). Advertising Prohibited. It is unlawful for any person in the park or recreation area to announce, advertise, or call the public's attention in any way to an article or service for sale or hire. (§29-7-101, C.R.S.)

## 11. Golfing

In order to insure the safety of all Park users, golfing, or making use of any golf club or golf ball in the Park is prohibited. (§29-7-101, C.R.S.)

## 12. Public Meetings and Gatherings

Meetings, gatherings, or any scheduled event in the Park, public or private, which the sponsor reasonably anticipates will be attended by 20 or more persons, require reservations and issuance of a use permit. All other non-reserved gatherings are on a first-come, first-served basis. (§29-7-101, C.R.S.)

## 13. Friends of the Parks and Volunteers

If you are interested in becoming a member of “Friends of the Parks”, please contact the Parks Supervisor at <https://www.sanmiguelcountyco.gov/197/Parks-Open-Space>. “Friends of the Parks” help to maintain the County’s parks and trails through volunteer stewardship programs. Volunteers must sign a volunteer waiver form.

## 14. Penalty

Any person or persons guilty of violating any of the provisions contained in these Park Use Policies, General Rules and Regulations, may be deemed guilty of a misdemeanor and subject to the penalties set forth in §18-9-117, C.R.S., Unlawful Conduct on Public Property; or guilty of a petty offense and subject to the penalties set forth in §29-7-101, C.R.S., as indicated in the parenthetical statutory citation(s) appended to each such rule and/or regulation.

In addition to any criminal penalties that may be authorized by law for violation of these Park Use Policies, General Rules and Regulations, officials and employees of the San Miguel County Parks & Open Space Department, as well as sworn peace officers of the State of Colorado, are hereby authorized and empowered to order any person or persons whom they find and determine to be violating these Park Use Policies, General Rules and Regulations, to immediately remove themselves from the Park premises should such person(s) fail and/or refuse to comply with a warning to immediately cease and desist from conduct that is in violation of Park Use Policies, General Rules and Regulations. Should such person(s) fail or refuse to comply with an order to remove themselves from the Park premises, any county official or Parks & Open Space employee is hereby authorized and empowered to take such actions as they determine to be reasonably necessary and appropriate to physically remove such person(s) from the park premises. Person(s) removed from the Park premises pursuant to these Park Use Policies, General Rules and Regulations, are barred from re-entering the Park for no less than twenty-four hours from the time of their removal from the Park, or for such longer time period as may be specified by the county official or employee at the time of such person(s) removal from the Park, not to exceed thirty days. More serious infractions of state or federal laws may result in permanent removal.

# Placerville Park and Facility Use Permits

## See Appendix for Placerville Park Reservation Form

### 1. Permits and Use License Agreements

An approved County Park Use Permit or Use License Agreement shall be obtained from the Parks Supervisor or designee whenever any person or group desires to reserve any portion of the Park for any activity. A use request form must be completed for groups of 49 or less wishing to host an event in the park. Larger events of 50-150 people must enter into a separate use license agreement. The Parks Supervisor or designee shall administer and interpret these policies and may act in any case not specifically covered by these policies. Any request for a use not contemplated or which is prohibited in these policies may be forwarded to the Director of Parks & Open Space who may take the matter before the San Miguel County Board of County Commissioners for its consideration.

### 2. Reservation Process

An application for permission to reserve the Park or portion thereof by persons or groups shall be initiated at least one week prior to the requested date, and shall have written approval by the Parks Supervisor or designee, provided, however, that in extraordinary cases, the Parks Supervisor or designee may waive or shorten the one week time period as set forth above. Reservations vary based on size and scope of activity and use fees may be required.

### 3. Damage and Clean-up Deposit

All activities shall be under competent, adult supervision, and the organization using the facility shall assume full responsibility for any damage to the facility or the equipment. The Parks Supervisor (or designee) may, at their discretion, require that a damage and clean-up deposit, or any other payment, be made in advance of approved event by cash or certified funds. There shall be a refundable fifty-dollar (\$50) deposit for groups that involve up to 20 people, a refundable one-hundred dollar (\$100) deposit for groups from 21-49 people, and a refundable deposit of up to five-hundred dollars (\$500) for groups with 50-150 persons. The Parks & Open Space employee on duty shall exercise authority over the organization and its activities. Clean-up of the contracted area shall be the responsibility of the user. The user shall be charged on an hourly basis at one-hundred dollars (\$100) per hour to pay for clean-up if it is necessary for the County to provide additional clean-

up services. Other County authorized fees may apply. See Appendix for damage and clean-up deposits.

#### 4. Permit Revocations/Cancellations

All permits shall be revocable for cause by the Board of County Commissioners upon finding of a violation of any applicable County rule, regulation, these Park Use Policies, or any other applicable County ordinance or state statute, following notice to the licensee/renter of the alleged violation(s), and a reasonable opportunity to be heard before the Board of County Commissioners. If notice of cancellation of a request is not received at the office of the Parks Supervisor or designee at least forty-eight (48) hours prior to the date of the event, the permit holder may be held responsible for all charges. Events may be cancelled and fees refunded by the Parks Supervisor in the event of a natural disaster such as fire, heavy smoke, or other unsafe conditions.

#### 5. Special Use Regulations

No apparatus or furniture, tents or equipment shall be moved into a park facility unless special permission is granted in advance and, so stated in the permit. Such apparatus, furniture or equipment (provided by the holder of the permit) shall be removed from the Park area promptly after use and before 8:30 AM the following morning so there will not be any interference with scheduled park and recreation programs. Failure to comply with this timeframe shall prohibit such groups from using facilities at a later date and/or the withholding of their deposit.

#### 6. Indemnification

The organization or other permittee(s) using park facilities shall indemnify the County, and its officials and employees, for any and all damage to the Park facilities caused by any person or persons attending a permitted event, and for all liabilities and damages to any persons or property for injuries or damage, including death arising from use of the Park facilities. Proof of adequate liability insurance coverage, as determined by the County Attorney's Office, must be provided by each organization using park facilities to cover such liability exposure, listing the County as an "Additional Insured." Responsibility for loss, breakage or need for repair of any piece of furniture, equipment or portion of the facility or area, shall rest solely with the person in charge, the individual signing the agreement, who shall report same to the Parks Supervisor. Neither this indemnification obligation of a permittee to the County, nor a permittee's providing proof of adequate liability insurance coverage for permitted uses shall waive any defense, immunity, or right that the County may have under the Colorado Governmental Immunity Act.

## 7. Hours of Use

Park facilities and areas shall be vacated by 9:00 PM unless permission is otherwise granted specifically in the use license agreement. It is the responsibility of the licensee to assure that this policy is administered. Programs shall be concluded in time to provide for clean-up and clearance of the facility as stated in the use license agreement.

## 8. Permitting Requirements

The following specific rules must be observed while using any County facility and the user/licensee will be held responsible for any loss or damage growing out of such violation:

- A. The use of tobacco in any facility in any form must be carefully controlled. No smoking is allowed unless proper and adequate waste containers are provided. Use of tobacco is prohibited during school events. No smoking in the public bathrooms on County property.
- B. Functions shall be confined to the specific part of the facility assigned to the licensee.
- C. The possession, sale, and/or distribution of illegal substances is prohibited. The sale, distribution and/or use of intoxicating beverages is prohibited, except by special use permit. A liquor license must be obtained to sell alcohol at any special event on County property. Possession and consumption of alcoholic beverages is not permitted at youth events.
- D. The following activities require a use license agreement from the Parks Supervisor. (i). weddings and wedding receptions. (ii). religious ceremonies. (iii). the continuous/regular use of park and recreation facilities for religious services or political purposes.
- E. Parking space is limited. Use of public or mass transportation to and from activities in the Park is encouraged to alleviate limited parking. To avoid exceeding the parking capacity of the Park, the total number of people admitted for any usage and their method of transportation may be considered when the permit is issued.
- F. All applicable statutes, rules, regulations, and/or ordinances of the federal, state, and county shall be

complied with by the licensee and members of the public using the park.

- G. The use of special equipment is permitted only when operated by County employees or other persons specifically authorized in the special use agreement. When used by other than County employees, and so stated in the permit, proof of insurance may be required and the special equipment shall be returned in condition it was found (with the exception of normal wear) or the user shall be responsible for repair or replacement charges.
- H. No material of any kind shall be attached to any part of the facility or area without express written approval from the Parks Supervisor.
- I. If control personnel, parking attendant, etc., are necessary, the applicant shall supply such personnel. The Parks Supervisor, Sheriff, fire marshal or others as determined by the County Manager, shall specify when control personnel are necessary. Applicants shall pay for costs associated with any additional control personnel.
- J. Concession rights shall be reserved by San Miguel County unless specifically stated otherwise in the permit.
- K. Walkways, roadways, trail, and parking facilities shall be defined as those specifically surfaced areas within the Park property constructed for that purpose.
- L. Continuous use of facilities by clubs or enterprises shall be permitted only through signed agreements authorizing such specific use, which shall be reissued as necessary at the discretion of the Parks Supervisor. No such permit agreement shall exceed a period of time of one year. Permits may be reissued each year with the approval of the Parks Supervisor.
- M. The Parks Supervisor or designee reserves the right to cancel the use of the Park, if he or she deems that damage may occur to the facility during inclement weather, a public emergency, evacuation or excessive smoke. Please refer to the County Evacuation Policy for county evacuation procedures.

## 9. Refunds

The Parks Supervisor or designee shall issue refunds for the use of the Park (when charged) on the following basis:

- If the Parks department cancels a reservation, due to no fault of the User, such as a natural disaster or public health emergency, a full refund shall be issued.
- If a cancellation is requested from the Park User more than one week before the reservation, a full refund shall be issued.
- If a cancellation is requested from the Park User within one week of reservation, a twenty-five dollar (\$25) handling fee shall be deducted from the original fee charged.
- No refunds will be issued for cancellation less than 48 hours from scheduled event.

All refunds authorized by this section shall be issued in the regular course of the business of the County.

## 10. Fees Established

The Board of County Commissioners shall establish fees for use of County parks and facilities as needed or as required. See Attachment B: Placerville Park Priority Uses and Fee Structure.

## Appendix

- Attachment A:** Site Map of Placerville Park
- Attachment B:** Placerville Park Priority Uses and Fee Structure
- Attachment C:** Placerville Park Reservation Request Form

ATTACHMENT A



Placerville Fire Station

Restrooms

Picnic Shelter

BBQ

Horseshoes

Trail

Parking

BBQ

Basketball Court

Parking

Placerville School House

Front St

Playground

Passive Recreation Zone

Highway 145

To Norwood

BLM Day Use Area & River Access

To Telluride

San Miguel River

San Miguel County Colorado GIS Department, Kemplew



San Miguel County Placerville Park

<https://www.sanmiguelcounty.co.gov/Facilities/Facility/Details/Placerville-Park-2>



Scan for website



0 10 20 30 40 feet

Path: \\vms\dsp\gis\projects\OPEN\_5PM\CIPO2015\_ssm\_4121015\Health\_Wildland\_SMI@sanmiguelcounty.co.gov



## ATTACHMENT B

## Placerville Park Fees for Reserved Activities REVISED 2023

Priority or Group	Group Description	Permitted Uses	Fee	Amplified Music	Deposit
A	Telluride R-1 School Athletic Programs	Soccer, volleyball, baseball and other similar uses as approved by BOCC	No	No	MOU with School District
B	San Miguel County Open Space and Recreation Programs, youth and adult programs	To be determined	No	No	N/A
C	San Miguel County Board of County Commissioners approved special events	Less than 100 people	\$10/hour or \$50/day	No	\$100
D	San Miguel County based non-profit (501 (C3) organizations, governmental entities, youth sport clubs, camps.	Church service, fund-raisers, seminars, recreational uses, community functions and other one-time uses.	Youth Rate: \$5/hour \$25/day \$100/season Adults: \$10/hour \$50/day \$200/season R-1/GOVT.: No Fee	No	\$100
E	San Miguel County resident family functions	1-20 people 21-49 people *50-150 people	No fee No fee No fee	No	\$50 \$100 \$500
F	Non-profit organizations based outside San Miguel County.	Recreational tournaments seminars, theatre, and other one-time uses. Up to 49 people *50-150 people	\$15/hour \$75/day	No	\$500
G	Private non local non-commercial uses	Weddings, picnics, family functions, and other one-time uses, using the ball field. Up to 49 people *50-150 people	\$15/hour \$75/day	No	\$500
H	Private commercial	For-profit Special Events *Less than 150 people	\$20/hour \$100/day	No	\$500

\*Special use permit, certificate of insurance, trash/recycling receptacles, and porta-potties are required in addition to fees and deposits.

ATTACHMENT C

# Placerville Park Reservation Request Form

San Miguel County Parks & Open Space Department  
Box 1170, 333 W. Colorado Ave., Telluride, CO 81435 Phone: (970) 729-1829

San Miguel County's Placerville Park, which includes the park open space, picnic shelters, horse shoe pits, and basketball court may be reserved for events. This reservation request form does not include the Placerville Historic School House or playground. Placerville Park may be reserved, free of charge, for events up to 49 people. A \$100, refundable damage and clean-up deposit may be required for high-impact uses. Special events (50-150 people) must enter into a separate Use License Agreement. Reservation requests must be made at least one week in advance of the requested date. Please turn this form into the Parks & Open Space Department located at 333 W. Colorado, 3rd Floor, Telluride, or you may also scan and email this form to [richh@sanmiguelcountyco.gov](mailto:richh@sanmiguelcountyco.gov)

Date(s) Requested: \_\_\_\_\_ Area(s) needed: \_\_\_\_\_

Times Requested: From: \_\_\_\_\_ a.m. p.m. To: \_\_\_\_\_ a.m. p.m.

Organization: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Briefly describe your event: \_\_\_\_\_

- Dogs must be restrained by leash or on strict voice command at all times. Please clean-up after your pet.
- No motorized vehicles are permitted in the park or on the pathways.
- Please plan to park in the designated parking areas and carry your food, drink and equipment into the park area.
- This is an outdoor venue and is subject to weather conditions and flooding. Please cancel or postpone your event if flooding rains or lightning occurs.
- All tents or structures must use weighted barrels as tie downs. No driven stakes are permitted in irrigated areas.
- The event organizer and its participants are responsible for all clean-up after their use. Please bring extra trash bags to pack out your event trash and avoid overfilling park trash used by the public. Any clean-up time provided by the Park staff will be billed to the event organizer at a rate of \$35 per hour plus cost of repairs or supplies.
- This no fee reservation is non-exclusive to the public.
- All park users shall comply with all posted park rules and act in a responsible manner.
- Failure to comply with park rules or acting in an inappropriate manner may result in the immediate cancellation of your event at the discretion of a Parks & Open Space or other County staff person.
- All Placerville Park users must comply with current San Miguel County public health orders.

I have read, understand and agree to all the terms stated above for the use of Placerville Park. I understand this form is only a request for use and additional requirements may need to be fulfilled through a Use License Agreement. I also agree to waive all claims against San Miguel County for any injury, loss of property or accident that may occur during the reservation.

\_\_\_\_\_  
User's Signature: Date: \_\_\_\_\_

\_\_\_\_\_  
Staff Approval Signature: Date: \_\_\_\_\_

Damage deposit paid: \$ \_\_\_\_\_ (Make checks payable to San Miguel County)

DATE: March 3, 2023  
 TO: Board of County Commissioners  
 FROM: Janet Kask, Parks & Open Space Director  
 Rich Hamilton, Parks Supervisor  
 RE: Placerville Schoolhouse Use Policies and Fee Structure Revisions

\*\*\*\*\*

The Use Policies and Fee Structures for the Placerville Schoolhouse were initially adopted by the BOCC in 2012.

However, as reserved uses have increased at the Placerville Schoolhouse, the Parks & Open Space Department considers it necessary to revise fees for certain uses of the historic Schoolhouse facility to accommodate the increase in usage.

The following revisions to the Placerville Schoolhouse Fee Structure are proposed:

**Placerville Schoolhouse Use Fees:**

- Low-impact uses with 10 people or less: If additional days are approved for low-impact uses with 10 people or less in the same week, then half-price fees will be charged (\$2.50/hour up to 4 hours or \$25/day). The first day of the week’s use remains free.
- Clean-up fee: The Placerville Schoolhouse is a leave-no-trace, self-service facility and must be cleaned by the user after each reserved event. If the facility is not cleaned and staff must clean up, then a \$100/hour fee will be charged to the user.

## The Placerville Schoolhouse

The historic schoolhouse in Placerville Park may be reserved for meetings, gatherings and other permitted special events. The User who reserves the building is responsible for the condition of the building and conduct of the guests for the duration of the reservation. Use requests must be made at least one week in advance of the requested date.

See Appendix for Placerville Schoolhouse Reservation Form.

## Placerville Schoolhouse Use Policies

1. The Public shall not remove, destroy, mutilate or deface the Placerville Schoolhouse, either interior or exterior.
2. Overnight use of the facility is prohibited.
3. Ongoing uses will be reviewed as needed by the Parks & Open Space staff.
4. All Schoolhouse users must comply with current San Miguel County public health orders.
5. Ongoing, weekly uses will be limited to one use per week.
6. Equipment will not be stored on site for any user.
7. High-impact gym uses are prohibited. Definition of high-impact gym use is a use that involves running, jumping, kicking, throwing, defense training or use of implements such as sticks, staffs, or balls. Basketball, indoor soccer, defensive martial arts, Zumba dancing or similar uses are prohibited due to potential damage to the historic flooring.
8. Other potentially high-impact uses including dances, fundraising events, parties, weddings, and concerts may be allowed subject to special conditions such as floor mats, soft soled shoes or removal of shoes.
9. Dog training classes or events involving animals are prohibited. Pets are not allowed in the building.
10. Smoking and vaping in the building are prohibited.
11. Uses of candles or open flame devices are prohibited (except chafing dishes) due to fire danger.
12. Banners, posters or decorations may be attached to the blackboards but may not be attached or taped to the walls, windows or doors without special permission from staff. Staff will work with promoters of special events such as weddings to accommodate special decoration needs.
13. Pursuant to Board of County Commissioner Resolutions #1997-35 and 1997-43, public possession or use of firearms and deadly weapons is prohibited within the property.
14. Users of the Placerville Schoolhouse, who violate the use policies for the Schoolhouse as determined by the Parks Supervisor or County designee, may have their future privileges to use the Schoolhouse denied.

# Placerville Schoolhouse Fee Structure

## 1. DAMAGE DEPOSIT

- A. A two-hundred fifty dollar (\$250) damage deposit will be charged for all uses except BOCC-approved County events. The damage deposit may be returned or refunded after the key is returned, and staff has checked the building for clean-up and damages.
- B. Costs the County incurs for repairing any damage or clean-up due to use of the facility will be deducted from the deposit prior to any refund. If damage to the building exceeds the two-hundred fifty dollar (\$250) deposit, the cost of the actual damage will be billed to the user plus a 10% administrative fee. **The user shall be charged on an hourly basis at one-hundred dollars (\$100) per hour to pay for clean-up if it is necessary for the County to provide additional clean-up services.**

## 2. USE FEES

- A. A use fee, for the first day in a given week, will not be charged for ordinary low-impact uses with 10 people or less. **If additional days are approved for low-impact uses with 10 people or less in the same week, then half-price fees will be charged (\$2.50/hour up to 4 hours or \$25/day).** Example is book clubs, meetings or classes.
- B. Gatherings of more than 10 people will be charged \$5/hour for up to four hours. Then a daily rate of fifty dollars (\$50) will be charged. Instructors/users who charge for a class/use will be charged five dollars per hour (\$5) even if the group size is less than 10 people.
- C. Governments or public entities are exempted from the hourly fee, but not the deposit.
- D. Seventy-five dollars (\$75) per day will be charged for community-based sale/money-making events, such as a holiday bazaar, yard sale, or fund raising event.
- E. An additional 10% of the gross proceeds will be paid to the County for sale/money-making events with revenues exceeding two-thousand dollars (\$2,000) in gross revenue. User is to provide staff with documentation substantiating the gross revenue received from the event within three days of the event.
- F. To obtain a full refund of the two-hundred fifty (\$250) deposit, users shall leave the Placerville Schoolhouse in a clean and usable condition with no damage to the building and no missing contents.

## Appendix

**Attachment A: Site Map of Placerville Park and Schoolhouse**

**Attachment B: Placerville Schoolhouse Use Policies and Fee Structure**

**Attachment C: Placerville Schoolhouse Use Request Form**

ATTACHMENT A



BLM Day Use Area & River Access

San Miguel River

San Miguel County Colorado GIS Department - EagleView



**San Miguel County Placerville Park**

<https://www.sanmiguelcounty.co.gov/Facilities/Facility/Details/Placerville-Park-2>

Scan for website



Path: \\truesd\gis\GISProjects\OPEN\_SPACE\POS\POS\_appr\_12122023  
Heather.Wildlund.gis@sanmiguelcounty.co.gov

## ATTACHMENT B

## Placerville Schoolhouse Use Policies and Fee Structure

Contact: Parks Administrator Deanna Drew, (970)369-5424, [deannad@sanmiguelcountyco.gov](mailto:deannad@sanmiguelcountyco.gov);  
 Parks Supervisor, Rich Hamilton (970) 729-1829, [richh@sanmiguelcountyco.gov](mailto:richh@sanmiguelcountyco.gov);  
 San Miguel County website at: <http://www.sanmiguelcountyco.gov/294/Placerville-Schoolhouse>

**Fee Structure:** A \$250 damage/cleanup/key deposit will be charged for all uses. The damage deposit may be returned or refunded, after staff has checked the building for cleanup and damages. Costs the County incurs for repairing any damage or cleanup due to use of the facility will be deducted from the deposit prior to any refund. If damage to the building exceeds the \$250 deposit, cost of the actual damage will be billed to the user plus a 10% administrative fee.

- A use fee will not be charged for ordinary low impact uses with 10 people or less. **If additional days are approved for low impact uses with 10 people or less in the same week, then half price fees will be charged (\$2.50 per hour up to 4 hours or \$25 per day).** Example is book clubs, meetings, classes.
- Gatherings of more than 10 people will be charged \$5 per hour for up to four hours. Then a daily rate of \$50 will be charged.
- Instructors/users who charge for a class/use will be charged \$5/hr. even if group size is less than 10 people.
- Governments or public entities are exempted from the hourly fee, but not the deposit.
- \$75/day will be charged for community-based sale events, such as a holiday bazaar, yard sale, or fund raising event.
- An additional 10% of the gross proceeds will be paid to the county for sale/money making events with revenues exceeding \$2,000 in gross revenue. User is to provide staff with documentation substantiating the gross revenue received from the event within three days of event.
- To get a refund of the \$250 deposit, user shall leave the Placerville Schoolhouse in a clean and usable condition with no damage to the building or missing contents.

**Use Policies:** The Public shall not remove, destroy, mutilate or deface the Placerville Schoolhouse, either interior or exterior. Overnight use of the facility is prohibited.

- Ongoing uses will be reviewed quarterly by the Parks & Open Space staff.
- All Schoolhouse users must comply with current SMC public health orders.
- Ongoing weekly uses will be limited to one night per week.
- Equipment will not be stored on site for any user.
- High impact gym uses are prohibited. Definition of high impact gym use is a use that involves running, jumping, kicking, throwing, defense training or use of implements such as sticks, staffs, or balls. Basketball, indoor soccer, defensive martial arts, Zumba dancing or similar uses are prohibited.
- Other potentially high impact uses including dances, fundraising events, parties, weddings, and concerts may be allowed subject to special conditions such as floor mats, soft soled shoes or removal of shoes.
- Dog training classes or events involving animals are prohibited. Pets are not allowed in the building.
- Smoking in the building is prohibited.
- Uses of candles or open flame devices are prohibited (except chafing dishes) due to fire danger.
- Banners, posters or decorations may be attached to the blackboards with painter's tape but may not be attached or taped to walls, windows or doors without special permission from staff. Staff will work with promoters of special events such as weddings to accommodate special decoration needs.
- Pursuant to Board of County Commissioner Resolutions #1997-35 and 1997-43, public possession or use of firearms and deadly weapons is prohibited within the property.
- **The user shall be charged on an hourly basis at one-hundred dollars (\$100) per hour to pay for clean-up if it is necessary for the County to provide additional clean-up services.**

**Users of the Placerville Schoolhouse who violate the use policies for the Schoolhouse as determined by the Parks Supervisor or County designee may have their privilege to use the Schoolhouse denied.**

ATTACHMENT C

<p><b>PLACERVILLE SCHOOLHOUSE USE REQUEST FORM</b>          San Miguel County Parks &amp; Open Space Department P.O. Box 1170, Telluride, CO 81435          Phone: (970) 369-5424      email: <a href="mailto:deannad@sanmiguelcountyco.gov">deannad@sanmiguelcountyco.gov</a></p>
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The historic schoolhouse in Placerville Park may be reserved for meetings, gatherings and other permitted special events. All use requests must be accompanied by a refundable \$250.00 damage and key deposit. Reserved use may also be charged a use fee based on type and duration of use (see Exhibit 1 attached). Use requests must be made at least one week in advance of the requested date. Please email this form to the email address above or click on the link below to apply online. You may also mail form and fee to the address listed above. More information can be found on our San Miguel County website:

<http://www.sanmiguelcountyco.gov/294/Placerville-Schoolhouse>

Date(s) Requested: \_\_\_\_\_ Number of Participants: \_\_\_\_\_

Times Requested: From: \_\_\_\_\_ a.m. p.m. To: \_\_\_\_\_ a.m. p.m.

Contact Person: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Briefly describe your event: \_\_\_\_\_

Will there be amplified music?                      YES    NO

Will food be served?                                    YES    NO

Will you be serving alcohol?                        YES    NO

Please check the items you will need for your reservation

- 1. Tables
- 2. Chairs
- 3. Table Cloths
- 4. Coffee Pot
- 5. Pot Warmer
- 6. Power Strips & Extension Cord
- 7. Electric Tea Kettle

ATTACHMENT C

**Placerville Schoolhouse Use Request Form CONTINUED**

- All forms, fees and deposit must be submitted prior to staff approval. Credit cards are not accepted.
- The deposit check will be destroyed, after schoolhouse has been inspected by a designated staff person. Deposit checks may be held for future events, upon request. Deposit checks must be renewed after a period of one year from the date on the deposit check.
- If you would like your deposit check returned, please provide a self-addressed, stamped envelope with your request form.
- Banners, posters, decorations and any such items may not be attached or taped to walls, windows, doors, etc. Decorations may be attached to chalkboards, using painter's tape only (no duct tape please).
- Activities that might damage the historic structure or break windows are prohibited.
- Tables and chairs must be neatly stacked on rack after use and stored for the next user.
- The schoolhouse space must be swept and cleaned after each use.
- The clean-up deposit may not be returned if schoolhouse space is left in an unsatisfactory condition.
- Please leave the schoolhouse in the same condition as when you first arrived.
- The bathroom sink may not be used for cleaning dishes. Please plan to clean any dirty dishes off site or use the wash tubs provided in the bottom cabinet of the foyer.
- Parking is limited and the maximum number of people allowed in the Schoolhouse is 50.
- The schoolhouse is ADA accessible.
- Sorry, no dogs or pets allowed in the building.
- Failure to adhere to the above terms may result in the cancellation of use at the County's discretion.
- **The user shall be charged on an hourly basis at one-hundred dollars (\$100) per hour to pay for clean-up if it is necessary for the County to provide additional clean-up services.**
- **All Schoolhouse users must comply with current San Miguel County public health orders.**

**INDEMNIFICATION.** User agrees to indemnify, release, save and hold harmless San Miguel County, its officials, employees and agents, from and against all liability of loss and against all claims or actions based upon or arising out of damage or injury to persons or property caused by or sustained in connection with the use of the Placerville Schoolhouse.

I have read, understand and agree to all the terms stated above for the use of the Placerville Schoolhouse. I understand that this form is only a request for use. I understand that I am responsible for any damages that may occur during my reservation.

\_\_\_\_\_  
**User Signature:**

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

\_\_\_\_\_  
**Staff Approval Signature:**

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

**Fees Paid \$** \_\_\_\_\_

**Damage deposit paid \$** \_\_\_\_\_ (Make checks payable to San Miguel County)



**AGENDA ITEM 5.e**

**TITLE:**

11:05 am Discussion with Region 10 on the grant navigator position and San Miguel County grant needs.

**Presented by:** Michelle Haynes, Director of Region 10

**Time needed:** 45 mins

**PREPARED BY:**

Carmen Warfield, Board of County Commissioners

**RECOMMENDED ACTION/MOTION:**

**INTRODUCTION/BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

**Description:**