

RESOLUTION NO. 24-50

**THE BOARD OF COUNTY COMMISSIONERS
OF HUERFANO COUNTY, COLORADO**

**A RESOLUTION TO ESTABLISH THE ORGANIZATIONAL STRUCTURE OF THE
HUERFANO COUNTY GOVERNMENT FOR CALENDAR YEAR 2025**

WHEREAS, C.R.S. § 30-11-107(1)(n), as amended, authorizes the Board of County Commissioners to establish, by resolution duly adopted, such offices as, in its judgement, are required for the efficient management of the business and concerns of the County; and,

WHEREAS, the Board of County Commissioners desires to create a resilient and efficient governmental organization that effectively delivers services and is responsive to the needs of County residents; and,

WHEREAS, the Board of County Commissioners desires to designate the appointment of certain roles and offices, including the roles of County Administrator and Budget Officer; and

WHEREAS, the Board of County Commissioners find it necessary to designate the creation and organization of certain departments and offices; and,

WHEREAS, the Board of County Commissioners find it both necessary and appropriate to regularly review the organizational structure of the County; and

WHEREAS, the Board of County Commissioners believe that the regular review of the County's organizational structure will provide opportunities to increase operational efficiency.

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

Section 1. Board of County Commissioner's Departments.

The Board of County Commissioners ("BOCC") hereby reaffirms its appointment of the County Administrator in accordance with C.R.S. § 30-11-107(1)(n), as amended. The County Administrator will serve as the chief executive officer and county manager of the County to directly oversee and manage the operations of all offices and departments reporting to the BOCC except the County Attorney. Those offices and departments will consist of the following:

1. **Office of Administration.** This office is responsible for the general management of the County's financial and human resources as well as providing support to the Board of County Commissioners, other County elected officials, the County Attorney, and all County Departments. The senior staff in the Office of Administration, reporting directly to the County Administrator, are:
 - a. Finance Officer; and
 - b. Human Resources Officer.
2. **Emergency Management Department.** The Emergency Management Director leads the Department and reports directly to and is supervised by the County Administrator. The Emergency Management Department consists of the following offices and functions, which report directly to the Emergency Management Director:

- a. Emergency Management;
 - b. 911 Dispatch Office; and
 - c. Hazard Mitigation.
3. **Human Services Department.** The Human Services Director leads the Department and reports directly to and is supervised by the County Administrator. The Human Services Department consists of the following offices and functions, which report directly to the Human Services Director:
 - a. Adult Protective Services;
 - b. Assistance Payments;
 - c. Child Protective Services;
 - d. Family Resource Center; and
 - e. Veteran's Services
 4. **Public Works Department.** The Public Works Director leads the Department and reports directly to and is supervised by the County Administrator. The Public Works Department consists of the following offices and functions, which report directly to the Public Works Director:
 - a. Gardner Public Improvement District;
 - b. Parks and Recreation;
 - c. CSU Extension;
 - d. Facilities Maintenance.
 5. **Office of Information Technology.** The Information Technology Director leads the Office and reports directly to and is supervised by the County Administrator.
 6. **Road and Bridge Department.** The Road and Bridge Superintendent leads the Department and reports directly to and is supervised by the County Administrator. Road and Bridge Department consists of the following offices and functions, which report directly to the Road and Bridge Superintendent:
 - a. Walsenburg Road and Bridge District;
 - b. La Veta Road and Bridge District;
 - c. Gardner Road and Bridge District;
 - d. Noxious Weeds;
 - e. Crusher Operations;
 - f. Spanish Peaks Regional Airport;
 - g. Waste Transfer Station; and
 - h. Fleet Management.
 7. **Land Use and Building Department.** The Land Use Director leads the Office and reports directly to and is supervised by the County Administrator. Public Works Department consists of the following functions, which report directly to the Land Use Director:
 - a. Planning and Zoning;
 - b. Building Inspection; and
 - c. Code Enforcement.

The County Administrator shall have the authority to reorganize or reassign reporting for the above departments, offices, and functions as deemed necessary throughout the fiscal year and any revisions shall be reviewed in the next organizational resolution.

Section 2. Other Duties and Responsibilities of the County Administrator.

The Board of County Commissioners hereby appoints the County Administrator as the County Budget Officer pursuant to C.R.S. § 29-1-105, as amended.

Section 3. County Attorney.

The Board of County Commissioners hereby reaffirms its appointment of the County Attorney in accordance with Article XIV, Section 8, of the Colorado Constitution, and C.R.S. § 30-11-118, as amended. The County Attorney shall serve as the Chief Legal Officer of the County and is empowered to recommend to the Board the hiring of outside counsel as situations merit. The County Attorney, and any attorney hired as Special Counsel or to represent a County Department will report to the Board of County Commissioners

Section 4. Graphic Representation.

The attached Exhibit “A” is an unofficial graphic representation of the above.

Section 5. Repealer.

Any and all resolutions or parts of resolutions in conflict with this Resolution shall be, to the extent of such conflict, hereby repealed.

Section 6. Effective Date.

This Resolution shall be in full force and effect for the fiscal year beginning on January 1, 2025 to December 31, 2025 and until the effective date of a resolution for the succeeding fiscal year.

INTRODUCED, READ, APPROVED AND ADOPTED ON THIS 12th day of DECEMBER 2024.



ATTEST:

County Clerk and Recorder and
Ex-Officio Clerk to said Board

BOARD OF COUNTY COMMISSIONERS
OF HUERFANO COUNTY, COLORADO

BY _____
Arica Andreatta, Chairman

Karl Sporleder, Commissioner

Mitchell Wardell, Commissioner