

**Resolution No. 2010-048**

**RESOLUTION  
OF  
THE BOARD OF COUNTY COMMISSIONERS  
OURAY, COLORADO**

**RE: Evaluation and Decision Concerning Replacement of Vacated County Positions**

**Whereas**, the County of Ouray is experiencing a decline in operating revenue due to a reduction in building permit activity, Clerk's fees, declining State and Federal revenue sources, and other permit generating revenue; and

**Whereas**, due to the nationwide economic downturn, the County of Ouray is proceeding with a conservative approach in its spending to accommodate the decline in revenue; and

**Whereas**, the Board of County Commissioners of Ouray County, Colorado ("the Board") adopted Resolution No. 2008-055 setting forth a proactive approach to address financial issues in 2008, 2009 and 2010, and has determined that it is in the best interest of the Ouray County organization to continue the policy; and

**Whereas**, Colorado Revised Statutes, 30-11-107(2)(a) "Powers of the Board" set forth the Board's authority to adopt the annual budget for the operation of the County government, including all offices and departments and that the final budget determination of each Board shall be binding upon each of the respective offices and departments; and

**Whereas**, due to budgetary constraints, the Board has determined that it is necessary to continue reevaluating all vacated positions that may arise as a result of resignation or termination in order to decide if the position is an essential position to the organization that must be replaced at this time recognizing that failure to fill a position may result in a decline in the level of service; and

**Whereas**, even in relatively stable fiscal times the Board desires Ouray County government to maintain a high level of services in the most efficient manner and thus recognizes it is both good fiscal and good organizational policy to evaluate positions as they are vacated to examine how a position is funded; consider how essential the position is to health, safety and welfare; learn if opportunities exist for reorganization or reassignment of some or all of the duties to other positions within the organization while maintaining or exceeding the current level of service; and evaluate how the current level of services will be affected if the position is not refilled; and

**Whereas**, this policy covers all County positions in all County departments and funds; and

**Whereas**, the following steps must be taken upon resignation or termination of a County employee and prior to replacement of any position:

1. All County Elected Officials and Department Heads must notify the Human Resources Director immediately upon resignation or termination of a County employee.
2. The Human Resources Director must provide in writing to the County Administrator the title of the position, department, and associated compensation.

3. The County Administrator will notify the Board of the vacancy at a regularly scheduled public meeting and provide all pertinent information to the Board so that they can make a decision to replace or not replace the position.
4. The Elected Official or Department Head will have the opportunity to be present at the meeting and to discuss the position with the Board.
5. Proper procedure must be followed in accordance with Section 2 of the Ouray County Personnel Manual if it is determined by the Board that a position is an essential position to the organization that must be replaced.

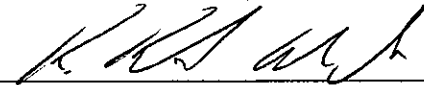
**Now, Therefore, Be It Resolved,** by the Board of County Commissioners of Ouray County, Colorado that Resolution No. 2010-048 be adopted setting forth a process for evaluation and decision concerning the replacement of vacated County positions.

Adopted this 13<sup>th</sup> day of December, 2010.

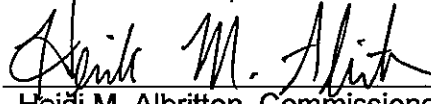
BOARD OF COUNTY COMMISSIONERS  
OF OURAY COUNTY, COLORADO




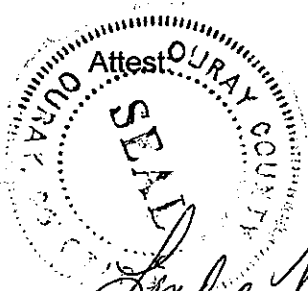
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Lynn M. Padgett, Chair



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K. Keith Meinert, Vice-Chair



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Heidi M. Albritton, Commissioner



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Michelle Nauer, Clerk and Recorder  
By: Linda Munson-Haley, Clerk of the Board