



# Board Agenda Background

**Date:** 1/6/2026  
**To:** Board of County Commissioners  
**Through:** Colton Rohloff, County Manager  
**From:** Peter A. Lichtman, County Attorney  
**Subject:** Resolution R-26-04, A Resolution Setting Days and Hours of Operation for County Offices, and Allowing for Suspension of Certain In-Person Clerk and Recorder Services on November 3, 2026, the Day of the General Election

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## RECOMMENDATION

Staff recommends approval of Resolution R-26-04, setting the days of operation for Clear Creek County Offices, and allowing for suspension of certain in-person Clerk and Recorder services on November 3, 2026, the day of the general election.

## BACKGROUND

Pursuant to Resolution R-24-94, and in consideration of the County's inability to meet market pay for most County positions and to avoid increased attrition, the Clear Creek County Board of County Commissioners ("Board") reduced the days and hours of operation of County offices from Monday through Thursday 7:30 a.m. – 5:30 p.m., to Monday through Thursday 7:30 a.m. – 4:00 p.m., while simultaneously adjusting employee wage rates to allow employees to maintain the same annual salary they were earning at no loss of income.

## ANALYSIS

The County continues to struggle with meeting market pay for most positions. For that reason, maintaining the current days and hours of operation as Monday through Thursday 7:30 a.m. – 4:00 p.m. should assist in reducing employee attrition. This reflects the County's commitment to fiscal responsibility while aiming to minimize disruptions for both the public and employees.

Critical services, including Public Safety, Road and Bridge, the Roundabout, and the Transfer Station, would remain unaffected to ensure uninterrupted operations for essential services.

## ATTACHMENT:

1. Resolution R-26-04