



BOARD OF COMMISSIONERS MEETING
117 South Main Street, Monticello, Utah 84535. Commission Chambers
December 02, 2025 at 11:00 AM

AGENDA

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

CONFLICT OF INTEREST DISCLOSURE

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meet link
<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile
+13462487799,,88279631170# US (Houston)

There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

As indicated in our Commission Policies and Procedures, the following applies:

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No Assignment of Time: If there are several speakers on a matter, one person may not assign their time to another in an effort to increase the allowed speaking time. Individual citizens and citizen groups may select a person to make a presentation on their behalf, but each individual's speaking time will be limited to three minutes, subject to the discretion of the Chair or a vote of the Commission.

Orderly Conduct: Citizens attending meetings shall observe rules of propriety, decorum and good conduct. Unauthorized remarks and similar demonstrations shall not be permitted by the Chair who may direct the removal of offenders from the from the meeting.

CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator

The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.

- [1.](#) Approval of \$27,116.95 for Small Purchases; \$259 on USPAP Online Class for the Assessor Department, \$1,111.01 on Cab Window Glass for the Road Department, \$15,000 on Lodging and Dining Videos for Visitor Services, \$2,080 on Catering, \$4,167 on Cell Phone Mount, Task Force Activation Fee and Task Force Storage Plan, and \$4,499.94 on Achilles Defense Loadout for the Sheriff's Office
- [2.](#) Approval of the October 21, 2025 Board of Commission Meeting Minutes for Review
- [3.](#) Approval of the November 4, 2025 Commission Board Minutes
- [4.](#) Approval of the November 18, 2025 Board of Commissioners Work Session Meeting
- [5.](#) Approval of the November 18, 2025 Board of Commission Meeting Minutes
- [6.](#) Approval of the Check Register for October 18 - Nov 26, 2025
- [7.](#) Approval of the Updated Budget for 2026 Appendix A to County Fire Warden Agreement. David Gallegos, Fire Chief
- [8.](#) Approval of the Utah Cooperative Wildfire System Participation Commitment between Utah Division of Forestry, Fire and State Land and San Juan County for Fiscal Year 2026
- [9.](#) Approval for Additional Policies to the San Juan County Senior Center Policy and Procedure Manual
- [10.](#) Approval of the Bancorp Lease Agreement for a Sheriff's Office Ford Bronco Leased Vehicle

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

- [11.](#) San Juan County is terminating the Voluntary Benefits Contract we currently have with All State Insurance. We are requesting to use Guardian as our new provider for Voluntary Group Insurance

BUSINESS/ACTION

- [12.](#) Consideration and Approval for Service Missionary Volunteer Memorandum of Understanding between San Juan County and The Church of Jesus Christ Of Latter-day Saints. Tammy Gallegos, Aging Director

- [13.](#) Consideration and Approval of the 2026 San Juan County Community Wildfire Preparedness Plan (CWPP). David Gallegos, Fire Chief
- [14.](#) Consideration and Approval of San Juan County Public Health Infrastructure 2023 Contract Between the State of Utah Health and Human Services and San Juan County Amendment #2. Mike Moulton, Public Health Interim Director
- [15.](#) Consideration and Approval of the EPA Radon Grant Program with Utah Department of Environmental Quality. Mike Moulton, Public Health Interim Director
- [16.](#) Consideration and Approval of the Memorandum of Understanding between Southeastern Utah Downtown Alliance and San Juan County for General Operating and Community Support Grants within the County. Mack McDonald, Chief Administrative Officer
- [17.](#) CONSIDERATION AND APPROVAL OF AN ORDINANCE 2025-03 ESTABLISHING A COUNTY DATA PRIVACY PROGRAM IN COMPLIANCE WITH THE UTAH GOVERNMENT DATA PRIVACY ACT (U.C.A. § 63A-19-101, et seq.). Mack McDonald, Chief Administrative Officer
- [18.](#) Consideration and Approval of the 2025 Privacy Policy Statement for San Juan County. Mack McDonald, Chief Administrative Officer

PUBLIC HEARINGS

COMMISSION REPORTS

ADJOURNMENT

The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

San Juan County

Purchase Reimbursement Form

Pay to:

Rick Meyer

Address:

637 South 200 East Blanding Utah 84511

Code	Description	Amount
10-4146-330	WSPAP Online Class.	259.00

Please explain why was this not purchased using a county card or charge account?

This class is required for Licesure before the End of the year.
It was a good time to take the class.

I certify that all items requested for reimbursement are valid business expenses.

Signature:

Rick D. Meyer

Date:

Nov. 18, 2025

Supervisor

Signature:

Mark McDonald

Date:

11-24-2025

Please attach receipts or other documentation with this cover sheet.

Must be turned in to Clerks Office within 30 days of transaction to receive reimbursement.



Meyer, Rick <rmeyer@sanjuancountyut.gov>

Thank You For Your Order!

1 message

McKissock Learning <sender@mail.mckissock.com>

Wed, Nov 5, 2025 at 2:14 PM

Reply-To: "info@mckissock.com" <info@mckissock.com>

To: "rmeyer@sanjuancounty.org" <rmeyer@sanjuancounty.org>



Dear Rick,

**Thank you for allowing McKissock to fulfill
your education needs!**

(Note: The base price of each course includes one certificate. Additional certificates prices depend on the credit that is requested.)

Your order summary is as follows:

Item Type	Item	Price
Physical Product	2024 USPAP and Guidance and Reference Manual combo book	\$0.00
On-Line Course	2024-2025 7-hour National USPAP Update Course	\$259.00
Sub-Total:		\$259.00
Discount:		\$0.00
Tax:		\$0.00
Shipping:		\$0.00
Grand Total:		\$259.00
Amount Paid:		\$259.00

Credit Card: **** * 3924

Confirmation Number:
 7623772680526946903065

The following link will take you to the
McKissock Sign In Page. If you need
 assistance, our customer service and

**support staff is available by phone or
email:**

Hours:

Monday - Friday: 8am - 8pm EST

Saturday - Sunday: 12pm - 3:30pm EST

Phone: 800-328-2008

Email: info@mckissock.com

Thanks, and have a great day!
The McKissock team, your education solution.

2025 © McKissock

218 Liberty Street, Warren, PA 16365

www.mckissock.com

117 So Main Street
Monticello, UT 84535
Ph: 435-587-3225

**Purchase From**

Wheeler Machinery Co. ☒ State Contracted
1345 South State Street
Salina, Utah 84654-1617

Deliver To

San Juan County Road dept
South Shop
1597 South Main
Blanding, Utah 84511
Attention To :

Purchase Order

P. O. No#	
Date	11/17/2025
Your Ref#	
Our Ref#	
Credit Terms	Cash

Attention To :

Product ID	Description	Quantity		Unit Price	Amount
576-7461	Cab Window Glass	1		\$1,111.01	\$0.00 \$1,111.01 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
				Sub Total	\$1,111.01
				Tax	Exempt
				Freight	
				Invoice Total	\$1,111.01
				Amount Paid	
				Balance Due	\$1,111.01

Approved:

Department Head: [Signature]

County Admin: Mack McIsaac

Terms and Conditions:

11/17/25, 4:28 PM



Wheeler - Payment & Summary

WHEELER MACHINERY CO.

Order Information

Account Number

080103 - SAN JUAN COUNTY ROAD DEPT

Dealer Store

SALINA, UT

Request By Date

12/8/25

Ordered By

Richard Garner
rgarner@sanjuancounty.org
+1 435-678-3838

Pickup & Delivery Information

Estimated Pickup Date For All Items

By Dec 09

Pickup Method

CUSTOMER PICKUP

Pickup Location

1345 South State Street
Salina, Utah 84654-1617
(435) 529-7423

Special Instructions

Have shipped to Moab and have Moab store bring down to Blanding shop. Thank you Richard.

Payment Information

BILLING METHOD

Dealer Credit

Billing Address

SAN JUAN COUNTY ROAD DEPT
PO BOX 188
MONTICELLO, Utah 84535
United States

PURCHASE ORDER NUMBER
57617

SUMMARY OF CHARGES

ORDER SUBTOTAL: \$1,111.01 (USD)
Shipping/Miscellaneous: \$0.00 (USD)
Total Tax: \$0.00 (USD)
ORDER TOTAL: \$1,111.01 (USD)

Items In Your Order

Quantity	Product Description	Notes	Availability	Total Price (USD)
1)	1	576-7461: Cab Window Glass 51.7 lbs ☒ Non-returnable part	All 1 by Dec 08	\$1,111.01 \$1,111.01 ea.

ORDER SUBTOTAL: \$1,111.01 (USD)

<https://parts.cat.com/SingleShipmentOrderSummaryView?langId=-1&storeId=20161&catalogId=10051>

1/2



117 S Main, Monticello, UT 84535

PO Deliver To:

Purchase Order Number:: 11252025

PO Date:: 11/25/2025

Vendor Name: Capture Adventure Media

Department:

Purchase Order

Product ID	Quantity	Description	Unit Price	Amount
104193490	1	Lodging & Dining Videos, & 20 Short Business videos	15,000 USD	15,000 USD

Sub Total: 15,000.00 USD Tax: Freight: **Total Due: 15,000 USD**

Purchase Validation

"Lodging & Dining Videos, & 20 short business videos"

Initiator Name: Cortney Yazzie

Approved by /s/Mack McDonald



117 S Main, Monticello, UT 84535

PO Deliver To: 811 Around the World
Blanding UT 84511
Purchase Order Number:: 20251101
PO Date:: 11/25/2025

Vendor Name: Custom Catering
Department: San Juan County Sheriff's Office Jail

Purchase Order

Product ID	Quantity	Description	Unit Price	Amount
	80	Catering	26 USD	2,080 USD

Sub Total: 2,080.00 USD **Tax:** Freight: **Total Due:** 2,080 USD

Purchase Validation

Our annual Christmas Party for company morale.

Initiator Name: Kim Lee
Approved by /s/Mack McDonald

San Juan County
117 So Main Street
Monticello, UT 84535
Ph: 435-587-3225

**Purchase From**

Stalker Radar
855 E Collins Blvd
Richardson, TX. 75081
9723983780
Attention To :

☒ State Contracted**Deliver To**

Jay R Begay
297 S Main St
Monticello, UT 84535
(435)459-3312
Attention To :

Purchase Order

P. O. No#	
Date	11/17/2025
Your Ref#	
Our Ref#	
Credit Terms	Credit

[illegible]**Terms and Conditions:**

Will be paid for by Task Force Funds.

San Juan County
117 So Main Street
Monticello, UT 84535
Ph: 435-587-3225



Purchase From
Spartan Armor ☐ **State Contracted**
1830 West Copper St
Tucson, AZ. 85745
(520)396-3335
Attention To :

Deliver To
Jay R Begay
297 S Main St
Monticello, UT 84535
(435)459-3312
Attention To :

Purchase Order	
P. O. No#	
Date	11/17/2025
Your Ref#	
Our Ref#	
Credit Terms	Credit

[illegible]**Terms and Conditions:**

For San Juan County Sheriff's Office patrol officer's. To start replacing old, damaged, expired rifle plate systems.

Buy one get one free total 6.



BOARD OF COMMISSIONERS MEETING
 117 South Main Street, Monticello, Utah 84535. Commission Chambers
 October 21, 2025, at 11:00 AM

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: <https://www.utah.gov/pmn/files/1356619.mp3>

<https://www.utah.gov/pmn/files/1356621.mp3>

VIDEO: <https://www.youtube.com/watch?v=ElwUTFmOVbc&t=56s>

CALL TO ORDER

Time Stamp 0:00:07 (audio) & 0:00:52 (video)

Commission Chair Stubbs called the meeting to order at 11:04 a.m.

ROLL CALL

Time Stamp 0:00:21 (audio) & 0:01:07 (video)

Commission Chair Silvia Stubbs called for attendance:

PRESENT

Commission Chair Silvia Stubbs

Commission Vice-Chair Lori Maughan

Commissioner Jamie Harvey

STAFF

Mack McDonald, County Administrative Officer (CAO)

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

Mitch Maughan, County Attorney

INVOCATION

Time Stamp 0:00:31 (audio) & 0:01:16 (video)

Nicole Perkins, resident of Blanding, offered the opening prayer.

PLEDGE OF ALLEGIANCE**Time Stamp 0:01:15 (audio) & 0:02:00 (video)**

Lyman Duncan, resident of Monticello, led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE**Time Stamp 0:01:48 (audio) & 0:02:33 (video)**

Commissioner Stubbs asked if anyone had any conflicts with today's agenda. Each commissioner confirmed they did not have any conflicts.

PUBLIC COMMENT

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Time Stamp 0:02:02 (audio) & 0:02:47 (video)

Mack opened the public comment portion of the meeting for anyone who wanted to express their comments publicly in person or online.

Chester Johnson, resident of Montezuma Creek, provided several handouts to the commission. He spoke about McCracken Mesa and the tornado that hit on September 7, 2025. Several homes and buildings with infrastructure were damaged in a matter of minutes. He hopes the county will support those who have experienced the loss of homes and outbuildings.

Mark Shapiro, resident of Pack Creek Estates, asked for reasonable development of southern Spanish Valley. He asked for elected and appointed leaders to listen closely to the county residents.

CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator

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Time Stamp 0:14:42 (audio) & 0:15:27 (video)

Mack presented the consent agenda for the commission to review and approve.

To Approve with discussion for items #1 & 5.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.

Voting Yea: Commissioner Harvey, Commission Chair Stubbs, Commission Vice-Chair Maughan

There was significant discussion regarding why the take-down and set up of economic development educational programs equipment was being performed by contractors from outside our county.

1. Approval of \$12,749.33 in Small Purchase; \$5,182.57 for IPW Sunparks Booth Balance for Visitor Services, \$2,805.36 for a Radiator for the Road Department, \$495 for Vert Vent Helmet for Search and Rescue, \$1,304.40 for Mileage Reimbursement and On-Site Event Takedown for Economic Development and \$2,962 for Geotechnical Engineering Services for the Facilities Maintenance
2. Review and Approval of September 2, 2025, Board of Commission Work Meeting Minutes
3. Approval of September 2, 2025, Board of Commission Minutes for Review and Approval
4. Approval of the Appointment of Jim Kopp to the Administrative Board of the Wilson Arch Water and Sewer Special Service District.
5. Ratification of the Continued Interagency Agreement between San Juan County and the Utah Department of Workforce Services for Homeless Prevention Services Until 2027 for \$142,917.88. Rosa Vargas, Executive Assistant

6. Approval of the Letter of Support for Southeastern Regional Development Agency's Grant Request for Funding for a Business Incubator in Price.
7. Ratification of an Agreement with the State of Utah Department of Transportation Division of Aeronautics for the AIP-024 U96 Cal Black Rehabilitate Taxiway A (2024 Design, 2025 Construction) Project. Mack McDonald, Chief Administrative Officer

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

8. 2025 Third Quarter Financial Report for Commission Review

Time Stamp 0:38:48 (audio) & 0:39:23 (video)

Lyman Duncan, Clerk/Auditor, presented the 2025 3rd Quarter Financial Statements for the commission to review.

9. Judicial Nominating Commission for San Juan County

Time Stamp 0:54:02 (audio) & 0:54:47 (video)

Mack presented the information regarding the process of replacing Judge Hazelton. The purpose of today's agenda item is to recommend three individuals to join the Judicial Nominating Commission.

Jim Peters, Justice Court Administrator for the Administrative Courts of the State of Utah, spoke regarding Judge Lyon Hazelton's approaching retirement on December 31, 2025. He spoke about the pool of candidates and which nominating positions are available. The nomination process changes if Monticello signs an interlocal agreement to join the county justice court instead of running their program through the city.

Commissioner Harvey asked what the role between the coordinating council and the justice court was. Jim thought it would be a great idea for the two entities to have a closer relationship. The nomination commission terms are for one four-year term (to be unelected) and two positions for the remaining term.

10. Discussion regarding Standby Event Fee Schedule in addition to other fees that are out of date and need to be adjusted.

Time Stamp 1:17:25 (audio) & 1:18:10 (video)

Jeremy Hoggard, Emergency Services Director, presented a new fee schedule for the commission to review and discuss. He asked the commission to consider adopting (in a future public hearing) an on-going annual fee adjustment according to the EMS Rule in state code.

BUSINESS/ACTION

11. Consideration and Approval of Project Revenue Allocations for the Sheriff's Office. Sheriff Lehi Lacy

Time Stamp 1:26:17 (audio) & video)

Sheriff Lehi Lacy presented the increased revenue allocations (increased daily bed rate) to be used to give his officers their step and lane pay increases. Commission Chair Stubbs wants to have this discussion be included in the upcoming budget hearings in November. Mack clarified that to make a budget adjustment, it would need to be notified to the public and presented in a hearing.

The commission agreed to approve the concept and hold a public hearing in the future to change the budget.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

12. Consideration and Approval of the Children and Teen Book Grant between the State of Utah and San Juan County. Nicole Perkins, Library Director

Time Stamp 1:39:26 (audio) & 1:40:11 (video)

Nicole Perkins, Library Director, presented the grant for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

13. Consideration and Approval of the Letter of Comment on BLM's Labyrinth/Gemini Bridges Travel Management Plan Reassessment. Nick Sandberg, Public Lands Coordinator

Time Stamp 1:41:14 (audio) & 1:41:59 (video)

Nick Sandberg, Public Lands Coordinator, presented the letter of comment on BLM's Labyrinth/Gemini Bridges travel plan reassessment for the commission to review and approve. There is a 1.5-mile strip of land which contains four (4) roads. The letter requests the BLM to open the roads for residents and visitors.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

14. Consideration and Approval of the Memorandum of Agreement (MOA) Referencing Historic Properties Potentially Affected by Proposed Lisbon Valley Mine Plan of Operations Modification. Nick Sandberg, Public Lands Coordinator

Time Stamp 1:44:11 (audio) & 1:44:56 (video)

Nick Sandberg, Public lands Coordinator, presented the memorandum of agreement for historical properties affected by the Lisbon Valley Mine plan of operations modifications. The agreement has also been signed by the BLM and the State of Utah Historical Commission. If human remains are discovered, a reparation plan will be developed by the Lisbon Valley Mine. Commissioner Harvey expressed his gratitude for tribal input into the process.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

15. Consideration and Approval of the Standard Service Contract Between AJC Architects and San Juan County for the Children Justice Center Architectural Design. Sam Long, Facilities Director

Time Stamp 1:49:27 (audio) & 1:50:12 (video)

Sam Long, Facilities Director, presented the contract between AJC Architects and San Juan County for the new Children's Justice Center building for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

16. Consideration and Approval of the Landfill Power Project Deposit with Rocky Mountain Power. Sam Long, Facilities Director

Time Stamp 1:51:42 (audio) & 1:52:27 (video)

Sam Long, Facilities Director, presented the Landfill Power Project deposit for the commission to review and approve. The invoice amount is a \$35,000 deposit for the power company to order the new transformer. The entire project will be in the \$380-390,000 range.

17. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS APPROVING THE RECLASSIFICATION OF ELIGIBLE FIREFIGHTERS' EMPLOYEES INTO THE APPROPRIATE UTAH RETIREMENT SYSTEMS (URS) RETIREMENT LANE. Tranner Sharpe, Human Resources

Time Stamp 1:54:32 (audio) & 1:55:17 (video)

Tranner Sharpe, Human Resources, presented the reclassification of eligible firefighters into the correct URS pension program for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

18. Consideration and Approval to Change Signature of Approval to the end date of the Amended and Restated Memorandum of Understanding Between Utah State University Preschool

Development Grant and San Juan County from 12/31/2025 to 9/30/2025. Mike Moulton, Public Health Interim Director

Time Stamp 1:55:48 (audio) & 1:56:33 (video)

Mike Moulton, Public Health Interim Director, presented the agreement between Utah State University (USU) and San Juan County for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

19. Consideration and Approval of the San Juan County Public Health Department's Women, Infant and Children (WIC) Program Contract Between San Juan County and State of Utah Department of Health and Human Services Amendment 3. Mike Moulton, Public Health Interim Director

Time Stamp 1:57:36 (audio) & 1:58:21 (video)

Mike Moulton, Public Health Interim Director, presented the WIC contract for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

20. Consideration and Approval of the Public Health Emergency and Healthcare Preparedness Programs Contract with Utah Department of Health and Human Services and San Juan County for Fiscal Year 2024 through 2028, Amendment 2. Mike Moulton, Public Health Interim Director

Time Stamp 1:58:13 (audio) & 1:58:58 (video)

Mike Moulton, Public Health Director, presented the contract with Utah Department of Health and Human Services and San Juan County for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

21. Consideration and Approval of the 2025 Preventative Health and Health Services Block Grant Contract with Utah Department of Health and Human Services and San Juan County. Mike Moulton, Interim Health Officer

Time Stamp 1:59:00 (audio) & 1:59:45 (video)

Mike Moulton, Public Health Interim Director, presented the Preventative Services Block Grant Contract between the State of Utah and San Juan County for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

22. Consideration and Approval of the San Juan County Health Department STD Disease Intervention Services 2019 Contract Between San Juan County and the State of Utah Health and Human Services Department, Amendment 10. Mike Moulton, Interim Health Officer

Time Stamp 1:59:30 (audio) & 2:00:15 (video)

Mike Moulton, Public Health Interim Director, presented the STD Disease Services 2019 Contract between San Juan County and the State of Utah for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

23. Consideration and Approval of the San Juan Health Department Community and Clinical Interventions Contract Between San Juan County and the Utah Department of Health and Human Services, Amendment 5. Mike Moulton, Interim Public Health Director

Time Stamp 2:01:01 (audio) & 2:01:46 (video)

Mike Moulton, Public Health Interim Director, presented the Clinical interventions Contract between the State of Utah and San Juan County for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

24. Consideration and Approval of the Children with Special Healthcare Needs Care Coordination Agreement Between San Juan County and the State of Utah Department of Health and Human Services, Amendment 3. Mike Moulton, Interim Public Health Director

Time Stamp 2:01:31 (audio) & 2:02:16 (video)

Mike Moulton, Public Health Interim Director, presented the Special Needs Care Agreement between San Juan County and the State of Utah Department of Health for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

25. Consideration and Approval of the Maternal and Child Health Services Block Grant Contract Between San Juan County and the Utah Department of Health and Human Services. Mike Moulton, Interim Public Health Director

Time Stamp 2:01:58 (audio) & 2:02:43 (video)

Mike Moulton, Public Health Interim Director, presented the Maternal & Child Health Block Grant between San Juan County and the State of Utah Department of Health for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

26. Consideration and Approval of an Outreach Education Agreement between the University of Utah, on behalf of its Utah Poison Control Center, and San Juan County. Mike Moulton, Interim Public Health Director

Time Stamp 2:02:43 (audio) & 2:03:28 (video)

Mike Moulton, Public Health Interim Director, presented the Outreach Education Grant between the University of Utah (Utah Poison Control Center) and San Juan County for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

27. Consideration and Approval of the 2026 Utah Rural County Grant Contract Between San Juan County and State of Utah, Governor's Office of Economic Opportunity, Center for Rural Development. Talia Hansen, Economic Development Manager

Time Stamp 2:03:08 (audio) & 2:03:53 (video)

Mack presented the grant agreement for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

28. Consideration and Approval of the Revised Contract with Kilgore Companies, LLC dba LeGrand Johnson for the Taxilane and Rehabilitation to the Airport Access Road Project. Mack McDonald, Chief Administrative Officer

Time Stamp 2:05:06 (audio) & 2:05:51 (video)

Mack presented the revised contract for the Cal Black Taxilane and Access Road Improvements. The amount increased from 1,982,222 to \$2,355,469. The county participates with 5%, the state participates by funding 5%.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

COMMISSION REPORTS

Time Stamp 2:07:01 (audio) & 2:07:46 (video)

Commission Vice-Chair Maughan attended the Canyon Country Partnership meeting, and they discussed the federal shutdown and how we can protect the archaeological assets within the National Parks and BLM. She also met with a reverse tour group from India. She also attended the Utah One Conference in Cedar City.

Commissioner Harvey spoke about McCracken Mesa resident, Chester Johnson and the damage caused to his property from the recent tornado. He also met with the Aneth Chapter, and they asked about the emergency response and resources available within our county. The county response was very good; however, the jurisdiction challenges paused the county efforts once the Navajo Nation EMS arrived onsite. He is going to work with the chapters in encouraging the initial communication process to be spearheaded by the county rather than the Nation.

He also talked about the road construction going on within the county. He is grateful for the new roads, but the road base is higher than the shoulder by six (6) inches, causing cars to scrape when they enter the road. One family has asked for a cattle guard for their property on McCracken Mesa.

He also wondered if signage can be placed on the S-curves of the road, encouraging drivers to slow down and be safe. He told the commission that the Navajo Nation has signed the road maintenance contract. He is hopeful an interlocal agreement be reached for county road maintenance for BIA school bus roads.

Commission Chair Stubbs talked about the many projects are going on within the county. She expressed concern for voters in Navajo Mountain unable to identify their physical address, hence diminishing their ability to vote. She asked Jens to give a follow-up to the commission regarding House Bill 300 and its ramifications upon the rural voters of the county. She is encouraged by the change that is going on in Navajo Mountain and the growth they are experiencing. She spoke about the need for everyone that needs a cattle guard to be able to receive one.

She is helping to sponsor a community-wide December 1 activity, which is intended to support their local businesses by encouraging everyone to shop at home.

ADJOURNMENT

Time Stamp 2:41:32 (audio) & 2:42:17 (video)

Motion to adjourn:

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

APPROVED: _____
San Juan County Board of County Commissioners

DATE: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____



BOARD OF COMMISSIONERS MEETING

117 South Main Street, Monticello, Utah 84535. Commission Chambers
November 04, 2025, at 11:00 AM

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: <https://www.utah.gov/pmn/files/1356639.mp3>

VIDEO: <https://www.youtube.com/watch?v=LcAP9EYecak>

CALL TO ORDER

Time Stamp 0:00:08 (audio) & 0:01:03 (video)

Commissioner Stubbs called the meeting to order at 11:001 am.

ROLL CALL

Time Stamp 0:00:40 (audio) & 0:01:34 (video)

Commission Chair Stubbs called for attendance:

PRESENT

Commission Chair Silvia Stubbs

Commission Vice-Chair Lori Maughan

Commissioner Jamie Harvey

STAFF

Mack McDonald, County Administrative Officer (CAO)

Mitch Maughan, County Attorney

Lyman W. Duncan, Clerk/Auditor

INVOCATION

Time Stamp 0:00:50 (audio) & 0:01:44 (video)

Lori Maughan, resident of Monticello, offered the opening prayer.

PLEDGE OF ALLEGIANCE

Time Stamp 0:01:50 (audio) & 0:02:44 (video)

Lyman Duncan, resident of Monticello, led the audience in the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:02:30 (audio) & 0:03:24 (video)

Commission Chair Stubbs asked the commissioner if they had any conflicts of interest with today's agenda.

Each commissioner stated they did not have any conflicts with today's agenda.

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meet link

<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile +13462487799,,88279631170# US (Houston)

There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

As indicated in our Commission Policies and Procedures, the following applies:

Procedure: Orderly procedure requires that each member of the public shall proceed without interruption from the audience and shall retire when their time is up; that all statements shall be addressed to the Commission, and that there be no questioning or argument between individuals.

Questions: After being first recognized by the Chair, Commissioners and staff members may ask questions and make appropriate comments; however, no Commissioner should argue or debate an issue with the petitioner/member of the public.

No Assignment of Time: If there are several speakers on a matter, one person may not assign their time to another in an effort to increase the allowed speaking time. Individual citizens and citizen groups may select a person to make a presentation on their behalf, but each individual's speaking time will be limited to three minutes, subject to the discretion of the Chair or a vote of the Commission.

Orderly Conduct: Citizens attending meetings shall observe rules of propriety, decorum and good conduct. Unauthorized remarks and similar demonstrations shall not be permitted by the Chair who may direct the removal of offenders from the from the meeting.

Time Stamp 0:02:45 (audio) & 0:03:39 (video)

Mack opened the meeting to the public for any comments. He checked the sign-in sheet and then checked online to see if anyone had any comments. No one wanted to offer any public comment.

CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator

The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.

Time Stamp 0:03:08 (audio) & 0:04:02 (video)

Mack presented the consent agenda for the commissioners to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Chair Stubbs.

Voting Yea: Commissioner Chair Stubbs, Commission Vice-Chair Maughan

1. Approval of the Small Purchase of \$5,252 for Civic Plus Annual Fee for our Website.
2. Ratification of the United States Department of Agriculture for Rural Business Development Grant Program.

RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS

3. Judicial Nominating Commission for San Juan County Justice Court Judge.

Time Stamp 0:04:39 (audio) & 0:05:32 (video)

Mack presented the information regarding the nomination commission for San Juan County Justice Court Judge. He stated he had received several names over the past two weeks. Commissioner Harvey has several names he wants to offer for consideration. Mitch Maughan asked the county to decide item #6 before we deal with item #3. He recommended individuals from law enforcement, the prosecuting attorney office, and one individual from the Justice Court. Commissioner Harvey spoke about the criminal justice coordination council and their need for data to help make better decisions. Commission Maughan asked about the nominating process and what the next steps are. Jim Peters from the State Judicial Courts gave instructions to the commission regarding their selections. Wyatt Holyoak, Steve Bennett, and Kelly Tracy (4-year term) were the names brought forward by the commission. Mitch will prepare a resolution for Commissioner Stubbs to sign; the resolution will be ratified in the next commission meeting.

BUSINESS/ACTION

4. Consideration and Approval to renew the inter-local agreement between the Grand County Public Library and the San Juan County Library System. Nicole Perkins, Library Director

Time Stamp 0:13:14 (audio) & 0:14:08 (video)

Micaela Wood, Assistant Director for Library Services, presented the inter-local agreement for the commission to review and approve. The contract helps Spanish Valley residents in accessing a much closer library in Moab.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

5. Consideration and Approval of the Building Inspector Agreement with Monticello City under the Utah Code Annotated 11-13-202.5(3). Mitch Maughan, County Attorney

Time Stamp 0:16:56 (audio) & 0:17:50 (video)

Mitch Maughan, County Attorney, presented the building inspector contract with Monticello City for the commission to review and approve. There were comments offered as to the history of the building inspector agreement, and why the item has been excluded from the commission meeting agendas. Everyone agreed that better communication is needed in the future.

Kaden Kulow, Monticello City Manager, met with Kristen Bushnell (former planning & zoning administrator) and caught up all the back payments owed to the county. He is concerned that the contract is being held up by having so many delays. The commission agreed to hold a future work session meeting to continue ironing out the issues.

No action Taken:

6. Discussion on Combining Justice Court with San Juan County and Monticello City. Mitch Maughan, County Attorney

Time Stamp 0:41:39 (audio) & 0:42:33 (video)

Mitch Maughan, County Attorney, presented the discussion on combining the Justice court with Monticello's Justice Court. He stated with Judge Hazelton's retirement in December, it leaves Monticello City and the San Juan County Justice Court without a Judge. Blanding has their own Justice Court. There was a lengthy discussion concerning the options faced by both entities.

7. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY COMMISSION, STATE OF UTAH, APPOINTING TEMPORARY JUDGES TO THE JUSTICE COURT. Mack McDonald, Chief Administrative Officer

Time Stamp 1:11:02 (audio) & 1:11:56 (video)

Mack presented the names of Kelly Laws, Jon Carpenter, and Donalee Welch-O'Donnal for Justice Court Justices. All are approved for temporary use.

Motion to enter Executive Session:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Motion to exit Executive Session:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Commissioner Harvey made a motion to select Jon Carpenter.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

8. Consideration and Approval of the Cal Black Taxiway A Rehabilitation Phase II Engineering, Design and Construction Agreement between San Juan County and Jviation, a Woolpert Company, LLC. Mack McDonald, Chief Administrative Officer

Time Stamp 0:00:06 (audio) & video)

Mack presented the engineering contract with Jviation for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

PUBLIC HEARINGS

9. CONSIDERATION AND APPROVAL OF AN AMENDING ORDINANCE TO ORDINANCE 2024-04A UPDATING THE SAN JUAN COUNTY CONSOLIDATED FEE SCHEDULE IN ACCORDANCE WITH UTAH CODE 17-53-211. Mack McDonald, Chief Administrative Officer

Time Stamp 0:02:18 (audio) & video)

Motion to enter a Public Hearing:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

To Close Public Hearing:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Motion to approve consolidated fee schedule:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

10. CONSIDERATION AND APPROVAL OF A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS ESTABLISHING THE SWORN DEPUTY PAY PLAN FOR THE COUNTY SHERIFF'S OFFICE AND AUTHORIZING THE CORRELATING BUDGET ADJUSTMENTS. Mack McDonald, Chief Administrative Officer

Time Stamp 0:05:40 (audio) & 0:00:00 (video)

Motion to enter Public Hearing:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Motion to close Public Hearing:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Motion to approve:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Commission Chair Stubbs expressed support for the action but is deeply concerned about the additional cost and expense being placed upon the county. She feels there are many departments and employees that want pay increases, but they are concerned with their operating expenses. These employees are concerned about potential increased/denied pay increases for some employees but not others. She asked for the budget process to go forward before enacting the resolution.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commission Vice-Chair Maughan
Voting Nay: Commissioner Chair Stubbs

COMMISSION REPORTS

Time Stamp 0:13:10 (audio) & 0:00:00 (video)

Commissioner Harvey is concerned with the length of the current federal government shutdown, and he asked for the following information to be shared on the county website. He knows that many members of the local communities rely on SNAP benefits. He wanted others to know about the Bluff Food Pantry, which is open on Tuesdays. St. Christopher's Mission also has resources to help with food and other items. The Utah Food Bank has locations in Monument Valley, Montezuma Creek, and Blanding. Utah Navajo Health Systems also is involved in the effort to help residents. He is concerned about the seniors on the Meals on Wheels program.

Commissioner Maughan was out on vacation for the past two weeks. She is working with UDOT on the Mud Springs project.

Commissioner Stubbs was grateful for the Utah Food Bank and for its local warehouses spread throughout the county. The Food Bank helps with all types of food and offers instructions for planning and preparing the food. She attended the Westwater, White Mesa, and the Navajo Mountain meeting. She also stated the Westwater community still wants to receive the removed playground equipment from Monticello once they install their new playground. She has been working with the City of Blanding regarding the Shop Local program. They will sponsor a weekend for locals to shop at their local businesses.

ADJOURNMENT

Time Stamp 0:29:12 (audio) & 0:00:00 (video)

Motion to adjourn:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.

Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

APPROVED: _____
San Juan County Board of County Commissioners

DATE: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____



BOARD OF COMMISSIONERS WORK SESSION MEETING

117 South Main Street, Monticello, Utah 84535. Commission Chambers

November 18, 2025, at 9:00 AM

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: Unavailable due to Equipment Malfunction

VIDEO: <https://www.youtube.com/watch?v=hEu8mdH261Q>

CALL TO ORDER

Time Stamp 0:00:00 (audio) & 0:03:24 (video)

Commissioner Silvia Stubbs called the meeting to order at 9:06 a.m.

ROLL CALL

Time Stamp 0:00:00 (audio) & 0:03:46 (video)

Commissioner Stubbs called for attendance:

COMMISSION

Commission Chair Silvia Stubbs

Commission Vice-Chair Lori Maughan

Commissioner Jamie Harvey

STAFF

Mack McDonald, County Administrative Officer, CAO

Lyman W. Duncan, Clerk/Auditor

AGENDA ITEMS

1. Consideration and Approval of the Building Inspector Agreement with Monticello City under the Utah Code Annotated 11-13-202.5(3). Mitch Maughan, County Attorney

Time Stamp 0:00:00 (audio) & 0:03:55 (video)

Mitch Maughan, County Attorney, presented the Building Inspector Agreement with Monticello City for the commission to review and approve. Mitch asked the commission if they wanted to contract with a building inspector or create an interlocal agreement with Monticello

City to share the services. UCIP is concerned with the current proposed interlocal agreement. There are several key points the county and city need to be aware of and to address. Kaden Kulow, Monticello City Manager, and Megan Gallegos, Assistant City Manager, added additional insights to the discussion. Monticello has attempted to employ a licensed inspector but did not receive a single application. The only available licensed building inspector in San Juan County is employed by the county; hence, the city needs a service agreement contract with the county. The county agreed to continue providing services until the new agreement is in place.

2. Consideration and Approval of an Interlocal Agreement with Monticello City for Justice Court Services. Mack McDonald, Chief Administrative Officer

Time Stamp 0:00:00 (audio) & 0:35:16 (video)

Mitch Maughan, County Attorney, presented the Interlocal Agreement with Monticello City for Justice Court Services for the commission to review and discuss. Currently, Monticello has a contract with Mitch for Justice Court duties, Jens Nielson is the judge for the portion of the county outside of Blanding and Monticello. Monticello City wants to contract with the San Juan County for Justice Court management and legal services. The agreement will increase expenses for the attorney's office. Mitch is contracted with the City of Monticello for \$125 per hour, for twelve hours a month. The county will receive a significant portion of the revenue generated by the court.

ADJOURNMENT

Time Stamp 0:00:00 (audio) & 1:16:10 (video)

Motion to adjourn:

Motion made by Commission Vice-Chair Lori Maughan, Seconded by Commission Chair Silvia Stubbs. Voting Yea: Silvia Stubbs, Lori Maughan

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APPROVED: _____
San Juan County Board of County Commissioners

DATE: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____



BOARD OF COMMISSIONERS MEETING

117 South Main Street, Monticello, Utah 84535. Commission Chambers
November 18, 2025, at 11:00 AM

MINUTES

The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel

AUDIO: Unavailable due to Equipment Malfunction

VIDEO: <https://www.youtube.com/watch?v=4VZMrK736Pw>

CALL TO ORDER

Time Stamp 0:00:00 (audio) & 0:00:28 (video)

Commission Chair Silvia Stubbs called the meeting to order at 11:00 a.m.

ROLL CALL

Time Stamp 0:00:00 (audio) & 00:00:43 (video)

Commission Chair Stubbs called for attendance for today's meeting:

COMMISSION

Commission Chair Silvia Stubbs

Commission Vice-Chair Lori Maughan

Commissioner Jamie Harvey

STAFF

Mack McDonald, Chief Administrative Officer

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

James Redd, Information Technology Manager

Nick Sandberg, Public Lands Coordinator

INVOCATION

Time Stamp 0:00:00 (audio) & 0:00:54 (video)

Jens Nielson, Deputy County Attorney, offered the invocation prayer.

PLEDGE OF ALLEGIANCE

Time Stamp 0:00:00 (audio) & 0:02:05 (video)

Lori Maughan, resident of Monticello, led the audience in reciting the Pledge of Allegiance.

CONFLICT OF INTEREST DISCLOSURE

Time Stamp 0:00:00 (audio) & 0:02:30 (video)

Commission Chair Stubbs asked each commissioner if they had any conflicts of interest with today's agenda. All three affirmed there were not any conflicts with the agenda for today's agenda.

PUBLIC COMMENT

Public comments will be accepted through the following Zoom Meet link

<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile +13462487799,,88279631170# US (Houston)

There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.

As indicated in our Commission Policies and Procedures, the following applies:

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Questions: After being first recognized by the Chair, Commissioners and staff members may ask questions and make appropriate comments; however, no Commissioner should argue or debate an issue with the petitioner/member of the public.

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Orderly Conduct: Citizens attending meetings shall observe rules of propriety, decorum and good conduct. Unauthorized remarks and similar demonstrations shall not be permitted by the Chair who may direct the removal of offenders from the from the meeting.

Time Stamp 0:00:00 (audio) & 0:02:57 (video)

Mack presented the Public Comment portion of the commission to the public. He checked the sign-in sheet for any candidates and then he checked online for anyone. No one was in attendance or online.

CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator

The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.

Time Stamp 0:00:00 (audio) & 0:03:15 (video)

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.

Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

1. Consideration and Ratification of a Interagency Agreement between San Juan County and the Utah Department of Workforce Services, Winter Response Grant Contract for \$5,000 for Sheltering Individuals during a Code Blue Alert.
2. Approval for Ulum Moab - Under Canvas Restaurant/Banquet Alcohol License
3. Approval for the November 6 through the 14th, 2025 Check Registers

BUSINESS/ACTION

4. CONSIDERATION AND APPROVAL OF A RESOLUTION OF APPOINTMENT OF A SAN JUAN COUNTY REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE FOR THE UTAH COUNTIES INDEMNITY POOL ANNUAL MEMBERSHIP MEETING. Mack McDonald, Chief Administrative Officer

Time Stamp (audio) & 0:4:56 (video)

Mack presented the Resolution of Appointment of a County Representative and an alternative Representative for the Utah Counties Indemnity Pool Annual Membership Meeting for the commission to review and approve. The appointment is only for the upcoming November 21, 2025, UCIP meeting.

Motion to approve Silvia Stubbs as Official Representative and Jamie Harvey as the Alternate Representative.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

5. CONSIDERATION AND APPROVAL OF A RESOLUTION URGING THE U.S. FOREST SERVICE TO EXPEDITIOUSLY USE ALL MEANS AVAILABLE TO RESTORE AND/OR MAINTAIN HEALTHY FOREST CONDITIONS TO MITIGATE THE POTENTIAL FOR CATASTROPHIC WILDFIRE. Nick Sandberg, Public Lands Coordinator

Time Stamp 0:00:00 (audio) & 0:09:00 (video)

Nick Sandberg, Public Lands Coordinator, presented the Resolution for the commission to consider and approve. Commission Chair Stubbs asked Nick to create a resolution for neighboring counties to sign and approve. The recent forest overgrowth has created potential fire hazards as shown by last year's forest fires. Commissioner Maughan asked where is the Forest Service accountability in these policies?

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

6. CONSIDERATION AND APPROVAL OF AN ORDINANCE 2025-02 ESTABLISHING A COUNTY DATA PRIVACY PROGRAM IN COMPLIANCE WITH THE UTAH GOVERNMENT DATA PRIVACY ACT (U.C.A. § 63A-19-101, et seq.). Mack McDonald, Chief Administrative Officer

Time Stamp 0:00:00 (audio) & 0:16:50 (video)

Mack presented the Ordinance 2025-02 Establishing a County Data Privacy Program for the commission to review and approve.

Commissioner Harvey presented a motion to segregate the powers between Mack and James Redd, IT Technician. He feels that Mack wears many hats, and that separation autonomy is important for the success of the data privacy program. James stated that he was already the IT Administrator, and the implementer of the state's standards for privacy. James agreed to be the designated Privacy Officer for the county.

The commission asked for the ordinance document to be reviewed and returned to a future commission meeting.

Motion to Table:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan. Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

7. Consideration and Approval of the 2025 Privacy Policy Statement for San Juan County

Time Stamp 0:00:00 (audio) & 0:16:50 (video)

Mack presented the 2025 Privacy Policy Statement for the commission to consider and approve. Commission agreed to table #7.

COMMISSION REPORTS

Time Stamp 0:00:00 (audio) & 0:54:28 (video)

Commissioner Harvey reported on attending the Aneth Chapterhouse meeting and the discussion focused on the highway roundabout in Montezuma Creek. The community has been presented with the opportunity to request for a statue to be placed on the roundabout, and the names put forward are: Chief Manuelito, the Code Talkers, and/or the high school students. Elk Petroleum is sponsoring Thanksgiving dinner in Aneth and Montezuma Creek. He also attended the Navajo Revitalization meeting and funding was approved for a new community center in Navajo Mountain.

Commission Vice-Chair Maughan attended the Public Transportation meeting in Moab. The region was highlighted because of the road upgrades occurring in Aneth, Montezuma Creek, Red Mesa, and Bluff. She is working with the UDOT regarding the Cow Springs upgrades. Moab has signed a drone cloud seeding program. The Velvet-Wood Mining project grand opening is approaching quickly.

Commission Chair Stubbs spoke about attending the Navajo Mountain Chapterhouse meeting where she expressed her support for the much-needed senior center. She also attended the Oljato Chapterhouse building and was pleased that a resolution was passed for a new building, however, it was recalled two days later. She was able to attend the Velvet-Wood Mine grand opening and enjoyed meeting the company representatives. She expressed excitement about the upcoming Energy Fuels expansion project.

ADJOURNMENT

Time Stamp 0:00:00 (audio) & 1:11:31 (video)

Motion to adjourn:

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.

Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method **In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice**

APPROVED: _____
San Juan County Board of County Commissioners

DATE: _____

ATTEST: _____
San Juan County Clerk/Auditor

DATE: _____

San Juan County
Check Register
All Bank Accounts - 10/18/2025 to 10/24/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Abbott Law Firm	134764	FV-169	02/09/2025	10/24/2025	385.00	Flat Fee J Bauman	104126310 - Public Defender Professio	
Abbott Law Firm	134764	FV-208	10/23/2025	10/24/2025	385.00	D. Franklin	104126310 - Public Defender Professio	
					\$770.00			
					\$770.00			
Amazon Capital Services	134765	1L33-YVQT-9Q17	10/23/2025	10/24/2025	192.99	Account A2V7QM9FKNUPWE	214412250 - Equipment Operation	
Amazon Capital Services	134765	1LXG-HH7L-M4C	10/13/2025	10/24/2025	77.37	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation	
					\$270.36			
					\$270.36			
American Legal Publishing	134766	45704	10/13/2025	10/24/2025	400.00	Internet Renewal 11/09/2025 - 11/09/2026	104151210 - IT Subscriptions and Mem	
					\$400.00			
Amerigas Propane LP	134767	806333060	10/22/2025	10/24/2025	100.00	Account #200787762	104225270 - Fire/Rescue Utilities	
					\$100.00			
Benally, Tara D	134820	10162025	10/24/2025	10/24/2025	250.00	10/15/2025 Catering	104192310 - Econ Dev Professional an	
					\$250.00			
Blomquist Hale Consulting Group Inc	134768	SEP25-0155	09/01/2025	10/24/2025	784.80	Employee Assistance Coverage	104965140 - Undistributed Other Empl	
					\$784.80			
Blue Mountain Foods	134769	01-884709	10/23/2025	10/24/2025	9.95	Account: Seniors - Monticello	104678323 - Home Deliv Meals - Monti	
Blue Mountain Foods	134769	01-889175	10/23/2025	10/24/2025	73.05	Account - Jail	274230350 - Inmate Commissary Expe	
Blue Mountain Foods	134769	02-673786	10/14/2025	10/24/2025	41.57	Account Seniors - Monticello	104678325 - Home Deliv Meals - Bland	
					\$124.57			
					\$124.57			
Bud's Signs and Neon	134770	128400	10/02/2025	10/24/2025	527.00	Customer Routed Signs	574424260 - Buildings and Grounds	
					\$527.00			
Carhart Feed & Seed Inc.	134771	686193	10/24/2025	10/24/2025	575.98	Customer SANJ60	214412250 - Equipment Operation	
					\$575.98			
Certified Laboratories	134772	PO57574	10/23/2025	10/24/2025	9.95	Customer #312248 - Premalube, Spectra, & Fuel Su	214412251 - Gas, Oil and Grease	
Certified Laboratories	134772	PO57574	10/23/2025	10/24/2025	2,219.80	Customer #312248 - Premalube, Spectra, & Fuel Su	214412251 - Gas, Oil and Grease	
Certified Laboratories	134772	PO57574	10/23/2025	10/24/2025	6,682.50	Customer #312248 - Premalube, Spectra, & Fuel Su	214412251 - Gas, Oil and Grease	
					\$8,912.25			
					\$8,912.25			
Child Support Services	134773	PR101225-1117	10/17/2025	10/24/2025	263.08	Case Number C001361546	102229500 - Other Deductions Payable	
Child Support Services	134773	PR101225-1117	10/17/2025	10/24/2025	303.23	Case Number C001619928	102229500 - Other Deductions Payable	
Child Support Services	134773	PR101225-1117	10/17/2025	10/24/2025	320.16	Case Number C001392403	102229500 - Other Deductions Payable	
					\$886.47			
					\$886.47			
Contech Engineered Solutions, LLC	134774	32271313	10/23/2025	10/24/2025	46,907.00	Account: 2052700385107 - 10X8 14x8 Grid BLM	214414410 - Road Supplies	
					\$46,907.00			
Davis, Tracy	134775	TDavis10142025	10/14/2025	10/24/2025	26.00	National Registry EMT recertification fee	264350310 - Professional and Technica	
Davis, Tracy	134775	TDavis10142025	10/14/2025	10/24/2025	30.00	Utah AEMT recertification fee	264350310 - Professional and Technica	
					\$56.00			
					\$56.00			

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Department of Transportation Federa	134776	26625	09/30/2025	10/24/2025	331,967.02	Customer #280248 M40.0.0.0 Constr. Contract	214414615 - Contracts	
					\$331,967.02			
Dr. Michael Nielson	134777	DN102025	10/23/2025	10/24/2025	600.00	DN102025	255007.310 - Indirect Admin Profession	
					\$600.00			
Earthgrains Baking Company	134778	85272290006574	10/23/2025	10/24/2025	71.60	Customer #232004-1	104230480 - Jail Kitchen Food	
Earthgrains Baking Company	134778	85272290006614	10/21/2025	10/24/2025	71.60	Customer #232004-1	104230480 - Jail Kitchen Food	
					\$143.20			
					\$143.20			
Election Systems & Software, LLC	134779	CD2131828	10/07/2025	10/24/2025	315.00	Customer 38760	104173310 - Elections Professional an	
Election Systems & Software, LLC	134779	CD2131829	10/07/2025	10/24/2025	1,950.00	Customer #38760	104173310 - Elections Professional an	
					\$2,265.00			
					\$2,265.00			
Emery Telcom	134780	00000099885009	10/01/2025	10/24/2025	116.16	Account #988500	104255270 - EOC Utilities	
					\$116.16			
Empire Electric Assoc. Inc.	134781	25395_Oct2025	10/23/2025	10/24/2025	752.02	Account #25395	214412250 - Equipment Operation	
Empire Electric Assoc. Inc.	134781	6135_05072025	04/29/2025	10/24/2025	-752.02	Account #6135	104213270 - Sheriff Airplane Utilities	
					\$0.00			
					\$0.00			
Enbridge Gas	134782	3617789388_Oct	10/23/2025	10/24/2025	136.28	Account 3617789388	214414270 - Utilities	
					\$136.28			
Fastenal Company	134783	COBAY84713	10/23/2025	10/24/2025	363.47	Customer: COBAY1477 - Parts/vending	214412250 - Equipment Operation	
Fastenal Company	134783	CPBAY84712	10/23/2025	10/24/2025	22.64	Customer: COBAY1477	214412250 - Equipment Operation	
					\$386.11			
					\$386.11			
Frontier Communications	134784	435-651-3351-08	10/13/2025	10/24/2025	276.86	Account #43565133510824008	104210480 - Sheriff Special Departmen	
Frontier Communications	134784	435-727-3440-06	10/10/2025	10/24/2025	332.53	Account #43572734400623088	104225280 - Fire/Rescue Telephone	
					\$609.39			
					\$609.39			
Giddings, Brayden	134785	BGiddings101620	10/16/2025	10/24/2025	154.00	Tranport to Tooele & Training in Spanish Fork	104230230 - Jail Travel Expense	
					\$154.00			
Holyoak, Cindi	134786	CHolyoak102320	10/16/2025	10/24/2025	44.93	Office Candy	104144240 - Recorder Office Expense	
					\$44.93			
Jack, Shawn	134787	SJ-001	10/20/2025	10/24/2025	500.00	Cowboy fees to catch wild cow	104210620 - Sheriff Miscellaneous Ser	
					\$500.00			
JUB Engineers, Inc	134788	0189272	10/07/2025	10/24/2025	5,470.90	Project #55-22-018	104150620 - Non-Dept Miscellaneous	
					\$5,470.90			
Kelly, W. Randy	134789	WRK10222025	10/22/2025	10/24/2025	3,282.72	County Board of Equalization 2025	104142310 - Clerk/Auditor Professional	
					\$3,282.72			
Laws, Nolan	134790	NLaws10162025	10/16/2025	10/24/2025	155.00	Transport to Tooele & Training Reimbursement	104230230 - Jail Travel Expense	
					\$155.00			

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Mexican Hat Special Serv Dist.	134791	1025-24	10/22/2025	10/24/2025	66.93	Customer #221	104225270 - Fire/Rescue Utilities	
					\$66.93			
Moab Free Health Clinic	134792	192	09/26/2025	10/24/2025	8,500.00	AmeriCorps VISTA member	104192920 - Econ Dev Rural County G	
					\$8,500.00			
Monticello City	134793	100525MFD	10/22/2025	10/24/2025	1,481.00	100525MFD	104111110 - Commission Salaries and	
					\$1,481.00			
Monticello Mercantile	134794	112	10/22/2025	10/24/2025	17.78	Customer #76992	104166260 - PS Bldg Buildings and Gr	
Monticello Mercantile	134794	132 /1	10/22/2025	10/24/2025	69.98	Customer #100123 - Maintenance	104161260 - Courthouse Buildings and	
Monticello Mercantile	134794	2130 /1	10/22/2025	10/24/2025	64.35	Padlock and Keyway Cylinder	104620260 - Fair Buildings and Ground	
Monticello Mercantile	134794	3062	07/29/2025	10/24/2025	22.97	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	134794	3063	07/29/2025	10/24/2025	1.00	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	134794	3099	07/30/2025	10/24/2025	7.89	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	134794	3130	08/01/2025	10/24/2025	14.98	Customer #76992 San Juan County	104620240 - Fair Office Expense	
Monticello Mercantile	134794	3136	08/01/2025	10/24/2025	30.48	Customer #76992 Fair	104620240 - Fair Office Expense	
Monticello Mercantile	134794	3927	10/24/2025	10/24/2025	17.98	Customer #76992 Road Dept.	214412250 - Equipment Operation	
Monticello Mercantile	134794	4102	10/23/2025	10/24/2025	86.19	Customer #76992 - Roads - Parts to repair conduit	214414260 - Buildings and Grounds	
Monticello Mercantile	134794	4106	10/23/2025	10/24/2025	21.97	Customer #76992	214414260 - Buildings and Grounds	
Monticello Mercantile	134794	4139	10/23/2025	10/24/2025	3.99	Customer #76992 - Jail	104230480 - Jail Kitchen Food	
Monticello Mercantile	134794	4168/1	10/22/2025	10/24/2025	34.65	Customer #76992 - Sheriff	104230350 - Jail State Prisoner Expens	
Monticello Mercantile	134794	4183	10/22/2025	10/24/2025	15.96	Customer #76992 Sheriffs Office	104230610 - Jail Miscellaneous Supplie	
Monticello Mercantile	134794	49	10/22/2025	10/24/2025	12.49	Customer #100123 Maintenance	104161260 - Courthouse Buildings and	
Monticello Mercantile	134794	67 /1	10/22/2025	10/24/2025	23.47	Customer #100123 Maintenance	104166260 - PS Bldg Buildings and Gr	
Monticello Mercantile	134794	CM4103	10/23/2025	10/24/2025	-1.80	Customer #76992 - credit	214414260 - Buildings and Grounds	
					\$444.33			
					\$444.33			
Morris Murdock Travel	134795	92190203	10/23/2025	10/24/2025	1,195.00	Salt Lake City Show - Single booth	104111110 - Commission Salaries and	
					\$1,195.00			
Motor Parts Company	134796	894987	10/02/2025	10/24/2025	97.43		214412250 - Equipment Operation	
Motor Parts Company	134796	895114	10/06/2025	10/24/2025	43.96		214412250 - Equipment Operation	
Motor Parts Company	134796	895502	10/13/2025	10/24/2025	-26.00		214412250 - Equipment Operation	
Motor Parts Company	134796	895729	10/16/2025	10/24/2025	32.36		214412250 - Equipment Operation	
Motor Parts Company	134796	895786	10/17/2025	10/24/2025	150.46		574424250 - Equipment Operation	
Motor Parts Company	134796	895907	10/20/2025	10/24/2025	64.14		214412250 - Equipment Operation	
Motor Parts Company	134796	895911	10/20/2025	10/24/2025	185.39		214412250 - Equipment Operation	
Motor Parts Company	134796	895975	10/21/2025	10/24/2025	41.99		214412250 - Equipment Operation	
Motor Parts Company	134796	895991	10/21/2025	10/24/2025	86.78		214412250 - Equipment Operation	
					\$676.51			
					\$676.51			
Mountainland Supply Co, LLC	134797	S107343507.001	10/23/2025	10/24/2025	160.00	Customer #107776	214414410 - Road Supplies	
					\$160.00			
New Technology Solutions, LLC	134798	9532	10/22/2025	10/24/2025	40.00	9532	255007.260 - Indirect Admin Buildings	
					\$40.00			
Nicholas & Company	134799	9369554	10/20/2025	10/24/2025	372.77	Customer #616580	104678323 - Home Deliv Meals - Monti	
Nicholas & Company	134799	9369554	10/20/2025	10/24/2025	372.78	Customer #616580	104677323 - Congregate Meals - Monti	
Nicholas & Company	134799	9373823	10/23/2025	10/24/2025	1,015.67	Customer #616591	104230480 - Jail Kitchen Food	
Nicholas & Company	134799	9373826	10/23/2025	10/24/2025	1,472.70	Account #616582 - Blanding	104677325 - Congregate Meals - Bland	
Nicholas & Company	134799	9373826	10/23/2025	10/24/2025	1,472.70	Account #616582 - Blanding	104678325 - Home Deliv Meals - Bland	
					\$4,706.62			
					\$4,706.62			

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ODP Business Solutions, LLC	134800	443440239-001	10/23/2025	10/24/2025	30.78	Account #47849426	104144240 - Recorder Office Expense	
					\$30.78			
Olsen, Avery	134801	AOlsen10102025	10/10/2025	10/24/2025	369.38	Curtis Blue Line - Plate Carrier	104210250 - Sheriff Equipment Operati	
					\$369.38			
Packard Wholesale Co.	134802	3044423	10/16/2025	10/24/2025	191.34	Customer ID 10301	104230350 - Jail State Prisoner Expens	
					\$191.34			
PepsiCo Beverage Sales	134803	20964013	10/23/2025	10/24/2025	459.00	Customer #3816559	104230480 - Jail Kitchen Food	
					\$459.00			
PRQ Topline LLC dba Topline Install	134804	INV0015	10/23/2025	10/24/2025	40.00	La Sal Senior Center Reroof - short \$40	454161725 - Building Improvements	
					\$40.00			
Rocky Mountain Power	134805	59288636-008 6 _	10/22/2025	10/24/2025	59.88	Account #59288636-008 6	104225270 - Fire/Rescue Utilities	
Rocky Mountain Power	134805	73241784-003 8 _	10/23/2025	10/24/2025	217.60	Account #73241784-003 8 - Fire Station	104225270 - Fire/Rescue Utilities	
					\$277.48			
					\$277.48			
San Juan Hospital	134806	9593267	10/14/2025	10/24/2025	382.35	Financial #642578	104230312 - Jail Inmate Medical Expen	
San Juan Hospital	134806	9594937	10/13/2025	10/24/2025	1,027.63	Financial #643949	104230312 - Jail Inmate Medical Expen	
					\$1,409.98			
					\$1,409.98			
SJR Media	134807	166338	10/23/2025	10/24/2025	78.19	Business Cards	104192240 - Econ Dev Office Expense	
					\$78.19			
Sysco Intermountain Food Svc.	134808	685846644	10/17/2025	10/24/2025	415.62	Customer #636070	104230480 - Jail Kitchen Food	
					\$415.62			
TecServ, Inc	134809	17345	10/16/2025	10/24/2025	570.32	9/17-9/20 Visit	104151254 - IT Maintenance Contracts	
					\$570.32			
Thatzza Pizza, LLC	134810	0123951 & 01237	08/16/2025	10/24/2025	284.00	2025 County Fair	104620240 - Fair Office Expense	
Thatzza Pizza, LLC	134810	0123951 & 01237	08/16/2025	10/24/2025	1,389.97	2025 County Fair	104620240 - Fair Office Expense	
					\$1,673.97			
					\$1,673.97			
Town of Bluff	134811	BCCR-10312025	10/23/2025	10/24/2025	40.00	Halloween Trunk or Treat - Pavilion, Kitchen, and Cl	104192920 - Econ Dev Rural County G	
Town of Bluff	134811	BCCR-10312025	10/23/2025	10/24/2025	60.00	Halloween Trunk or Treat - Pavilion, Kitchen, and Cl	104192920 - Econ Dev Rural County G	
Town of Bluff	134811	BCCR-10312025	10/23/2025	10/24/2025	100.00	Halloween Trunk or Treat - Pavilion, Kitchen, and Cl	104192920 - Econ Dev Rural County G	
Town of Bluff	134811	BCCR-11012025	10/23/2025	10/24/2025	50.00	Dia De Los Muertos Event - Community Center and	104192920 - Econ Dev Rural County G	
Town of Bluff	134811	BCCR-11012025	10/23/2025	10/24/2025	200.00	Dia De Los Muertos Event - Community Center and	104192920 - Econ Dev Rural County G	
					\$450.00			
					\$450.00			
U.S. Bank Corporate Payment	134812	20251010USBan	10/10/2025	10/24/2025	108.39		724581241 - Postage	
U.S. Bank Corporate Payment	134812	20251010USBan	10/10/2025	10/24/2025	172.90		724581923 - Grant Expenses - Borrow	
U.S. Bank Corporate Payment	134812	20251010USBan	10/10/2025	10/24/2025	1,202.18		724581480 - Collection Development	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	21.60		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	51.38		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	54.08		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	63.30		104193480 - Visitor Serv Special Depar	

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U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	71.66		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	79.00		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	103.90		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	226.00		104193490 - Visitor Serv Advertising an	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	243.21		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	282.15		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	356.80		104193490 - Visitor Serv Advertising an	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	379.11		104193230 - Visitor Serv Travel Expens	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	516.96		104193230 - Visitor Serv Travel Expens	
U.S. Bank Corporate Payment	134812	20251021_12084	10/10/2025	10/24/2025	709.30		104193490 - Visitor Serv Advertising an	
U.S. Bank Corporate Payment	134812	Nate CC Oct25	10/10/2025	10/24/2025	9.58		104146480 - Assessor Special Departm	
U.S. Bank Corporate Payment	134812	Nate CC Oct25	10/10/2025	10/24/2025	122.17		104146480 - Assessor Special Departm	
U.S. Bank Corporate Payment	134812	Nate CC Oct25	10/10/2025	10/24/2025	145.50		104146480 - Assessor Special Departm	
U.S. Bank Corporate Payment	134812	Nate CC Oct25	10/10/2025	10/24/2025	929.54		104146230 - Assessor Travel Expense	
U.S. Bank Corporate Payment	134812	Pcard 10.23.25	10/10/2025	10/24/2025	3.20		104193480 - Visitor Serv Special Depar	
U.S. Bank Corporate Payment	134812	Pcard 10.23.25	10/10/2025	10/24/2025	4.70		104193490 - Visitor Serv Advertising an	
U.S. Bank Corporate Payment	134812	Pcard 10.23.25	10/10/2025	10/24/2025	36.69		104193241 - Visitor Serv Postage	
U.S. Bank Corporate Payment	134812	U.S. Bank Bruce	10/10/2025	10/24/2025	8.99		104151280 - IT Telephone	
U.S. Bank Corporate Payment	134812	U.S. Bank Bruce	10/10/2025	10/24/2025	120.00		105430280 - Cal Black Telephone	
U.S. Bank Corporate Payment	134812	U.S. Bank Bruce	10/10/2025	10/24/2025	276.00		104151280 - IT Telephone	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	18.49		104113240 - Admin Office Expense	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	36.00		104113230 - Admin Travel Expense	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	47.68		104113240 - Admin Office Expense	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	149.90		104151210 - IT Subscriptions and Mem	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	820.00		104151740 - IT Equipment Purchases	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	914.19		104151210 - IT Subscriptions and Mem	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	916.40		104230230 - Jail Travel Expense	
U.S. Bank Corporate Payment	134812	U.S. Bank Mack	10/10/2025	10/24/2025	1,874.00		104113240 - Admin Office Expense	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	45.22		104210610 - Sheriff Miscellaneous Sup	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	113.25		104230350 - Jail State Prisoner Expens	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	154.88		104230230 - Jail Travel Expense	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	650.00		104210330 - Sheriff Employee Educati	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	2,624.97	USBANKCTURK-09102025	104210900 - Sheriff Grants	
U.S. Bank Corporate Payment	134812	USBANKCTURK	10/10/2025	10/24/2025	5,300.00		103424000 - Sheriffs Office Collections	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	10.61		104173240 - Elections Office Expense	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	25.49		104142240 - Clerk/Auditor Office Expe	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	25.61		104173240 - Elections Office Expense	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	40.05		104142240 - Clerk/Auditor Office Expe	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	61.87		104173240 - Elections Office Expense	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	322.85		104142230 - Clerk/Auditor Travel Expe	
U.S. Bank Corporate Payment	134812	USBLDuncan101	10/10/2025	10/24/2025	417.23		104122230 - Justice Court Travel Expe	
					\$20,866.98			
					\$20,866.98			
Unique Creations, LLC	134813	055814	08/15/2025	10/24/2025	74.25		104625240 - Queen Office Expense	
					\$74.25			
Utah Division of Environmental Quali	134814	DEQ0017	10/23/2025	10/24/2025	160.00	Invoice #DEQ0017 - Septic Permit Dues - SFY 2026	255620.980 - DEQ Water Quality Interg	
					\$160.00			
Utah Sheriff's Association	134815	2025-19	10/23/2025	10/24/2025	3,713.10	Annual Dues	104210210 - Sheriff Subscriptions and	
					\$3,713.10			
Utah State Treasurer	134816	UST10232025	10/17/2025	10/24/2025	50.00	Children's Defense Fund - Marriage License # x \$10	103222000 - Marriage Licenses Reven	
					\$50.00			

**San Juan County
Check Register
All Bank Accounts - 10/18/2025 to 10/24/2025**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	21.60	Extension Support 9/1/2025 - 9/30/2025	104610241 - Ag Ext Postage	
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	35.30	Extension Support 9/1/2025 - 9/30/2025	104610240 - Ag Ext Office Expense	
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	193.94	Extension Support 9/1/2025 - 9/30/2025	104610480 - Ag Ext Special Departmen	
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	198.03	Extension Support 9/1/2025 - 9/30/2025	104610610 - Ag Ext Miscellaneous Sup	
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	515.50	Extension Support 9/1/2025 - 9/30/2025	104610230 - Ag Ext Travel Expense	
Utah State University	134817	A35629-25-09	10/18/2025	10/24/2025	3,178.39	Extension Support 9/1/2025 - 9/30/2025	104610620 - Ag Ext Miscellaneous Ser	
					<u>\$4,142.76</u>			
					\$4,142.76			
Verizon Wireless	134818	6124856806	10/23/2025	10/24/2025	306.74	Account #242733870-00001	104192280 - Econ Dev Telephone	
Verizon Wireless	134818	6124892488	10/23/2025	10/24/2025	100.10	Account: 442717688-00001 - EMS tablets data	264350280 - Telephone	
Verizon Wireless	134818	6125391493	10/07/2025	10/24/2025	244.29	Account #365552000-00001	104671280 - Area Plan Telephone	
Verizon Wireless	134818	6125907721	10/23/2025	10/24/2025	39.68	Account 265508664-00001 - Road	214414280 - Telephone	
Verizon Wireless	134818	6125960918	10/13/2025	10/24/2025	39.68	Account #765508819-00001	104675280 - Ombuds Telephone	
Verizon Wireless	134818	6125960918	10/13/2025	10/24/2025	79.36	Account #765508819-00001	104684280 - Respite Telephone	
					<u>\$809.85</u>			
					\$809.85			
Wheeler Machinery Company	134819	PS001980433	10/23/2025	10/24/2025	216.62	Customer #080103	214412250 - Equipment Operation	
					<u>\$216.62</u>			
					\$459,665.15			



COMMISSION STAFF REPORT

MEETING DATE: December 2, 2025

SUBMITTED BY: David Gallegos, San Juan County Fire Chief

TITLE: Consideration and Approval of the 2026 State Fire Wardens Budget

RECOMMENDATION: Approval

SUMMARY

This is a renewal of the State of Utah Fire Wardens budget between San Juan County and Utah Division of Forestry, Fire and State Lands. This is an ongoing contract between the county and the state for the county Fire Warden's Agreement.

HISTORY/PAST ACTION

Renewal of Agreement

FISCAL IMPACT

County Match \$62,062

APPENDIX A TO COUNTY FIRE WARDEN AGREEMENT

A. Introduction and Preliminary Matters

1. Appendix A is entered into between The Utah Division of Forestry, Fire, and State Lands and San Juan County, and is supplemental to the County Fire Warden Agreement. The County Fire Warden Agreement is incorporated and fully integrated into this Appendix by reference.
2. The point of contact from the County to participate in developing the fire warden's annual Performance Management Contract, and to provide feedback to FFSL is:

Name / Title	Phone	E-mail

B. Support Budget

WILDLAND FIRE PROGRAM SUPPORT BUDGET BETWEEN SAN JUAN COUNTY AND UTAH DIVISION OF FORESTRY, FIRE, & STATE LANDS				
FOR CALENDAR YEAR 2026				
	Professional/Technical	2025	2026 Request	2026 Approved
	Warden Salary	\$59,675	\$62,062	
	Program Support			
	Fire Prevention			
	Equipment & Supplies			
	Fire Tools			
	Training			
	*Yearly office space	(1071)	(1836)	
	TOTALS	\$59675	\$62,062	

Note: Increase in the Wardens 2026 salary is based on a 4.0% CPI
 *Office space will be provided by San Juan County; the State will pay 153.00/Month for office space for the San Juan County Warden.

San Juan County:_____
Name/Title_____
Signature_____
Date**Division of Forestry, Fire and State Lands; Southeast Area Office:**_____
Name/Title_____
Signature_____
Date**Division of Forestry, Fire and State Lands; State Office:**_____
Name/Title_____
Signature_____
Date**Approved as form:**_____
Name/Assistant Attorney General_____
Signature_____
Date



COMMISSION STAFF REPORT

MEETING DATE: December 2, 2025

SUBMITTED BY: David Gallegos, San Juan County Fire Chief

TITLE: Consideration and Approval of the 2026 Wildland Fire Program Participating Commitment

RECOMMENDATION: Approval

SUMMARY

This is a renewal of the Wildland Fire Participating Agreement Between San Juan County and Utah Division of Forestry, Fire and State Lands. This is an ongoing contract between the county and the state outlining the project work the county expects to complete for the year 2026. Due to wildfires the county's funding allocation has increased to \$167,304

HISTORY/PAST ACTION

Renewal of Agreement

FISCAL IMPACT

County Match \$167,304

Cooperative Wildfire System

2026 Participation Commitment Statement

Participating Entity: San Juan CountyPC Amount: \$ 167304

	Proposed Action:	CWPP Goal:	Category:	Value:
	<i>Be specific in describing the expected accomplishment</i>	<i>Proposed actions should correlate to long-term goals found in the CWPP</i>	<i>Mitigation, Prevention, Preparedness</i>	<i>The dollar amount applied this year</i>
1)	San Juan County is planning to conduct project work in the West Summit Eastland Canyon	These projects reflect San Juan County's commitment	Mitigation	60000
2)	64,000 carry over from 2025 to cover the remaining cost of the brush truck that was	The \$64,000 carryover supports CWPP goals by	Preparedness	64000
3)	I would like to carry over the remaining 2022 funds and apply \$4,767 to the 2026	Supports the CWPP by strengthening mitigation	Preparedness	19290
4)	We would like to use the \$5,000 for prevention efforts in 2026, including public education on fire	Using \$5,000 for public fire-safety education,	Prevention	5000
5)	Purchase equipment for the new brush truck, including hoses, fittings, tools, and all necessary	Purchasing hoses, fittings, tools, and other essential	Preparedness	20000
6)				
7)				
8)				
9)				
10)				
11)				
12)				
13)				
14)				
15)				



Utah Division of Forestry, Fire and State Lands
 1594 West North Temple
 P.O. Box 145703
 Salt Lake City, UT 84114

Why are these actions the most impactful way to reduce wildfire risk for this PE?
Consider the highest wildfire risk areas within the boundary and the values to protect from the threat of wildfire.

These actions directly address the areas with the highest wildfire risk and the most important values to protect, such as homes, ranch properties, community access roads, and infrastructure. Fuel breaks, cutting, chipping, and burning reduce the heavy fuels that allow wildfires to spread quickly.

Equipping the new brush truck improves our ability to respond rapidly in remote WUI areas.

Public education further reduces human-caused ignitions.

These efforts both lower the chance of a fire starting and slow the spread if one occurs, providing the strongest protection for the communities most vulnerable to wildfire within this Participating Entity.

Utah Division of Forestry, Fire and State Lands

 Area Manager Signature

 Print Name

 Date

 CWS Manager Signature

Joseph Anderson

 Print Name

 Date

Participating Entity

 Chief Executive Signature

 Title

 Print Name

 Date

By signing this document, the Participating Entity and FFSL agree that these proposed actions adhere to the intent of CWS to reduce the impact of catastrophic wildfire to local communities.



Utah Division of Forestry, Fire and State Lands
 1594 West North Temple
 P.O. Box 145703
 Salt Lake City, UT 84114

**Cooperative Wildfire System
2026 Participation Commitment Calculation
for Participating Entity: San Juan County**

TOTAL PARTICIPATION COMMITMENT: \$167,304

*Participation Commitment is calculated by adding the Risk Assessment by Acres to the
Historic Fire Cost Average in each jurisdiction, per R652122300 (2017).*

WILDFIRE RISK ASSESSMENT

	Medium Risk	Acres	High Risk	Acres	Cost
Municipal	\$2.62		\$4.58		\$0
County	\$0.39	61206	\$0.52	16504	\$32,452
TOTAL:					\$32,452

HISTORIC FIRE COST AVERAGE

Year	Nominal Fire Suppression Costs	Inflation Rate	Real Fire Suppression Costs
2015	\$18,969	1.36	\$25,798
2016	\$28,314	1.34	\$37,941
2017	\$27,797	1.31	\$36,414
2018	\$35,455	1.28	\$45,382
2019	\$15,186	1.26	\$19,135
2020	\$382,383	1.23	\$470,332
2021	\$1,775,230	1.21	\$2,148,028
2022	\$17,815	1.13	\$20,131
2023	\$389,893	1.06	\$413,287
2024	\$28,668	1.03	\$29,528

AVERAGE (removing the high year and low year): \$134,852

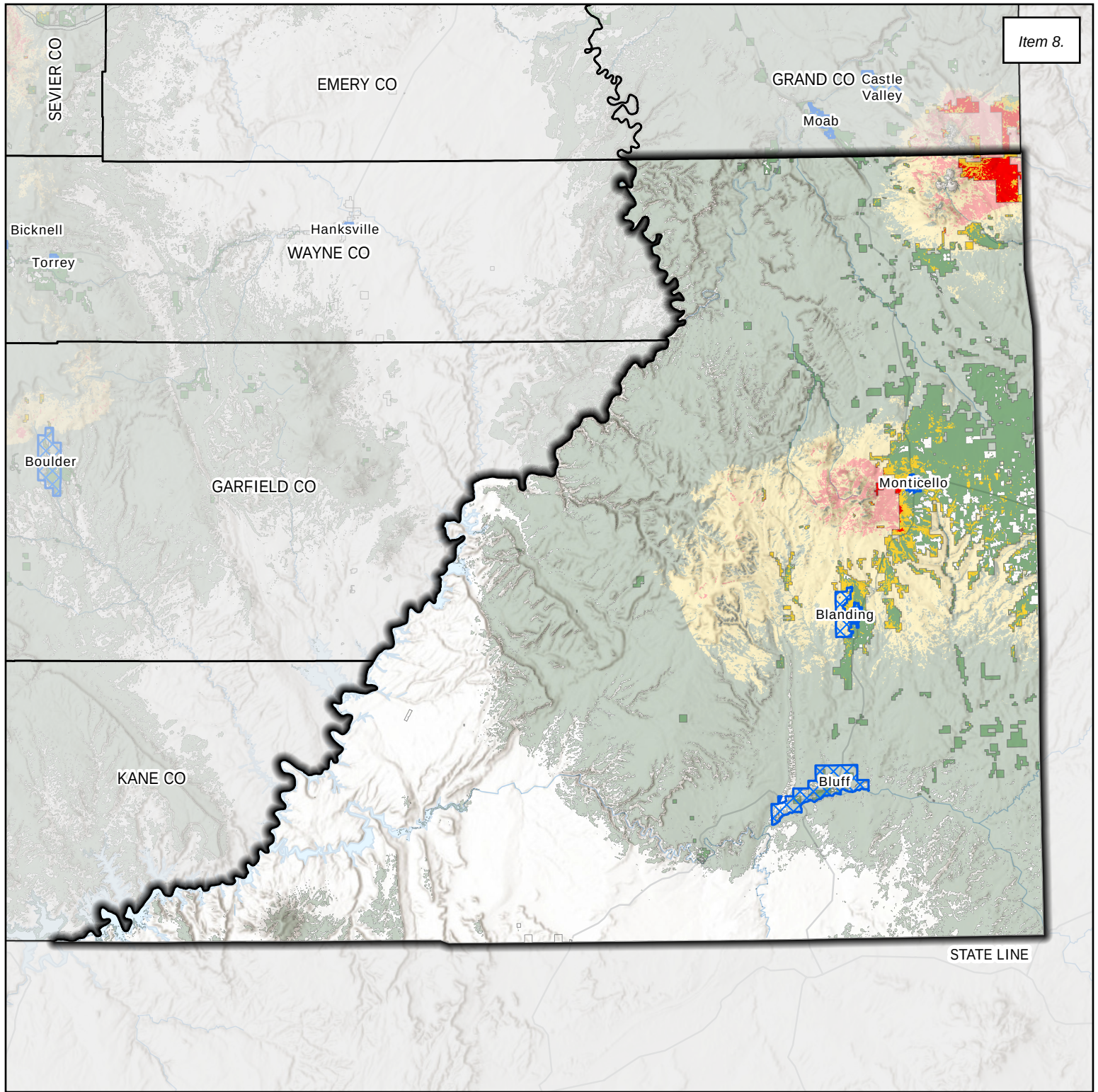
PC CALCULATION

Wildfire Risk Assessment	\$32,452
(+) Historic Fire Cost Average	\$134,852
(=) Participation Commitment	\$167,304
(+) Previous Year(s) Unmet PC	

*Instructions: shaded areas must be adjusted annually by FFSL Finance. Do not edit unshaded cells.
"Cap Reduction" must be approved by FFSL Director.*



Utah Division of Forestry, Fire and State Lands
1594 West North Temple
P.O. Box 145703
Salt Lake City, UT 84114



Item 8.

San Juan County Cooperative Wildfire System Participation Commitment Map

10 Miles

Wildfire Risk Assessment - Unincorporated Areas:

	Medium Risk	High Risk	Total
Acres	61,206	16,504	(for Risk
Cost per Acre	\$0.39	\$0.52	Assessment)
Cost	\$23,870.34	\$8,582.08	\$32,452.42

- Private Land (vibrant colors)
- Boundary of County
- Incorporated Areas

Participation Commitment Risk:

- Negligible
- Low
- Medium
- High



2026 Historic Fire Report

Totals from Columns											
2015	\$18,969.00	column C	taken from previous PC Statement								
2016	\$28,314.08	column D									
2017	\$27,797.06	column E									
2018	\$35,454.76	column F									
2019	\$15,186.29	column G									
2020	\$382,383.47	column H									
2021	\$1,775,229.98	column I									
2022	\$17,815.14	column J									
2023	\$389,893.12	column K									
2024	\$28,667.85	column L									
Incident Name	Incident Number	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Bull Hollow	UTSES-006065	\$0.00	\$3,272.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Halls	UTSES-006081	\$0.00	\$917.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bayles Ranch	UTSES-006070	\$0.00	\$4,082.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Long Point	UTSES-006110	\$0.00	\$55.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Old Highway	UTSES-006118	\$0.00	\$40.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nizhoni Ct	UTSES-006114	\$0.00	\$601.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
South Knoll	UTSES-006120	\$0.00	\$44.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
North Summit	UTSES-006119	\$0.00	\$646.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dairy Lane	UTSES-006145	\$0.00	\$258.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bulldog	UTSES-006195	\$0.00	\$669.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Oak creek	UTSES-006202	\$0.00	\$3,290.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Horsehead Point	UTSES-006228	\$0.00	\$538.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Eastland	UTSES-006227	\$0.00	\$1,542.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Blue Mountain	UTSES-006236	\$0.00	\$1,597.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Brushy Basin	UTSES-006222	\$0.00	\$2,535.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coal Bed	UTSES-006219	\$0.00	\$1,160.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cottonwood Canyon	UTSES-006218	\$0.00	\$771.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bug Point	UTSES-006209	\$0.00	\$2,064.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MM 96 Hwy 191	UTSES-006308	\$0.00	\$180.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
North Old Highway	UTSES-006313	\$0.00	\$290.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
West LaSal	UTSES-006328	\$0.00	\$1,965.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Flat Iron	UTSES-006337	\$0.00	\$369.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hwy 191 MM 80	UTSES-006388	\$0.00	\$527.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hwy 191 MM 84	UTSES-006392	\$0.00	\$156.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
West Water	UTSES-006403	\$0.00	\$268.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pack Creek	UTSES-006402	\$0.00	\$466.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Long Draw	UTSES-007053	\$0.00	\$0.00	\$175.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coronado	UTSES-007095	\$0.00	\$0.00	\$68.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Peters Springs Road	UTSES-007096	\$0.00	\$0.00	\$54.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coal Bed	UTSES-007126	\$0.00	\$0.00	\$110.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
La Sal	UTSES-007117	\$0.00	\$0.00	\$801.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bridger Jack	UTSES-007223	\$0.00	\$0.00	\$63.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Boulder Cutoff	UTSES-007235	\$0.00	\$0.00	\$5,004.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Whisker	UTSES-007254	\$0.00	\$0.00	\$50.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Seep Creek	UTSES-007225	\$0.00	\$0.00	\$110.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mailbox	UTSES-007202	\$0.00	\$0.00	\$50.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ucolo	UTSES-007171	\$0.00	\$0.00	\$37.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
West Boulder Point	UTSES-007310	\$0.00	\$0.00	\$28.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Walker Road	UTSES-007323	\$0.00	\$0.00	\$21,241.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Black Bull	UTSES-008033	\$0.00	\$0.00	\$0.00	\$6,328.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bronson	UTMFC-008040	\$0.00	\$0.00	\$0.00	\$114.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bronson	UTSES-008040	\$0.00	\$0.00	\$0.00	\$2.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Buckley	UTSES-008046	\$0.00	\$0.00	\$0.00	\$6.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deeter Drive	UTSES-008047	\$0.00	\$0.00	\$0.00	\$39.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deer Creek	UTSES-008139	\$0.00	\$0.00	\$0.00	\$10,655.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Border	UTSES-008170	\$0.00	\$0.00	\$0.00	\$5,614.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HWY 491 MM 8	UTSES-008169	\$0.00	\$0.00	\$0.00	\$244.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bluff	UTSES-008212	\$0.00	\$0.00	\$0.00	\$306.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rio Algom	UTSES-008340	\$0.00	\$0.00	\$0.00	\$134.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ucolo	UTSES-008372	\$0.00	\$0.00	\$0.00	\$136.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Long Canyon	UTSES-008387	\$0.00	\$0.00	\$0.00	\$437.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Ucolo	UTSES-008388	\$0.00	\$0.00	\$0.00	\$484.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Egnar Cutoff	UTSES-008391	\$0.00	\$0.00	\$0.00	\$138.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Copper Mine	UTSES-008393	\$0.00	\$0.00	\$0.00	\$2,153.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Peter Point	UTSES-008398	\$0.00	\$0.00	\$0.00	\$8,086.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Boulder	UTSES-008400	\$0.00	\$0.00	\$0.00	\$16.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carr	UTSES-008408	\$0.00	\$0.00	\$0.00	\$554.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Basecamp	UTSES-009049	\$0.00	\$0.00	\$0.00	\$0.00	\$2,274.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rattlesnake Ranch	UTSES-009078	\$0.00	\$0.00	\$0.00	\$0.00	\$2,378.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ray Mesa	UTSES-009108	\$0.00	\$0.00	\$0.00	\$0.00	\$1,816.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
West Recapture	UTSES-009131	\$0.00	\$0.00	\$0.00	\$0.00	\$2,058.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Radio Hill	UTSES-009133	\$0.00	\$0.00	\$0.00	\$0.00	\$1,577.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Summit	UTSES-009145	\$0.00	\$0.00	\$0.00	\$0.00	\$522.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Old Highway	UTSES-009147	\$0.00	\$0.00	\$0.00	\$0.00	\$1,659.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Markle	UTSES-009182	\$0.00	\$0.00	\$0.00	\$0.00	\$2,777.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Brunner	UTSES-009317	\$0.00	\$0.00	\$0.00	\$0.00	\$122.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mexican Hat	UTSES-000022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,519.61	\$0.00	\$0.00	\$0.00	\$0.00

West Summit	UTSES-000033	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$428.79	\$0.00	\$0.00	\$0.00	\$0.00
Avikan	UTSES-000050	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$517.99	\$0.00	\$0.00	\$0.00	\$0.00
North Recapture	UTSES-000082	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$808.96	\$0.00	\$0.00	\$0.00	\$0.00
Mt Peale	UTSES-000093	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43.75	\$0.00	\$0.00	\$0.00	\$0.00
Elk Meadows	UTSES-000135	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,249.94	\$0.00	\$0.00	\$0.00	\$0.00
West Ucolo	UTSES-000152	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,680.58	\$0.00	\$0.00	\$0.00	\$0.00
Alkali Ridge	UTSES-000167	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,885.95	\$0.00	\$0.00	\$0.00	\$0.00
Little Water	UTSES-000180	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$296.47	\$0.00	\$0.00	\$0.00	\$0.00
Willow Basin	UTSES-000210	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105,331.67	\$0.00	\$0.00	\$0.00	\$0.00
La Sal Store	UTSES-000240	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$614.30	\$0.00	\$0.00	\$0.00	\$0.00
Copper Mill Two	UTSES-000248	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$561.75	\$0.00	\$0.00	\$0.00	\$0.00
Hickman	UTSES-000305	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,044.83	\$0.00	\$0.00	\$0.00	\$0.00
Hwy191 MM110	UTSES-000303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$628.55	\$0.00	\$0.00	\$0.00	\$0.00
Nizhoni Court	UTSES-000302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.35	\$0.00	\$0.00	\$0.00	\$0.00
Pinyon Ridge	UTSES-000424	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143.54	\$0.00	\$0.00	\$0.00	\$0.00
Hwy191 MM59	UTSES-000412	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143.68	\$0.00	\$0.00	\$0.00	\$0.00
Doe Canyon	UTMLF-000425	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$202,182.76	\$0.00	\$0.00	\$0.00	\$0.00
Corral	UTSES-000007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$174.08	\$0.00	\$0.00	\$0.00
Pack Creek	UTMLF-000131	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,708,644.22	\$0.00	\$0.00	\$0.00
Montezuma Canyon	UTSES-000156	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,496.17	\$0.00	\$0.00	\$0.00
Brown Canyon Rd	UTSES-000146	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,200.79	\$0.00	\$0.00	\$0.00
Willow Flat	UTSES-000157	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,346.94	\$0.00	\$0.00	\$0.00
West Boulder Point	UTSES-000208	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$611.54	\$0.00	\$0.00	\$0.00
HWY191 MM59	UTSES-000283	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$884.86	\$0.00	\$0.00	\$0.00
West Recapture	UTSES-000318	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,001.77	\$0.00	\$0.00	\$0.00
Jones	UTSES-000313	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41.66	\$0.00	\$0.00	\$0.00
Boulder Point	UTSES-000312	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186.12	\$0.00	\$0.00	\$0.00
Lake Canyon	UTSES-000294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,243.68	\$0.00	\$0.00	\$0.00
Raby	UTSES-000356	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185.10	\$0.00	\$0.00	\$0.00
Coal Bed	UTMOD-000380	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,283.30	\$0.00	\$0.00	\$0.00
Pine Hollow	UTSES-000389	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,543.16	\$0.00	\$0.00	\$0.00
Meadows	UTSES-000432	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$386.59	\$0.00	\$0.00	\$0.00
Pearson	UTSES-020007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$83.89	\$0.00	\$0.00
Pearson Wash	UTSES-020065	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$138.47	\$0.00	\$0.00
White Flats	UTSES-020064	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$322.94	\$0.00	\$0.00
Boulder Canyon	UTSES-020066	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$147.65	\$0.00	\$0.00
Ancients	UTSES-020099	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42.02	\$0.00	\$0.00
Uranium	UTSES-020100	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42.02	\$0.00	\$0.00
Bean	UTSES-020222	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,777.73	\$0.00	\$0.00
Coalbed	UTSES-020215	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.99	\$0.00	\$0.00
Pearson Point	UTSES-020301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,382.91	\$0.00	\$0.00
West Carpenter Ridge	UTSES-020374	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,465.92	\$0.00	\$0.00
Devil Canyon	UTSES-020367	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,132.59	\$0.00	\$0.00
Pack Creek	UTSES-020421	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$975.02	\$0.00	\$0.00
Seep	UTSES-020405	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76.59	\$0.00	\$0.00
Harvest	UTSES-020510	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,085.36	\$0.00	\$0.00
Boulder Point	UTSES-020509	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,506.69	\$0.00	\$0.00
SOP Canyon	UTSES-020492	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11.85	\$0.00	\$0.00
Lisbon Valley	UTSES-020485	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$775.86	\$0.00	\$0.00
Point	UTSES-020484	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,709.36	\$0.00	\$0.00
Long Draw	UTSES-020477	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103.28	\$0.00	\$0.00
Bug Point	UTSES-023100	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,104.77	\$0.00
HWY191 MM117	UTSES-023155	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.18	\$0.00
Photograph Gap	UTSES-2323221	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,276.84	\$0.00
Bryan Road	UTSES-2323218	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.80	\$0.00
Sturgeon	UTSES-2323217	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,373.70	\$0.00
Horsehead	UTCYD-023262	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$371,851.51	\$0.00
Hickman	UTSES-023275	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$402.78	\$0.00
Pearson Point	UTSES-023303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$482.64	\$0.00

Piute	UTSES-023340	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,581.12	\$0.00
Sage Brush	UTSES-023365	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,836.07	\$0.00
Pole	UTSES-023374	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.78	\$0.00
Car	UTSES-023449	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$630.93	\$0.00
East Recapture	UTSES-004043	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$276.23
White Flats	UTSES-004321	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,474.26
Ucola Road	UTSES-004320	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,814.41
Old Highway	UTSES-004316	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,580.73
Farmers Road	UTSES-004335	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,598.42
East Boulder	UTSES-004355	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$731.80
Pipeline	UTSES-004374	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,681.84
Coal	UTSES-004373	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,375.23
Bug Point	UTSES-004364	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.93



COMMISSION STAFF REPORT

MEETING DATE: December 2, 2025

SUBMITTED BY: Tammy Gallegos, Aging Director

TITLE: Consideration and Approval for Additional Policies to the San Juan County Senior Center Policy and Procedure Manual

RECOMMENDATION: Approval

SUMMARY

San Juan County Aging has updated multiple sections of the Aging Policy & Procedure Manual to align with new State and Federal guidance, improve safety, and strengthen program compliance.

HISTORY/PAST ACTION

FISCAL IMPACT

None

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Backing Policy
Effective Date:	May, 2020
Revised Date:	2026
Policy	

Vehicle Backing Safety Policy

The purpose of this policy is to reduce the risk of accidents involving County vehicles when backing. This policy applies to all San Juan County Area Agency on Aging employees and volunteers operating County vehicles, including vans, buses, and pickups, and is consistent with County-wide vehicle safety practices.

Employees must recognize that backing vehicles is one of the leading causes of avoidable accidents. Therefore:

- Prior to leaving any area where a vehicle has been parked, the driver shall walk completely around the vehicle and check for other vehicles, persons, children, and objects.
- This requirement applies at all times, even if the vehicle has only been parked briefly with the engine running.

Backing Requirements

- Avoidance of Backing
 - Whenever possible, employees shall park County vehicles in such a manner that backing is not required when leaving.
 - This principle shall be emphasized in staff meetings and reinforced as a standard safety practice.
- Use of a Spotter
 - If two or more employees are present when backing a vehicle, one employee shall act as a spotter.
 - Departments shall provide instruction on standardized hand signals to avoid confusion.

- The spotter must remain visible to the driver in the rearview mirror at all times.
 - If the spotter is not visible, the driver shall stop immediately and only proceed when visibility is restored.
- Children and Pedestrians
 - Employees shall never back a vehicle when small children are present unless another employee is guiding the driver.
 - A simple walk-around is not sufficient when children are nearby due to their quick, unpredictable movements and limited visibility from mirrors.
 - If necessary, drivers must call for assistance before attempting to back.
 - In locations with high pedestrian traffic (e.g., fairgrounds, events, or community gatherings), drivers are required to seek assistance from another employee or law enforcement before backing.

Department Responsibilities

- Supervisors shall provide training on proper hand signals and spotter procedures.
- Safety meetings shall reinforce backing safety requirements and emphasize the prevention of accidents. (Backing policy should be addressed at the minimum of one time a year by supervisors)

DRIVER SAFETY BACKING CHECKLIST

SAN JUAN COUNTY AREA AGENCY ON AGING



**DO A
WALK-AROUND**



**USE A SPOTTER
IF AVAILABLE**



**CHECK MIRRORS
AND BLIND SPOTS**



**STOP IF
UNCERTAIN**

SAN JUAN COUNTY AREA AGENCY ON AGING

SAN JUAN COUNTY AREA AGENCY ON AGING

HAND SIGNALS FOR BACKING



MOVE BACKWARD



MOVE FORWARD



TURN LEFT



TURN RIGHT



SLOW DOWN



STOP

San Juan County Area Agency on Aging

Vehicle Backing Safety Policy Acknowledgment

I, the undersigned, acknowledge that I have received, read, and understand the San Juan County Area Agency on Aging Vehicle Backing Safety Policy.

I understand that:

- I am required to perform a walk-around before backing any County vehicle.
- I must avoid backing whenever possible and park vehicles to reduce the need to back.
- I must use a spotter when available, and follow standardized hand signals.
- If small children or pedestrians are present, I may not back a vehicle unless guided by a spotter.
- I must stop immediately if I lose sight of the spotter.
- Failure to comply with this policy may result in disciplinary action consistent with County personnel policies.

By signing below, I agree to comply with this policy and to prioritize safety in all vehicle operations.

Employee Name (Print): _____

Employee Signature: _____

Date: _____

Supervisor Name (Print): _____

Supervisor Signature: _____

Date: _____

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Bingo, Card Games, and Pool Tournaments
Effective Date:	2026
Revised Date:	
Policy	

It is the policy of San Juan County Senior Centers to maintain a safe, inclusive, and lawful environment for all participants. In accordance with federal, state, and county regulations, gambling of any kind is strictly prohibited at all Senior Center facilities and during any Senior Center–sponsored events or activities.

This policy applies to all staff, volunteers, participants, contractors, and visitors at San Juan County Senior Centers.

Prohibited Activities

The following activities are considered forms of gambling and are not permitted at any Senior Center location:

- Bingo games involving the exchange of money, or anything of value between participants.
- Card games where participants wager money, or other items of value.
- Pool tournaments or similar competitions where entry fees, buy-ins, or wagers are collected and prizes of monetary value are awarded.

Allowable Recreational Activities

- Senior Centers may offer non-gambling social and recreational activities such as friendly games of cards, pool, or bingo without any exchange of money or valuables between participants.
- To encourage participation and maintain a fun environment, the County may provide small, non-monetary prizes (e.g., small promotional items, or other token prizes) for winners of approved games or tournaments.

- Under no circumstances may participants collect entry fees, pay to play, or exchange cash, checks, or anything of monetary value before, during, or after the activity.
- Activities must be conducted in a manner that is strictly recreational and open to all participants equally.

Guidelines

- Staff are responsible for ensuring that activities remain compliant with this policy.
- Any activity found to involve gambling or unauthorized prize exchanges will be immediately discontinued.
- Individuals who violate this policy may be subject to disciplinary action or removal from the facility.

Center Directors and designated staff will monitor compliance. Violations of this policy may result in:

- A verbal or written warning;
- Suspension of activity privileges;
- Further action consistent with county policy and applicable laws.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Fiscal Policy for Older Americans Act Funding
Effective Date:	May 2020
Revised Date:	2026
Policy	

Older Americans Act (OAA) Funding Policy

San Juan County Area Agency on Aging (SJAAA) shall utilize Older Americans Act (OAA) and related State/County funds in full compliance with County, State, and Federal requirements. This policy applies to all SJAAA programs, contracts, subcontracts, and staff handling or authorizing OAA and Adult Services funds.

Authority

- Older Americans Act (OAA) and implementing regulations.
- Utah Department of Health & Human Services, Division of Aging & Adult Services (DAAS/DHHS) contracts and guidance.
- 2 CFR 200 (Uniform Guidance), including §200.306 (cost sharing/match).
- Applicable Utah Administrative Code and County fiscal policies.

A. Older Americans Act Funds

Awards & Contracting

- Area Agency funds and State General Funds (GF) are awarded annually to SJAAA by DAAS via State contracts aligned to the State fiscal year.
- Remaining funds are allocated per the DAAS funding formula.

Administrative Caps

- SJAAA may expend up to 10% of Title III-B and III-C combined allocations for Area Agency Administration (AAD). (Title III-D excluded from the 10% calc.)
- One time per year, SJAAA may move Federal (FF) and State General Funds (GF) to AAD in the budget (service code "AAD"), subject to caps:
 - Up to 25% of State General Fund may be used in AAD.

- Up to 10% of total Title III allocation may be used in AAD (excludes III-D).
- 25% required cash match applies to State Service lines noted below.

Program Cost Share

- Title III funds not used for administration may cover up to 90% of supportive and nutritional service costs under the approved Area Plan.

B. Transfers of Funds

- SJAAA does not currently elect to transfer between Title III-B and III-C.
- (Reference authority: OAA permits—budget allocations may allow up to 40% between III-C1/III-C2 and up to 30% between III-B and III-C when elected and approved.)

C. Restrictions on Use of OAA Funds

Program Purpose Limits

- III-B: Supportive services only.
- III-C-1 (CMM): Congregate meals & nutrition services only.
- III-C-2 (HDM): Home-delivered meals & nutrition services only.
- III-D (PHP): Evidence-based health/disease prevention (see Section H).

No Supplanting

- OAA funds shall not replace non-federal funds; SJAAA shall continue efforts to obtain support from private/public sources.

Title III-C Project Income Use

- May be used only to expand meal numbers, facilitate access (transportation/outreach), or provide nutrition-related supportive services (e.g., nutrition education, shopping assistance, SNAP procurement).

USDA Cash-in-Lieu (NSIP)

- NSIP (CIC/CIH) funds/revenue are used only to offset raw food costs; foods must be domestically produced. (Please see policy for accounting for NSIP funding)

D. Project Income (All Title III Programs)

The following will be considered, accounted for, and expended as project SJCAAA Income and ownership by the County.

What Counts as Project Income (County-Owned)

- Donations from eligible participants/others on their behalf.
- Guest fees for ineligible recipients at full cost.
- Donations of food, supplies, materials (become County property).

Voluntary & Confidential Contributions

- Older persons are offered an opportunity to voluntarily and confidentially contribute.
- Suggested amounts may be posted (based on community income ranges).
- No denial of service due to inability/unwillingness to contribute.
- No written solicitations; no tracking of who donates/how much.

Safeguards & Handling

- Separate locked collection boxes per service.
- Two-person count (one counts with another present); both sign a receipt/log.
- Funds stored securely until deposit at SJAAA Administration Office.
- Losses reported immediately to SJAAA and local authorities.

Additive method: Project income is added to expand the funded service (OAA requires the addition method; deduction is not allowed for OAA).

E. Fees/Collections – Adult Services Programs

Definitions

- Fees: Charges paid by eligible recipients.
- Donations: Contributions by recipients/others toward service cost.

Standards

- Fee schedules follow DAAS rates.
- Alternatives Program (ALM/TAP): Additive method (add to program to expand).
- All other adult service programs: Deductive method (reduce total project cost before DAAS reimbursement).

Controls

- Each program shall implement procedures to safeguard and account for fees/collections.

F. Accounting & Audit

Accounting

- Maintain minimum standards for collection, handling, safeguarding, reporting of all monies; document internal controls and time coding.

Audit

- Comply with Utah Administrative Code, DAAS contract audit terms, and 2 CFR Part 200.

G. Conflict of Interest

- SJAAA staff shall not serve on boards/advisory councils of organizations receiving or applying for OAA/Adult Services funds.

- SJAAA staff shall not hold dual employment with SJAAA and any SJAAA contractor or applicant.

H. Program Codes, Allowed Uses & Match (Summary)

AAD – Area Agency Administration

- Match: 25% cash match (State service lines); document all admin expenses in Area Plan; time sheets must reflect OAA duties.
- Allowed: General Operating expenses, Rent, Utilities, Insurance, Office Supplies, Fiscal Management and Reporting, Budgeting, reporting related to OAA grants, Preparing & submitting SPR & data, Staff and Personnel Costs, Salaries and fringe benefits for director, fiscal and administrative staff, etc, Time sheets must be allocated, appropriately to document OAA duties
- Not Allowed: Direct service positions (e.g., case managers, meal drivers) — charge to direct grants.

PDS – Title III-B Supportive Services & State Service/Transportation

- Goal: Help older adults remain independent at home.
- Match: 15% required cash match ($\frac{1}{3}$ covered by SUA).
- Minimums (per Utah code; each SFY): 2% Legal, 8% Access, 8% In-Home (report quarterly).
- Allowed: Senior Center Operations, Assisting in the operations of senior centers. Covering all or part of the costs of compensating professional and technical personnel required for the operation of senior centers. Supporting salaries and fringe benefits for senior center staff whose duties directly support the III-B grant. Access Services, Transportation services, Outreach activities, Information and Assistance (I&A), Case management, Translation and interpretation services, public information efforts, Advocacy activities, In-Home Services, Housekeeping and chore services, Personal care assistance, Yard work and maintenance related to safety or access, Reassurance and check-in services (e.g., telephone reassurance, wellness visits), Minor home modifications to improve safety or accessibility, Health-related in-home services, Legal Assistance: access to legal assistance resources, including partnerships with pro bono organizations (e.g., ProBono.net).

PHP – Title III-D Preventive Health

- Use: Funds may only be used for Evidence-Based diseases prevention and health programs.
- No required cash match

- Allowed: Personnel costs for teachers or class leader of activities or classes, Subcontracts to provide training or classes, Operating expenses related to the equipment or materials needed for classes, Exercise machines, workbooks, etc., Outreach
- Not Allowed: Do not use PHP funds for non-evidenced based services

Respite – Title III-E NFCSP & State Respite

- Funds used to provide temporary relief to caregivers
- 25% required cash match
 - AAA's must report funding on quarterly basis
 - Administration
 - Case Management
 - Respite Care
- Allowed: In-home/out-of-home respite; outreach/education.

PEA – Title VII Ch. 3 Elder Abuse Prevention

- Federal funds only; no match.
- AAA's decide each year how to distribute
- Allowed: AAA training on elder abuse and exploitation, Prevention and advocacy of abuse & neglect, ProBono.net

ALM – Alternatives Program (SSBG + State GF)

- Federal Funds from Social Services Block Grant and,
- State General Funds,
- No required cash match,
- TAP funding formula used to allocate funds,
- AAA's must report case management, services and administrative breakdown on quarterly basis,
- Emphasis should be placed on client services
- TAP may provide whatever services necessary to keep the older adult in their own home avoiding having to be placed in a nursing home,
- Must meet financial eligibility,
- Any client fees (project income) must be used prior to drawing down any funding
- Allowed: In-home attendant/homemaker/chores; PERS; minor home modifications to keep the individual safely inside the home; case management.

Ombudsman – Long-Term Care Ombudsman (Title VII Ch. 2 + State GF)

- DAAS continues to manage grant funding while the State of Utah LTCO program administrator is with DHHS Division of Customer Experience,

- No required cash match,
- Program reimburses costs of trained and certified staff and volunteers serving as advocates and complaint evaluators for residents in long-term care facilities.
- Please document any local funding contributions to the program. While not mandated, we report local contributions to ACL.
- Funding Formula each year by assisted living and nursing home bed counts for each AAA; DAAS manages grant; formula based on bed counts.
- Allowed: Personnel/admin; complaint investigation; advocacy/training.

Congregate Meals – Title III-C1 Congregate Nutrition

- Funding to cover expenses cost of preparing and serving meals in a congregate setting
- 15% required cash match
- 1/3 covered by SUA
- Project income collected for CMM must be used prior to any drawdown and must stay within CMM
- The cost of providing Grab and Go meals may be applied to CMM. The cost shall not exceed 25% of the Title IIIC-1 funds expended
- Interstate Funding Formula used to allocate funds
- Meals must meet mandated nutritional standards
- Allowed: Meal service supplies; procurement/preparation of meals; nutrition education/screening/assessments.

HDM – Title III-C2 Home-Delivered Nutrition

- Funding to cover expenses cost of preparing and
- delivering meals
- 15% required cash match
- $\frac{1}{3}$ covered by SUA
- Project income collected for HDM must be used prior to any drawdown and must stay within HDM
- Client eligibility for homebound 60 and older
- Interstate Funding Formula used to allocate funds
- Meals must meet mandated nutritional standards
- Allowed: Meal service supplies; procurement/preparation of meals; nutrition education/screening/assessments; fuel/vehicle/insurance; paid driver salaries/fringe; volunteer mileage; containers/packaging.

CIC / CIH – NSIP (Nutrition Services Incentive Program)

- Although the same grant, CIC and CIH are used to distinguish if funding was spent on home delivered meals or congregate meals
- No required cash match
- Federal Funds only
- Must be domestically produced food. This means food, beverages, and other food ingredients grown, processed and prepared in the United States, including its territories or possessions, the Commonwealth of Puerto Rico or the Trust Territories of the Pacific Islands.
- AAA's and senior centers should work with vendors to source and document domestically produced foods or verify origins of products on labels.
- If you cannot verify food is domestically produced, DO NOT use NSIP funds.
- Allowed: Food purchases for raw food, ingredients, milk, meats, vegetables, fruit, etc. Food ingredients only. No admin or labor costs.

SHIP / SMP / MIPPA – Federal Only, No Match

Senior Health Insurance Program

SHIP is a national program that offers one-on-one assistance, counseling, and

education to Medicare beneficiaries, their families, and caregivers

Senior Medical Patrol

- SMP is to assist Medicare beneficiaries, their families, and caregivers to prevent, detect, and report healthcare fraud, errors, and abuse.

I. Funding Formulas (Summary)

- Title III (IFF): Geography & population distribution.
- Alternatives (ALM): Base + geography + population (age/minority/disability).
- LTCO (OMB): Assisted living & nursing home bed counts.
- NSIP: Prior-year meal counts (HDM and CMM).
- ADRD, SMP, SHIP, SMP: Program manager allocation.

J. Drawdown Order & Match

Drawdown Guideline

- Must use project income first.
- Meet cash match early (or draw in predetermined monthly amounts).
- Draw State Funding next.
- Draw OAA funds last.

Cash & In-Kind Match (2 CFR 200.306)

- Report required cash match on quarterly reports; do not wait until Q4.

- In-kind allowed if from a third party, verifiable, reasonably valued, auditable, and compliant with 2 CFR 200.306.
- Examples: Volunteer time (reasonable hourly rate × hours), donated supplies/equipment/space/utilities/food, donated transport, non-federally funded staff time.

Match Calculation Example

- State contributes 5% and AAA contributes 15% (of total Federal + State).
- Example: \$100 Federal + \$100 State = \$200 / .85 × .15 = \$35.29 AAA match.

K. Payments & Carryover

Payments

- Submit billings/claims within 20 days after the billing period in DAAS format.
- Final billings due within 20 days of contract termination.
- Contract must be fully executed before reimbursement.
- Late requests are subject to DAAS review/approval.

Carryover

- Adult Services funds unspent at SFY end revert to DAAS/State General Fund.
- Title III funds unspent at SFY end are re-contracted to SJAAA in the succeeding year's contract.

L. Monitoring, Risk, and Corrective Action Plans (CAPs)

Two-Tier Monitoring

- Tier 1 (DHHS/DAAS → AAAs): Annual on-site visits (governance, fiscal, compliance, 2 CFR Part 200), monthly desk reviews; may require CAPs and follow-ups.
- Tier 2 (AAA → Subcontractors): Annual reviews of each subcontractor (service quality, contract compliance, proper use of funds, improvements/training). Maintain current list of subcontractors/agreements; verify cash match and project income processes. (Please see SJCAAA Subcontractors Corrective Action Plan Policy)

Corrective Action Plans (CAPs)

- Required for fiscal/program non-compliance.
- AAA must submit CAP within 30 calendar days of findings; provide progress reports.
- CAP must identify deficiencies, root causes, solutions, timeline.
- Failure to submit CAP may result in withholding of funds and/or additional award conditions (e.g., increased reporting, technical assistance, prior-approval steps).

- DHHS ranks findings, conducts follow-ups, and may conduct additional site visits.

M. Compliance, Governance & Records

- Maintain internal fiscal controls (segregation of duties, approvals, reconciliations), time coding, equipment purchase/rental rules, and recordkeeping (GLs, invoices, checks, contracts).
- Ensure program eligibility, client intake/assessment, authorized services, service delivery/care planning, outreach, grievance procedures, and meal standards are documented and monitored.
- Submit all required reports (e.g., quarterly, SPR, data) accurately and on time.

AAA Monitoring Requirements

- Use a standardized risk assessment tool (financial history, internal controls, past findings, experience); define acceptable risk levels.
- Request and review documentation justifying OAA expenditures prior to paying subcontractors.
- Document monitoring methods (financial/performance reports, programmatic file reviews, sampling transactions, receipts/invoices, personnel interviews, procurement reviews).
- Follow up on deficiencies and document actions.

Enforcement

Failure to comply with this policy, OAA, DAAS contracts, or 2 CFR 200 may result in corrective action, CAPs, delayed/withheld payments, or other sanctions per grant agreements and County policy.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Home Delivered Meal Labeling, Safety, and Education
Effective Date:	2026
Revised Date:	
Policy	

To promote food safety, client education, and consumer protection, San Juan County Senior Centers will implement the following requirements for all Home Delivered Meal (HDM) services. These practices ensure compliance with food safety standards and provide clients with essential information to safely handle and consume meals, while also supporting fraud prevention education.

Best By Date Labeling

- Home Delivered Meal containers will be clearly stamped with a “Best By” date at the time of packaging.
- The “Best By” date will reflect the safe consumption period, consistent with local, state, and federal food storage guidelines.
- Meals not consumed by the “Best By” date should be discarded to protect client health and safety.
- Best By dates are 3 days after the date of delivery.

Refrigerator Magnet Distribution

- Home Delivered Meal clients will receive a refrigerator magnet containing the following information:
 - Storage and reheating instructions for Home Delivered Meals.
 - Medicare fraud awareness tips to help protect seniors from scams.
- The magnet is intended for permanent display in the home for quick and easy reference.

3. Semi-Annual Educational Flyer

- Twice per year, all Home Delivered Meal clients will receive a printed educational flyer containing the same information featured on the magnet.
- Flyers will be distributed during regular meal deliveries to reinforce:
 - Proper meal storage and reheating safety practices.
 - Consumer protection against Medicare fraud and related scams.
- Flyers will also be available at all Senior Centers upon request.

Staff Responsibilities

- Senior Center staff must ensure that all meals are stamped with a “Best By” date prior to delivery.
- Staff and volunteers delivering meals will confirm that each new client receives a magnet upon program enrollment.
- Educational flyers will be distributed in April and October each year, or as otherwise determined by the Senior Center Director.

Compliance & Review

- This policy will be reviewed annually by the San Juan County Senior Services Program to ensure continued alignment with current food safety standards and federal/state aging program guidelines.
- Any updates to food safety requirements or fraud prevention information will be reflected in the magnet and flyer materials and distributed accordingly.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Meal Contributions
Effective Date:	May, 2020
Revised Date:	2026
Policy	

Voluntary Confidential Contributions Policy

The purpose of this policy is to comply with State and Federal Guidelines under the Older Americans Act (OAA) regarding the acceptance of voluntary contributions for meal programs. This policy applies to all San Juan County Senior Centers, the Congregate Meal Program, and the Home-Delivered Meals Program (Meals on Wheels).

It is the policy of the San Juan County Area Agency on Aging that:

Voluntary Confidential Contributions

- Clients are encouraged, but not required, to make voluntary confidential contributions toward the cost of their meals.
- Contributions shall be placed by the client directly into a locked donation box located at each Senior Center or provided with Meals on Wheels delivery.
- It is **not permissible** for clients, staff, volunteers, or others to make change out of the contribution box. Contributions must be deposited as given.

Counting & Documentation of Donations

- When contributions are removed from the locked box, at least two staff members must be present.
- Both staff members shall count the contributions together and sign off on the contribution log to verify accuracy.
- Contributions must be counted at a minimum of once per week.
- In compliance with State and County audit requirements, all contributions must be turned in within 24 hours of being counted.

Non-Discrimination

- In accordance with the Older Americans Act, no client aged 60 or older shall be denied a meal service due to inability or unwillingness to contribute.
- Staff and volunteers are prohibited from pressuring, requiring, or suggesting a required amount for contributions.

Required Wording for Contribution Boxes and Notices

- All San Juan County Senior Centers shall display the following standardized language with contribution boxes and in dining areas:

“Voluntary Confidential Contributions” Aging Meal Program – Contributions
Our meal program is supported by voluntary confidential contributions.
No one is ever denied a meal because of their ability to contribute.

- To help keep contributions truly confidential, starting in September 2025, we are no longer able to accept checks.

Responsibilities

Senior Center Directors

- Ensure contribution boxes are locked and accessible to clients.
- Ensure that
- Oversee the counting of contributions with two individuals present and sign-off completed.
- Post required contribution wording at each center.

Employees & Volunteers

- Respect client confidentiality regarding contributions.
- Never request, require, or record specific donation amounts by individual clients.

Senior Center Money Deposit

Center: _____

Date: _____

Cash \$ _____

Change \$ _____ (Only turn in rolled
change)

Transportation Money \$ _____

Total _____

Signed Off

SAMPLE

Senior Center Money Deposit

Center: MonticelloDate: 11/1/22Cash \$ 30 =Change \$ ND (Only turn in rolled change)Transportation Money \$ 1 -Total 31

Signed Off

Jane Doe

John Doe

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Meal Prioritization Policy and Guidelines
Effective Date:	2026
Revised Date:	
Policy	

The purpose of this policy is to establish consistent guidelines for the provision of meals under the Older Americans Act Title III Nutrition Program in San Juan County. These guidelines ensure equitable access to nutrition services for older adults, with priority given to those in the greatest economic and social need, and ensure compliance with federal and state regulations.

Definitions

Greatest Economic Need (GEN):

Older adults with income at or below the Federal Poverty Level, and as further defined by state and area plans based on local and individual factors such as geography, cost of living, and personal expenses.

Greatest Social Need (GSN):

Older adults experiencing conditions that restrict independence, threaten safety, or limit daily living, including but not limited to:

- Physical or mental disabilities
- Language barriers
- Cultural, social, or geographical isolation (e.g., due to race/ethnicity, Native American identity, religion, sexual orientation, gender identity, sex characteristics, or HIV status)
- Chronic health conditions
- Housing instability, food insecurity, lack of clean water, transportation, or utility assistance
- Interpersonal safety concerns
- Rural or remote residence

- Other conditions defined by state or area plans that restrict daily activities or threaten independent living

Meal Priority Guidelines

Meal service eligibility and prioritization will follow these categories to ensure that those most in need receive services first in the event of capacity constraints, emergencies, or limited resources:

High Priority

- Medically fragile individuals
- Individuals living alone with little or no social support
- Geographically isolated residents
- Dependent on life-support equipment (e.g., respirator, continuous oxygen, tube feeding)
- Severe cognitive or mental health impairment affecting decision-making
- Individuals significantly impacted by any interruption of service

Medium Priority

- Living alone or with someone unable to meet care needs
- Limited or inconsistent social support (e.g., neighbors who check in occasionally)
- Intermittent use of oxygen or other medical devices
- Able to function during short service interruptions
- Able to follow back-up or emergency plans

Low Priority

- Living with family or dependable social support
- Residing in a supportive care environment (e.g., assisted living)
- Able to function during temporary loss of service
- Able to follow back-up or emergency plans

- Whole Grains ($\frac{1}{4}$ of the plate): Options include brown rice, oatmeal, quinoa, whole wheat bread/pasta, barley, or farro.
- Dairy or Alternatives: Yogurt, cheese, or other calcium/vitamin D-rich options.
- Desserts: Provide two per week—fruit-based, pudding, or small baked treats.

Menu Changes:

- Approved menus: directors may rearrange meals within a single week but may not substitute meals across weeks.
- Any requests for changes must be made only by the Senior Center Director and initialed.
- A copy of the changed menu must be emailed to the SJAAA Director for submittal to the Nutritionist for review and approval.
- Menus cannot be changed until approval is given by the nutritionist.

Reporting Requirements

- SJCAAA must submit monthly/quarterly reports to the State Nutritionist using DRI to ensure compliance with nutritional standards.
- Report will include:
 - Nutritionist Approval of DRI for meals server per month/quarter
 - Yearly training sheets signed off by employees on serving size training.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Menus
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of the San Juan County Area Agency on Aging (SJAAA) to establish consistent standards for menu planning, reporting, and cost accounting across all Senior Centers (Blanding, Bluff, La Sal, and Monticello). This policy ensures compliance with the Older Americans Act (OAA), the Dietary Guidelines for Americans (DGA), and state program requirements.

Menu Requirements

- All menus must comply with the Dietary Guidelines for Americans (DGA) and reflect appropriate serving sizes for older adults.
- Menus must provide balanced nutrition that meets the needs of the senior population served.
- Each center is required to complete one quarterly menu calendar using the standard format provided. Calendars must be submitted according to the schedule established by SJAAA staff for nutritionist approval.
- Center staff must use the monthly lunch calendar template to enter menu suggestions.
- To promote balanced meals:
 - Protein ($\frac{1}{4}$ of the plate): Include varied sources such as chicken, turkey, beef, pork, fish, eggs, tofu, beans, lentils, or low-sodium cottage cheese/Greek yogurt. Avoid repeating the same protein type more than 2 days per week.
 - Fruits & Vegetables ($\frac{1}{2}$ of the plate): Aim for colorful variety (leafy greens, carrots, berries, etc.). Use fresh, frozen, or canned (low sodium/packed in juice).

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Meal Preparation
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of the San Juan County Area Agency on Aging (SJCAA) that all staff members at senior centers have a duty to be good stewards of county funds and county-purchased items. Staff must be mindful of food costs, avoid waste, and ensure that resources are used only for their intended purpose in compliance with federal, state, and county guidelines.

Home-Delivered Meals

- **Exact Meal Counts:** On Home-Delivered Meal days, kitchen staff will prepare only the exact number of meals required based on the official Home-Delivered Meal list.
- **No Extra Meals:** Under no circumstances should additional meals be prepared beyond the required number. Preparing extra meals constitutes misuse of county funds.
- **Missed Deliveries:** If a Home-Delivered Meal client is not home on the day of delivery, the meal intended for that client shall be handed out to the next person on the delivery route. This procedure allows that client to receive two meals (the scheduled meal and the unused meal) in order to eliminate waste.

Congregate Meals

- **Meal Estimates:** On Congregate Meal days, it is recognized that exact meal counts may not always be possible due to the nature of walk-in participation.
- **Authority to Cook Additional Meals:** Only the Center Director or the Aging Director has the discretion to authorize preparing more meals than originally planned for that day.

Serving Sizes

- **Standard Portions:** All meals must be served according to USDA and DAAS nutrition guidelines and follow established portion sizes for each food group (e.g., protein, grain, vegetable, fruit, dairy).
- **Consistency:** Staff are required to use standardized serving utensils (e.g., scoops, ladles, measuring cups) to ensure portion control.
- **Waste Prevention:** Over-serving is considered wasteful and inconsistent with stewardship of county funds. (Please see county serving size training sheet)

Training

- **Annual Training Requirement:** All kitchen and serving staff must participate in yearly training on meal preparation, portion sizes, and cost stewardship.
- **Documentation:** Training completion will be documented and maintained by the Aging Director's office as part of compliance records.

San Juan County Senior Centers Serving Size Training Sheet for Older Adults

Why Serving Sizes Matter

- Ensures nutritional balance for older adults
- Prevents waste and food shortages
- Keeps meals consistent and fair across all participants
- Supports compliance with Title III Nutrition Program standards

Standard Serving Sizes (Per Meal Component)

Protein (Meat, Fish, Poultry, Eggs, Beans)

- **3 ounces cooked (about the size of a deck of cards or the palm of a hand)**
- **Example: 1 chicken breast, 2 eggs, or ½ cup beans**

Vegetables

- ½ cup cooked vegetables
- 1 cup raw leafy greens
- Visual: about the size of a fist

Fruits

- ½ cup fresh, canned, or cooked fruit
- 1 small whole fruit (apple, orange, banana)
- Visual: about the size of a tennis ball

Grains / Starches (Bread, Pasta, Rice, Potatoes)

- 1 slice bread
- ½ cup cooked pasta, rice, or potatoes
- Visual: about the size of a computer mouse

Dairy (Milk, Yogurt, Cheese)

- 1 cup milk or yogurt
- 1½–2 ounces cheese (about the size of 2 dice)

Fats & Oils

- 1 teaspoon butter, oil, or margarine
- Visual: about the tip of a thumb

Desserts / Extras (if offered)

- Small portion, aligned with nutrition goals
- Example: ½ cup pudding, 1 small cookie

Portion Control Tips for Staff

- Use standard scoops, ladles, and serving spoons (color-coded if available).
- Always serve the same portion size to each participant.
- Do not “heap” or “short” — level scoops provide consistency.
- Follow menus as planned; do not substitute without approval.
- Check meals before delivery to ensure all required components are included.

Quick Visual Guide

 Protein = palm of hand

 Veggies = fist

 Fruit = tennis ball

 Grain = computer mouse

 Cheese = 2 dice

 Fats = tip of thumb

 Remember: Older adults may eat less, but still need balanced nutrition to stay healthy and independent. Serving sizes help make every meal count!

By signing below, I agree to comply with this policy

Employee Name (Print): _____

Employee Signature: _____

Date: _____

Supervisor Name (Print): _____

Supervisor Signature: _____

Date: _____

San Juan County Senior Services
Nutritionist Menu Approval Sign-Off Sheet

Agency Name: _____

Month/Year: _____

Menu Period Covered (Dates): _____

Statement of Review

I hereby certify that I have reviewed the attached menu for the above-listed Senior Center. The menu has been analyzed in accordance with the State of Utah Dietary Reference Intake (DRI) requirements and meets the nutritional adequacy standards established by the Utah Department of Health & Human Services and the Older Americans Act.

All meals comply with the Dietary Guidelines for Americans (DGA), and provide appropriate nutritional balance for older adults as outlined in the State of Utah DRI Chart.

Nutritionist Approval

Reviewed By (Printed Name): _____

Professional Title/Certification: _____

Signature: _____ Date: _____

Agency Use Only

- ☐ Approved – Meets all requirements
- ☐ Approved with noted modifications (see attached comments)
- ☐ Not Approved – Resubmission required

Comments/Notes:

Monday	Tuesday	Wednesday	Thursday	Friday
Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:
Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:
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SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Monitoring Sub Contractors
Effective Date:	2026
Revised Date:	
Policy	

It is the policy of the San Juan County Area Agency on Aging (AAA) to implement a structured system for subrecipient monitoring and the corrective action process (CAP) to ensure that subcontractors and subrecipients comply with applicable federal and state regulations, the Older Americans Act (OAA), contractual terms, and performance expectations. This policy provides practical guidance on monitoring procedures, communication protocols, financial oversight, and required follow-up actions to address deficiencies.

Regulatory Authority

This policy is established pursuant to the following authorities:

- 2 CFR § 200.208 (Specific Conditions)
- 2 CFR § 200.332(d) (Requirements for Pass-Through Entities)
- 45 C.F.R. § 1321.9 (AAA Responsibilities)
- Older Americans Act (OAA)
- Utah Department of Health and Human Services (DHHS) directives

Definitions

- Subrecipient: A non-federal entity (e.g., AAAs, senior centers, subcontractors) that receives a subaward to carry out part of a federal program.
- Subrecipient Monitoring: The systematic observation and review of the expectations outlined in agreements to ensure that subcontractors are providing quality services, complying with contractual and regulatory requirements, properly using funds, and achieving performance goals.

- **Corrective Action Plan (CAP):** A formal, written plan developed in response to monitoring findings to address identified deficiencies, root causes, and to prevent recurrence.

Monitoring Requirements

A. Scope of Monitoring

Monitoring by the AAA (recipient) and subrecipients must cover each program, function, or activity to ensure:

- Compliance with applicable laws, regulations, and contract terms;
- Appropriate use of federal and state funds;
- Delivery of authorized services to eligible clients;
- Achievement of performance objectives.

Required Monitoring Components

AAAs shall conduct at least one annual review of each subcontractor, which includes:

1. **Programmatic Review**
 - Evaluate service quality and client outcomes.
 - Review client intake, eligibility determinations, and service records.
 - Verify compliance with program rules and authorized services.
2. **Financial Review**
 - Sample transactions, review source documentation, invoices, and ledgers.
 - Verify proper use of funds, time coding, internal controls, and cost match reporting.
 - Identify signs of potential financial irregularities, including:
 - Slow or accelerated expenditure rates
 - Major budget shifts or rebudgeting restricted funds without approval
3. **Personnel and Procurement Review**
 - Interview staff, review training and policy adherence.
 - Verify procurement and equipment transactions for compliance with contract and internal control rules.
4. **Documentation and Record-Keeping Review**
 - Verify subcontractor agreements, program income ledgers, contributions, and supporting financial records.
 - Ensure required documentation is retained and available for audits.

Risk Assessment and Planning

AAAs must develop a standardized risk assessment tool to evaluate subcontractors based on:

- Financial history and stability
- Internal control systems
- Past audit findings or monitoring results
- Staff experience and turnover
- Program performance history

The risk assessment shall be used to:

- Prioritize monitoring frequency and intensity;
- Tailor monitoring activities to identified risk levels;
- Specify in the Area Plan how subcontractors will be monitored.

Corrective Action Process (CAP)

A. Purpose

The corrective action process is designed to:

- Ensure timely resolution of noncompliance;
- Identify and address root causes of deficiencies;
- Prevent recurrence;
- Ensure accountability for federal and state funds.

CAP Implementation

When monitoring identifies findings or deficiencies, the following steps will be taken:

1. Notification
 - Provide written notice to the subcontractor detailing the findings, regulatory basis, required corrective actions, and timelines.
 - Notify DHHS if required by state guidance.
2. CAP Development
 - Subcontractor must submit a written CAP addressing each finding, root cause, corrective measure, responsible party, and completion timeline.
3. Review and Approval
 - AAA reviews the CAP for adequacy and approves or requests revisions.
4. Follow-Up Monitoring
 - AAA monitors CAP implementation through documentation reviews, site visits, or follow-up meetings.
5. Escalation

- If deficiencies remain unresolved, AAA may impose additional conditions, temporarily withhold payments, or recommend termination of the contract, consistent with 2 CFR § 200.208.

6. Reporting

- AAA reports subcontractor CAPs and resolution measures to DHHS, including timeframes and final outcomes.

Program Areas Subject to Monitoring

The following functional areas must be reviewed as part of the monitoring process:

- Eligibility & Client Intake: Eligibility determinations, assessments, and intake documentation.
- Authorized Services: Scope and content of services, meal standards, and program limits.
- Service Delivery: Provider qualifications, care planning, and case management.
- Outreach & Client Relations: Outreach practices and grievance procedures.
- Funding & Revenue: Handling of funding sources, voluntary contributions, cash match, and project income.
- Financial & Internal Controls: Expenditure controls, time coding, equipment procurement rules.
- Record Keeping: Documentation, invoices, check copies, and agreements.
- Program Rules: Adherence to OAA principles, general provisions, and state directives.
- Contractual Obligations: Compliance with grant and subcontract terms.
- Reporting: Submission of required financial and programmatic reports.

Documentation and Retention

AAAs must:

- Maintain monitoring reports, CAPs, correspondence, and supporting documents in accordance with state and federal record-keeping requirements.
- Keep an updated list of subcontractors and agreements available for DHHS upon request.

Roles and Responsibilities

- AAA:
 - Develop and enforce monitoring policies and procedures.
 - Conduct annual reviews and risk assessments.

- Notify DHHS of subcontractor CAPs.
 - Maintain records and provide technical assistance.
- Subrecipient/Subcontractor:
 - Cooperate with monitoring activities.
 - Maintain accurate program and financial records.
 - Comply with OAA and all applicable regulations.

X. References

- 2 CFR § 200.208
- 2 CFR § 200.332(d)
- 45 C.F.R. § 1321.9
- Older Americans Act
- Utah DHHS Policies and Directives

San Juan County AAA
Subcontractor Risk Assessment Tool
Policy Area: Subrecipient Monitoring
Effective Date: October 2025
Revised Date:
Completed By: _____

Date of Assessment: _____

Subcontractor/Agency: _____

Contract Term: _____

Purpose

This tool provides a standardized method to evaluate subcontractor risk to ensure appropriate oversight and monitoring strategies. Risk ratings are based on key performance, financial, and administrative indicators. The resulting risk level determines the frequency, intensity, and scope of monitoring activities, and must be reflected in the Area Plan.

Scoring Method

Each category below is rated on a 1–5 scale, where:

- 1 = Low Risk (Strong performance, stable operations)
- 3 = Moderate Risk (Some concerns or gaps identified)
- 5 = High Risk (Significant issues or repeated findings)

Total Risk Score = Sum of all category scores

Risk Level:

- Low: 5–10
- Moderate: 11–17
- High: 18–25

Category	Criteria	Score (1–5)	Comments / Evidence
1. Financial History & Stability	Stability of funding, financial statements, ability to meet match requirements, timeliness of billing, absence of major cash flow issues.		
2. Internal Control Systems	Existence of clear policies/procedures, segregation of duties, time coding, purchasing controls, oversight mechanisms.		
3. Past Audit Findings / Monitoring Results	History of clean audits, response to findings, unresolved deficiencies, frequency/severity of prior issues.		
4. Staff Experience & Turnover	Tenure and qualifications of key personnel, turnover rates, availability of trained fiscal and program staff.		
5. Program Performance History	Consistency in meeting contractual goals, quality of service delivery, timeliness of reporting, client satisfaction, innovation and problem-solving.		

Corrective Action Plan (CAP)

Policy Area: Subrecipient Monitoring and Compliance

Subcontractor/Agency: _____

Contract Term: _____

Date CAP Issued: _____

CAP Due Date: _____

Follow-Up Review Date: _____

Purpose

This Corrective Action Plan (CAP) template is used when monitoring or audit activities identify deficiencies, findings, or areas of noncompliance. The CAP documents the issue, required corrective measures, responsible parties, and timelines to ensure resolution and prevent recurrence. All subcontractors are required to submit a completed CAP within the specified timeframe.

Finding Information

Monitoring Report Reference	Finding/Deficiency	Regulatory/Contract Citation
e.g., FY25 Site Visit, p.3	Missing documentation for match reporting	2 CFR § 200.306; Contract § IV.B

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Occupational Health and Safety /Back Safety
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of San Juan County Area Agency on Aging that our senior centers follow the San Juan County policy in regards to Occupational Health & Safety

No job is so important and no service so urgent that time cannot be taken to perform work safely. Equipment, materials and operations must be understood before they are utilized. It is the intent of the County to comply with all applicable rules and regulations pertaining to the Occupation Safety and Health Act (OSHA) as established under federal law or state law. To that end, San Juan County has instituted a Comprehensive Health and Safety Program and its provisions are found in a separate manual entitled, "San Juan County Comprehensive Health and Safety Program, for Compliance with OSHA General Rules and Regulations."

Proper Lifting Techniques

Safe lifting involves:

- Standing as close to the load as possible
- Planting your feet shoulder-width apart with one foot slightly ahead of the other
- Bending at the hips and knees only until you're deep in a squatting position
- Keeping your head up and straight with your shoulders back to keep your back straight
- Holding the load close to your body at waist height
- Engaging your core muscles as you push against the ground and straighten your legs

Here are a few essential don'ts to keep in mind for good lifting ergonomics:

- Never twist your torso while lifting. Stay "nose between your toes."
- Never lift a heavy item above shoulder level.
- Never carry a load that obstructs your vision.
- Never hold your breath while lifting, moving, and setting the load down.

Carrying Heavy Things Safely

As you carry the load to its destination, you want to maintain good ergonomics.

That means:

- Holding the load as close to your body as possible, level with your belly button
- Keeping your shoulders in line with your hips as you move – don't twist your trunk
- Changing direction with your feet and leading with your hips
- Taking small steps and keeping a good grip with all your fingers

Setting Down Heavy Things Safely

Setting down a heavy object is just as dangerous as picking it up. You'll want to reverse the lifting process, following the same ergonomic lifting principles:

- Keep the load close to your body and your back straight or slightly arched
- Squat down, bending only at the knees and hips
- Tighten your stomach muscles (engage your core) as you lower yourself
- Kneel on one knee if necessary
- Remember not to rush the lifting process and to carry a heavy load. Also, keep in mind that the most dangerous lifting tasks are repetitive and for sustained periods. You need to monitor your exertion level and take breaks. Stop before you become too tired to lift safely.

Safe Lifting and Carrying Practices Training Sheet

Proper Lifting Techniques

- Stand close to the load
- Feet shoulder-width apart, one foot slightly ahead
Bend at hips and knees (not your back)
- Keep head up, shoulders back, and back straight
- Hold the load close to your body at waist height
- Engage your core, push through legs to lift

Don'ts:

- Don't twist your torso ("Keep nose between your toes")
- Don't lift heavy items above shoulder level
- Don't carry loads that block your vision
- Don't hold your breath while lifting

Carrying Heavy Objects Safely

- Hold load close to body at belly button level
- Keep shoulders aligned with hips – no twisting
- Turn using feet, lead with hips
- Take small steps and maintain a solid grip

Setting Down Heavy Objects Safely

- Keep load close to body, back straight or slightly arched
- Squat by bending at knees and hips
- Engage core muscles while lowering
- Use one knee if necessary for stability
- Take your time – avoid rushing or repetitive overexertion

Key Reminders

Take breaks during repetitive lifting tasks.

Monitor your exertion level and stop before you are too tired to lift safely.

Protect yourself and others by working with safety first in mind.

Employee Acknowledgment

I acknowledge that I have reviewed and understand the San Juan County Area Agency on Aging Occupational Health & Safety Policy and lifting/carrying safety guidelines.

Signature: _____ Date: _____

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Online Senior Center Activities
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of San Juan County Area Agency on Aging that the Online Senior Center Program is a program that provides pre-scheduled activities to individuals who have registered to join the activities. This offers participants a chance to connect with others and helps to reduce loneliness.

Due to staff availability, there is a requirement of 10 or more participants to be signed up for a class before the course is scheduled.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Second/Third Meals Plate Leftovers
Effective Date:	2026
Revised Date:	
Policy	

This policy establishes clear guidelines for second/third meals, plate leftovers, and unused prepared food in San Juan County Senior Centers. It ensures compliance with food safety codes, consistency in service delivery, and responsible stewardship of limited federal, state, and county resources.

Second/Third Meals

- Participants may request a second or third meal only if it is a full packaged meal prepared in accordance with established nutrition and food safety standards.
- Each second or third meal carries the same suggested contribution as the first meal.
- Distribution of additional meals is subject to food availability and program resources. Meals will not be held or guaranteed in advance.

Leftovers from Plates

- Participants may take home leftovers from their own plate only if this complies with local and state food safety codes.
- Budgetary Constraint: Due to funding reductions and budget cut requests at the federal, state, and county levels, San Juan County Senior Centers will not provide to-go containers.
- Clients wishing to take food home must bring their own clean, food-safe containers for packaging. Staff are not responsible for cleaning or supplying containers.

Food Safety Disclaimer

The following disclaimer must be posted at the entrance and serving line in each Senior Center:

“For Your Safety: Food removed from this center must be kept hot or refrigerated promptly. We cannot be responsible for illness or problems caused by improperly handled food.”

Unused Prepared Food

All unused prepared food must be handled according to health regulations:

- Refrigerate or freeze immediately after service to maintain safe temperatures.
- May be safely incorporated into future meals only in compliance with local health codes and guidelines.
- Food that has been served to participants or left out of temperature control may not be reused under any circumstances.

Serving Size Guidelines

- All meals must follow established portion size requirements to ensure nutritional compliance and fairness for all participants.
- Staff and volunteers must receive annual training on proper portion control and serving techniques to ensure consistency across all centers. (See Serving Size Policy and training guide)

Food Safety Notice

“For Your Safety: food removed from this center must be kept hot or refrigerated promptly.

We cannot be responsible for illness or problems caused by improperly handled food.”

Food Handling Reminder



Hot Foods must be kept hot (above 140°F).



Cold Foods must be kept cold (below 41°F).



Do not leave food out for more than 2 hours.



Your safety is our top priority. Please help us keep meals safe by handling them properly at home.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Temperature checks
Effective Date:	May, 2020
Revised Date:	2026
Policy	

The purpose of this policy is to ensure that all food prepared and served through the San Juan County Senior Centers and Home-Delivered Meal programs meets required food safety standards. Proper temperature control prevents foodborne illness and ensures compliance with County, State, and Federal health regulations.

It is the policy of the San Juan County Area Agency on Aging that all food temperatures must be checked and documented at specific intervals during preparation, service, and delivery. These requirements apply to Congregate Meals and Home-Delivered Meals.

Required Temperature Checks

- Before Serving (Immediately After Preparation)
 - Hot foods must be 165°F or higher.
 - Cold foods must be 41°F or lower.
- After Meal Service / Return
- Temperatures of returned hot and cold foods must be checked.
- Any food not within safe temperature ranges must be discarded immediately.

Ongoing Temperature Maintenance

- Hot Foods: Must remain at 140°F or above from preparation through completion of service.
- Cold Foods: Must remain at 40°F or below from initial service through completion of service.

- Internal Cooking Temperatures:
- Beef: 155°F
- Poultry: 165°F
- Pork: 165°F

Refrigeration Cooling Requirements for Hot Food:

- Must cool to 70°F within 2 hours, and to 45°F or below within the following 2 hours.
- The total cooling period shall not exceed 4 hours.

Thermometer Calibration

- All food thermometers must be calibrated bi-weekly.
- Acceptable methods include:
 - Ice water test (should read 32°F)
 - Boiling water test (should read 212°F)
- Calibration checks must be documented on the Thermometer Calibration Log.

HotShot Vehicle Requirements

- All HotShot delivery vehicles must be equipped with functioning thermometers to monitor food temperatures during transport.
- Drivers are responsible for checking and documenting food temperatures in HotShot vehicles at the start and end of delivery.

Reporting Requirements

- All temperature checks must be documented using the current reporting system or software designated by the San Juan County Area Agency on Aging.
- Logs must be maintained at each Senior Center and available for review during audits or health inspections.

Responsibilities

- Senior Center Staff: Responsible for performing and recording all temperature checks.
- Drivers/Delivery Staff: Responsible for monitoring food temperatures during delivery, including HotShot vehicles.
- Senior Center Directors: Responsible for oversight, ensuring logs are complete, thermometers are calibrated, and faulty thermometers are replaced immediately.

[illegible]

[illegible]

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Time Clock
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of San Juan County Area Agency on Aging (SJCAAA) to ensure accurate and complete reporting of employee work hours in compliance with County timekeeping, payroll, and audit standards. This policy outlines employee responsibilities for clocking in/out, reporting time worked, and submitting accurate timesheets.

Timekeeping Requirements

- All employees are responsible for clocking in and out daily using the County-designated Timekeeper system or any successor system/software.
- If the electronic system is unavailable, employees must maintain a written record of daily start/end times and meal breaks, to be entered once the system is restored.
- Supervisors must approve and process any adjustments to an employee's timesheet.

For Full Time Employees Weekly Work Hours & Time-Off Requests

- Each work week should total 40 hours.
- If weekly recorded time is under 40 hours:
- Employees must submit a time-off request in the system.
- The order of use is:
- Overtime accruals first
- Vacation leave
- Sick leave (for sick purposes only)

- Employees must ensure time-off requests are submitted before payroll deadlines.

Overtime & Pay Periods

- Overtime does not begin until the end of the full pay period.
- Additional hours worked in one week will not roll into overtime if the total for the two-week pay period does not exceed 80 hours.
- Employees may be required to adjust schedules or submit leave requests to maintain compliance with time reporting.

Exempt Employees

- Exempt employees are required to submit requests for any time off taken during each pay period, regardless of hours worked.

Holiday & Special Pay

- Holiday pay is automatically included in the Timekeeper system.
- Additional pay for snow days, emergency closures, or extra holidays will be communicated by Administration with instructions for proper recording.

Payroll Submission Deadlines

- All timesheets must be completed and submitted before 12:00 p.m. on the Monday payroll is due.
- Employees who will be absent on payroll day must ensure their time is accurate and submitted before the cutoff.
- Supervisors are responsible for ensuring their staff complete and submit payroll on time.
- Employees are responsible for the accuracy of their timesheets.
- Repeated failure to comply with timekeeping requirements may result in corrective action.
- This policy will be updated if changes are made to the County's designated timekeeping or payroll systems.

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Meal Preparation
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of the San Juan County Area Agency on Aging (SJCAA) that all staff members at senior centers have a duty to be good stewards of county funds and county-purchased items. Staff must be mindful of food costs, avoid waste, and ensure that resources are used only for their intended purpose in compliance with federal, state, and county guidelines.

Home-Delivered Meals

- **Exact Meal Counts:** On Home-Delivered Meal days, kitchen staff will prepare only the exact number of meals required based on the official Home-Delivered Meal list.
- **No Extra Meals:** Under no circumstances should additional meals be prepared beyond the required number. Preparing extra meals constitutes misuse of county funds.
- **Missed Deliveries:** If a Home-Delivered Meal client is not home on the day of delivery, the meal intended for that client shall be handed out to the next person on the delivery route. This procedure allows that client to receive two meals (the scheduled meal and the unused meal) in order to eliminate waste.

Congregate Meals

- **Meal Estimates:** On Congregate Meal days, it is recognized that exact meal counts may not always be possible due to the nature of walk-in participation.
- **Authority to Cook Additional Meals:** Only the Center Director or the Aging Director has the discretion to authorize preparing more meals than originally planned for that day.

Serving Sizes

- **Standard Portions:** All meals must be served according to USDA and DAAS nutrition guidelines and follow established portion sizes for each food group (e.g., protein, grain, vegetable, fruit, dairy).
- **Consistency:** Staff are required to use standardized serving utensils (e.g., scoops, ladles, measuring cups) to ensure portion control.
- **Waste Prevention:** Over-serving is considered wasteful and inconsistent with stewardship of county funds. (Please see county serving size training sheet)

Training

- **Annual Training Requirement:** All kitchen and serving staff must participate in yearly training on meal preparation, portion sizes, and cost stewardship.
- **Documentation:** Training completion will be documented and maintained by the Aging Director's office as part of compliance records.

San Juan County Senior Centers Serving Size Training Sheet for Older Adults

Why Serving Sizes Matter

- Ensures nutritional balance for older adults
- Prevents waste and food shortages
- Keeps meals consistent and fair across all participants
- Supports compliance with Title III Nutrition Program standards

Standard Serving Sizes (Per Meal Component)

Protein (Meat, Fish, Poultry, Eggs, Beans)

- **3 ounces cooked (about the size of a deck of cards or the palm of a hand)**
- **Example: 1 chicken breast, 2 eggs, or ½ cup beans**

Vegetables

- ½ cup cooked vegetables
- 1 cup raw leafy greens
- Visual: about the size of a fist

Fruits

- ½ cup fresh, canned, or cooked fruit
- 1 small whole fruit (apple, orange, banana)
- Visual: about the size of a tennis ball

Grains / Starches (Bread, Pasta, Rice, Potatoes)

- 1 slice bread
- ½ cup cooked pasta, rice, or potatoes
- Visual: about the size of a computer mouse

Dairy (Milk, Yogurt, Cheese)

- 1 cup milk or yogurt
- 1½–2 ounces cheese (about the size of 2 dice)

Fats & Oils

- 1 teaspoon butter, oil, or margarine
- Visual: about the tip of a thumb

Desserts / Extras (if offered)

- Small portion, aligned with nutrition goals
- Example: ½ cup pudding, 1 small cookie

Portion Control Tips for Staff

- Use standard scoops, ladles, and serving spoons (color-coded if available).
- Always serve the same portion size to each participant.
- Do not “heap” or “short” — level scoops provide consistency.
- Follow menus as planned; do not substitute without approval.
- Check meals before delivery to ensure all required components are included.

Quick Visual Guide

 Protein = palm of hand

 Veggies = fist

 Fruit = tennis ball

 Grain = computer mouse

 Cheese = 2 dice

 Fats = tip of thumb

 Remember: Older adults may eat less, but still need balanced nutrition to stay healthy and independent. Serving sizes help make every meal count!

By signing below, I agree to comply with this policy

Employee Name (Print): _____

Employee Signature: _____

Date: _____

Supervisor Name (Print): _____

Supervisor Signature: _____

Date: _____

SAN JUAN COUNTY AREA AGENCY ON AGING	
Policy and Procedures	
Policy Title:	Menus
Effective Date:	May, 2020
Revised Date:	2026
Policy	

It is the policy of the San Juan County Area Agency on Aging (SJAAA) to establish consistent standards for menu planning, reporting, and cost accounting across all Senior Centers (Blanding, Bluff, La Sal, and Monticello). This policy ensures compliance with the Older Americans Act (OAA), the Dietary Guidelines for Americans (DGA), and state program requirements.

Menu Requirements

- All menus must comply with the Dietary Guidelines for Americans (DGA) and reflect appropriate serving sizes for older adults.
- Menus must provide balanced nutrition that meets the needs of the senior population served.
- Each center is required to complete one quarterly menu calendar using the standard format provided. Calendars must be submitted according to the schedule established by SJAAA staff for nutritionist approval.
- Center staff must use the monthly lunch calendar template to enter menu suggestions.
- To promote balanced meals:
 - Protein ($\frac{1}{4}$ of the plate): Include varied sources such as chicken, turkey, beef, pork, fish, eggs, tofu, beans, lentils, or low-sodium cottage cheese/Greek yogurt. Avoid repeating the same protein type more than 2 days per week.
 - Fruits & Vegetables ($\frac{1}{2}$ of the plate): Aim for colorful variety (leafy greens, carrots, berries, etc.). Use fresh, frozen, or canned (low sodium/packed in juice).

- Whole Grains ($\frac{1}{4}$ of the plate): Options include brown rice, oatmeal, quinoa, whole wheat bread/pasta, barley, or farro.
- Dairy or Alternatives: Yogurt, cheese, or other calcium/vitamin D-rich options.

Menu Changes:

- Approved menus: directors may rearrange meals within a single week but may not substitute meals across weeks.
- Any requests for changes must be made only by the Senior Center Director and initialed.
- A copy of the changed menu must be emailed to the SJAAA Director for submittal to the Nutritionist for review and approval.
- Menus cannot be changed until approval is given by the nutritionist.

Reporting Requirements

- SJCAAA must submit monthly/quarterly reports to the State Nutritionist using DRI to ensure compliance with nutritional standards.
- Report will include:
 - Nutritionist Approval of DRI for meals served per month/quarter
 - Yearly training sheets signed off by employees on serving size training.

San Juan County Senior Services
Nutritionist Menu Approval Sign-Off Sheet

Agency Name: _____

Month/Year: _____

Menu Period Covered (Dates): _____

Statement of Review

I hereby certify that I have reviewed the attached menu(s) for the above-listed Agency. The menu(s) has been analyzed in accordance with the State of Utah Dietary Reference Intake (DRI) requirements and meets the nutritional adequacy standards established by the Utah Department of Health & Human Services and the Older Americans Act.

All meals comply with the Dietary Guidelines for Americans (DGA), and provide appropriate nutritional balance for older adults as outlined in the State of Utah DRI Chart.

Nutritionist Approval

Reviewed By (Printed Name): _____

Professional Title/Certification: _____

Signature: _____ Date: _____

Agency Use Only

- ☐ Approved – Meets all requirements
☐ Approved with noted modifications (see attached comments)
☐ Not Approved – Resubmission required

Comments/Notes:

Monday	Tuesday	Wednesday	Thursday	Friday
Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:
Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:	Main: Side: Side: Fruit/Dessert:
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Open-End Lease Schedule

The following vehicle is hereby added to the Master Lease Agreement Open-End Lease dated 1/4/2017, (the “**Master Lease Agreement**”) between The Bancorp Bank, National Association (formerly known as the The Bancorp Bank) (Lessor) and San Juan County (Lessee).

Date: 11/20/2025

Customer #16683
Unit #

Year, Make & Model	Garaging Address
2025 Ford Bronco	297 South Main Street MONTICELLO UT 84535 San Juan County
VIN	
1FMDE7BH5SLB14846	

Exterior Color	Interior Color	Optional Equipment	State of Registration	Est. Mileage Allowance
Azure Gray			UT	20,000 Year

Term & Frequency	3Annual	Security Deposit	\$0.00
Base Payment	\$10,457.21	Down Payment	\$0.00
Sales / Use Tax	\$0.00	Termination Value	\$24,500.00
Total Monthly Payment	\$10,457.21	Estimated Initial Tax & Tags	Billed Additional
Interim Rent	\$0.00		

Additional Terms and Conditions:

Lessee	San Juan County	Signature	
		Title	
Signature			
Title		Lessor	The Bancorp Bank, National Association
Signature		Signature	
Title		Title	

Group Insurance Plan Application

The Guardian Life Insurance Company Of America
domiciled in the State of New York
And its Affiliates and Subsidiaries
10 Hudson Yards, New York, NY 10001



Section 1. Requested coverage



Review the information below carefully before completing this application. If anything is incorrect, please contact us and ask for an updated application.

Applicant

San Juan County
117 South Main #202,
Monticello , UT 84535
SIC Code: 8062

Coverage

- Critical Illness
- Hospital Indemnity
- Accident



Section 2. Business details

Types of Organization:

- ☐ Corporation
 ☐ Proprietorship
 ☐ LLC
 ☐ Partnership
 ☐ S Corp
 ☒ Other

Tax ID number

876000305

If 'Other', please specify

GOVERNMENT

What is the nature of your business?

General medical & surgical hospitals

Date established (MM/DD/YY)

MM/DD/2008

Has your group ever filed, or is in the process of filing, for Chapter 7 or 11 bankruptcy?

- ☐ Yes
 ☒ No

Has your group or any of its affiliates ever been covered for group insurance with Guardian?

- ☐ Yes
 ☒ No



If 'Yes', please provide:

Group or Affiliate Name (If different)

Plan Number



Section 2. Business details (continued)

Item 11.



Section 3. Health-related details



The questions below relate to any members that will be insured. This doesn't include family members. Please answer to the best of your knowledge, and provide additional details for any 'Yes' responses on a separate sheet. Do not disclose the names of any members here.

Are any members currently not actively working?



If 'Yes', please complete the supplemental **Actively at Work Statement**.

Actively working means a member is performing the major duties of their regular job and working the required number of hours at the location you require.

☐ Yes ☒ No



Section 4. Agreement

Insurance Broker Representation

It's understood that no broker has power on behalf of Guardian, or any other company listed on the first page of this application, to make or modify any request or application for insurance, or to bind said Company(ies) by making any promise or representation or by giving and receiving any information.

Acceptance of Plan

It's understood that no insurance will be effective until the plan is accepted in writing by Guardian or any of its affiliates. No contract of insurance is to be implied in any way on the basis of the completion and submission of this application. Upon acceptance, this application will be attached to and made part of the Group Insurance Policy.

FRAUD WARNING

Any person, who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any materially false information, or conceals for purpose of misleading information concerning any fact material hereto, commits a fraudulent insurance act, which is a crime, and may also be subject to civil penalties, or denial of insurance benefits.

The undersigned applicant certifies that to the best of their knowledge and belief, all of the responses given are true, correct and complete. The applicant understands that a false statement or misrepresentation in the application may result in loss of coverage in the policy, the rescission of the policy, or a revision of the rates quoted.



Section 5. Signatures

I have reviewed the statements made by me on this application, and they are true and complete to the best of my knowledge and belief. By my signature below, I am endorsing the Guardian plan of insurance.



Business officer, partner, or Proprietor

Title

Date (MM/DD/YY)



Witness

Title

Date (MM/DD/YY)

Group Plan Number 00089079

Requested Effective Date 01/01/2026

- PLEASE FOLLOW YOUR STATE'S GUIDANCE

The state in which you reside may have a state-specific fraud warning. Refer to the fraud warning statements, and carefully read any warning that is relevant to you.

Fraud warning statements

The laws of several states require the following statements to appear.
Please check carefully and read your state's warning if listed.

Alabama: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

Arkansas: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

California: For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

District of Columbia: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kansas: Any person who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any materially false information, or conceals for purpose of misleading information concerning any fact material hereto, may be guilty of committing a fraudulent insurance act as determined by a court of law, which may be a crime, and may also be subject to civil penalties, or denial of insurance benefits.

Kentucky: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

Louisiana: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinements in prison.

Maine: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefit.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Missouri: Any person who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any knowingly false information, or conceals for purpose of misleading information concerning any fact material hereto, commits a fraudulent insurance act, which is a crime, and may also be subject to civil penalties, or denial of insurance benefits subject to the conditions/provisions of the policy.

New Jersey: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

New Mexico: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

New York: The laws of New York require the following statement appear: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation. (Does not apply to Life Insurance.)

Ohio: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Oklahoma: WARNING: Any person who knowingly, and with the intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Oregon: Any person who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any materially false information, or conceals for purpose of misleading information concerning any fact material hereto, may be committing a fraudulent insurance act, and may be subject to civil penalties, or denial of insurance benefits.

Pennsylvania: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Rhode Island: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Tennessee and Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

Vermont: Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to the penalties under state law.

Virginia: Any person who, with the intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.



Company Name Sa

Group Number 00

Guardian requires at least one person to be responsible for managing the group's internal company employment.

List AAA(s) who will control the group's access to the group.

Authorized Approver Name(s)

Tranner St

MACK MCDONALD

In addition to the Authorized Approver(s), list the names of all individuals who will have access to the group.

This is for individuals at

List additional plan administrators.

Additional Administrator

Guardian will pre-register the group. Individuals added or changed after registration will be added to the group.

Each individual pre-registered must be at least 18 years old.

SIGNATURE AND ATTESTATION

By signing below, you agree to provide access and ensuring that certain state and federal privacy laws ("Administrative Systems") are followed. As such you agree to provide Administrative Systems to the Administrative Systems or the Administrative System materials and related documentation by providing Guardian with the necessary information. Guardian understands the

By: _____
Signature, Company Name



11/17/2025

Allstate
1776 American Heritage Life Drive
Jacksonville, FL 32224

To Whom it May Concern,

We regret to inform you that due to the competitive nature of the quotes provided on behalf of San Juan County – San Juan County has elected to change to another carrier. Therefore, effective midnight **December 31, 2025**, the following insurance programs will discontinue with Allstate:

Allstate - #25914 and 93294-25914

- **Accident**
- **Critical Illness**
- **Hospital**

We appreciate the benefits and services you have offered to our employees. If you have any questions or concerns regarding our decision, please feel free to contact Joe DeLisis at (801) 244-7573.

Sincerely,

Commissioner
San Juan County

CC:

Joe DeLisis, GBS Benefits, Inc.



COMMISSION STAFF REPORT

MEETING DATE: December 2, 2025

SUBMITTED BY: Tammy Gallegos, Aging Director

TITLE: Consideration and Approval for Service Missionary Volunteer Memorandum of Understanding with The Church of Jesus Christ Of Latter-day Saints

RECOMMENDATION: Approval

SUMMARY

This item requests consideration and approval of a Service Missionary Volunteer Memorandum of Understanding between San Juan County and The Church of Jesus Christ of Latter-day Saints. The agreement would allow service missionary volunteers to assist at the county's senior centers, supporting daily operations, meal service, activities, and other needs as appropriate. The MOU outlines responsibilities, expectations, and protections for both parties, ensuring a structured and safe volunteer partnership that enhances services provided to older adults in San Juan County.

HISTORY/PAST ACTION

None

FISCAL IMPACT

None

Please list the Service Missionary Adviser Name and Church Email

Government agency or organization

Service Missionary Volunteer Memorandum of Understanding Government Agencies—United States of America

We value your contribution to our community and want to assist in your charitable mission by making available missionaries of The Church of Jesus Christ of Latter-day Saints willing to volunteer their time without compensation or benefit. In return, we ask that you provide these missionaries with meaningful service opportunities in an environment that respects their standards.

We will refer service missionaries willing to volunteer, provide them with a missionary name badge or community service identification, and provide a Church contact to facilitate ongoing communication.

You agree to:

- Provide meaningful service opportunities for each missionary.
- Train and supervise missionaries to enable them to safely perform the duties you assign.
- Provide a workplace environment that is civil, free from harassment or abuse of any kind, and respectful of the missionaries' values.
- Safeguard the confidentiality of any sensitive personal information about missionaries (for example, medical conditions) that the Church may disclose to you.
- Promptly notify the Church contact and the missionary's family in the event of any accident, injury, or medical issue.
- Maintain insurance or participate in a self-insured risk management plan as customary for your agency and operation.

Both parties recognize that some assignments require additional training or supervision. As a result, except to the extent the parties specifically agree in a Training Plan, missionaries may not engage in any of the following restricted activities:

- Interact with children or vulnerable adults
- Operate machinery, equipment, or vehicles without proper training or certification
- Handle any cash or valuables
- Render a professional opinion

This Memorandum of Understanding will continue from year to year unless terminated by either party. It does not make the parties partners, agents, joint ventures, or alter egos and can be modified only by another writing signed by the authorized representatives. You consent to allow us and our affiliated legal entities to collect and process personal and contact information from you as necessary to facilitate the service of missionaries. If you have any questions concerning our protection of personal information, you may contact our global privacy officer at dataprivacyofficer@ChurchofJesusChrist.org.

The Church of Jesus Christ of Latter-day Saints

Organization to provide service labor ("we")

Insert service organization name here ("you")

Signature of authorized agent

David Chandler

Signature of authorized agent

Printed name

50 E. North Temple St., Salt Lake City, UT 84150

Printed name

Address (City, State, ZIP)

801-353-3365

Address (City, State, ZIP)

Phone number

Phone number

tgallegos@sanjuancountyut.gov

Email

Email

Date

Date

MOU Training Plan

Training Plan for Young Service Missionaries Serving at a Government Entity

1. Professional Conduct & Workplace Etiquette

- Teach appropriate dress standards that align with both missionary guidelines and the agency's policies.
- Review expectations for punctuality, attendance, breaks, and communication with supervisors.
- Emphasize respectful interaction with employees and the public, maintaining a courteous and helpful demeanor at all times.
- Missionaries are not allowed to be left alone with the participants of the senior center.

2. Understanding Missionary Purpose in a Secular Setting

- Clarify that their purpose is to represent Jesus Christ through Christlike behavior, not through proselytizing.
- Train them to let their service, work ethic, kindness, and example be their message.
- Discuss boundaries: what is appropriate to share, and what is not permitted in a government environment.

3. Job-Specific Skills & Safety Training

- Provide hands-on instruction for the actual assignments they will perform (clerical tasks, maintenance, customer service, etc.).
- Ensure they understand safety rules, security protocols, and privacy requirements specific to the government entity.
- Review data confidentiality and the legal seriousness of protecting sensitive information.

4. Communication & Team Collaboration

- Train missionaries to communicate effectively with supervisors and coworkers—asking questions, reporting changes, and giving updates.
- Teach them how to work in teams, accept feedback, and contribute to a positive work environment.
- Emphasize active listening, patience, and humility in interactions.

5. Accountability & Self-Management

- Review expectations for tracking hours, completing assignments, and following schedules.
- Teach missionaries how to stay organized, plan their daily tasks, and follow through on commitments.
- Encourage personal responsibility: "If you see a need, fill a need."

6. Christlike Service & Personal Development

- Provide training on maintaining a spirit of service: kindness, diligence, gratitude, and respect.
- Teach them to look for quiet ways to bless others—lifting morale, supporting coworkers, and being reliable and trustworthy.



COMMISSION STAFF REPORT

MEETING DATE: December 2, 2025

SUBMITTED BY: David Gallegos, San Juan County Fire Chief

TITLE: Consideration and Approval of the 2026 San Juan County Community Wildfire Preparedness Plan (CWPP)

RECOMMENDATION: Approval

SUMMARY

This is a renewal of the San Juan County Community Wildfire Preparedness Plan, originally approved in 2018. It has been developed collaboratively with San Juan County Emergency Management, and the Local Emergency Planning Committee (LEPC).

The updated plan aligns with state requirements and incorporates ongoing mitigation projects, community education, high-risk area mapping, and coordinated strategies to reduce wildfire hazards and protect lives, property, and community values. The plan has reviewed by the LEPC and by Utah Division of Forestry, Fire and State Lands.

Several other counties have chosen to contract out their CWPP development; however, San Juan County completed this renewal internally through coordinated efforts across emergency management and fire partners.

HISTORY/PAST ACTION

Renewal of Agreement

FISCAL IMPACT

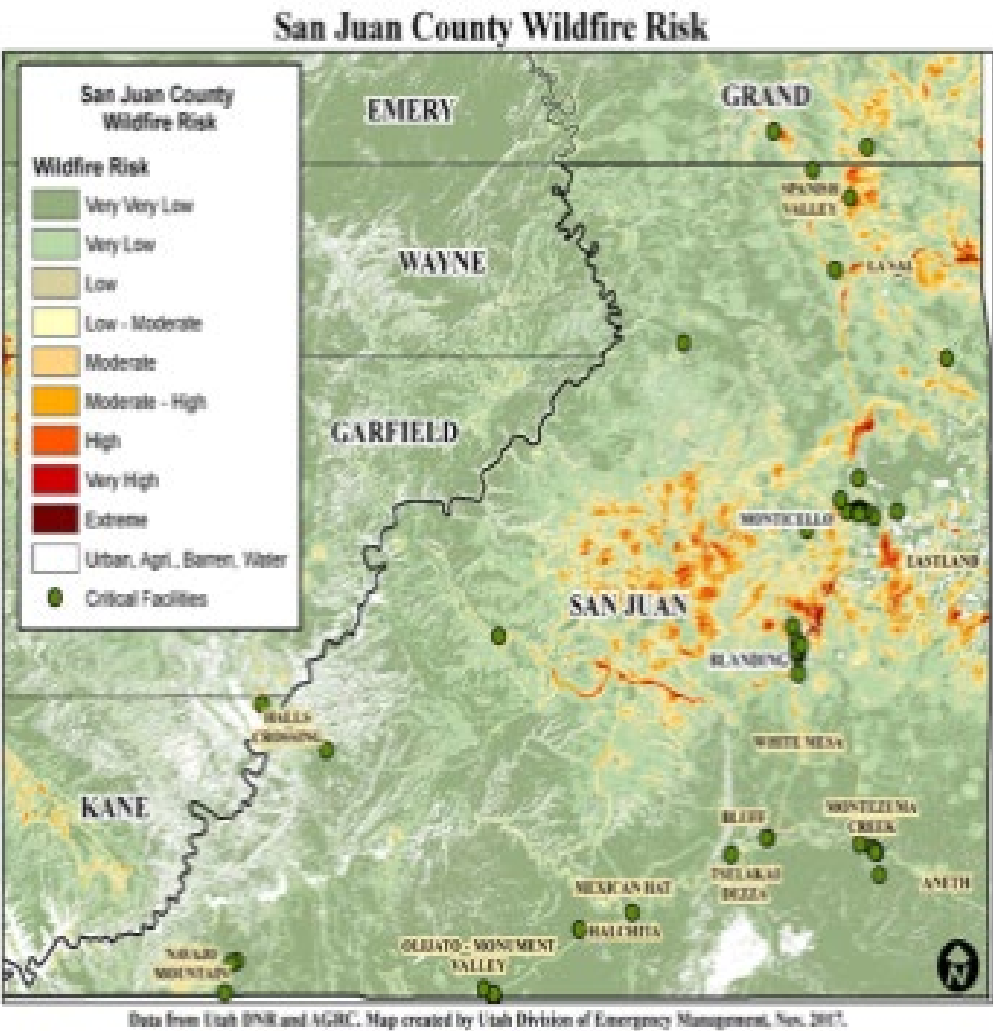
None

State of Utah

Community Wildfire Preparedness Plan

For the Wildland – Urban Interface

San Juan County



Click here and enter date _____

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Declaration and Concurrence Page

This list needs to be customized to the individual plan. Provide the names and affiliations of all cooperators. Minimum allowable signatories include one each from a state entity, a local fire department and a local government representative. Additional signatories are highly recommended to exhibit diverse collaboration. This page will then be signed by FFSL authorities after all cooperators have reviewed the plan and concur with its contents. If needed, an additional blank signature page is provided at the end of this template and should be included here.

SYLVIA STUBBS	SAN JUAN COUNTY COMMISSION CHAIR
NAME	AFFILIATION
_____	_____
SIGNATURE	DATE
_____	_____
DAVID GALLEGOS	San Juan County Fire
NAME	AFFILIATION
_____	_____
SIGNATURE	DATE
_____	_____
TAMMY GALLEGOS	San Juan County Emergency Management
NAME	AFFILIATION
_____	_____
SIGNATURE	DATE
_____	_____
DNR Forestry, Fire and State Lands Representative First and Last Name	Affiliation
NAME	AFFILIATION
_____	_____
SIGNATURE	DATE
_____	_____

Approved as to form. Tony Clinger, Assistant Attorney General. August 2023.

INTRODUCTION

Over 600 of Utah's communities have been classified as "at risk" of wildfire. The safety of the citizens of any community and the protection of private property and community infrastructure is a shared responsibility between the citizens; the owner, developer, or association; and the local, county, state and federal governments. The primary responsibility, however, remains with the local government and the citizen/property owner.

The purpose of wildfire protection planning is to...

Motivate and empower local government, communities, and property owners to organize, plan, and take action on issues impacting the safety and resilience of values at risk.

Enhance levels of fire and smoke resilience and protection to the communities and infrastructure

Identify the threat of wildland fires in the area.

Identify strategies to reduce the risks to structures, infrastructure, and commerce in the community during a wildfire.

Identify wildfire hazards, education, and mitigation actions needed to reduce risk.

Transfer practical knowledge through collaboration between stakeholders toward common goals and objectives.

Outcomes of wildfire protection planning...

Achieve the National Cohesive Wildfire Strategy Goals:

Resilient Landscaped 2. Fire Adapted Communities 3. Safe and Effective Wildfire Response

Improve community safety through:

Coordination and collaboration Public awareness and education	Fuel modification Improved fire response capabilities	Fire prevention Development of long-term strategies
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RESOURCES

To complete a wildfire protection plan for your community, consider involving the following:

Local / Primary fire protection provider Local Resource, Conservation and Development Districts Utah Division of Forestry, Fire and State Lands Utah State Fire Marshal (Dept. of Public Safety) Utah Division of Emergency Management Local fire agencies Utah Division of Air Quality	Local emergency management services USDA Forest Service U.S. Department of Interior Agencies Utah Resource Conservation Districts Utah Soil Conservation Districts Local health departments
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STATEMENT OF LIABILITY

This template provides the outline for, and specifies the information recommended, to be included in a Community Wildfire Protection Plan (CWPP) based on information currently available.

Any associated checklists, guidance documents, assessments, activities and recommendations of fire officials, including the plans and projects outlined by the community wildfire council, are made in good faith. The Utah Division of Forestry, Fire and State Lands assumes no liability and makes no guarantee regarding the level of wildfire or smoke protection resulting from completion and implementation of this plan. Wildfire may still occur despite efforts to prevent it or contain it. The intention of all decisions and actions made under this plan is to reduce the potential for, and the consequences of, wildfire.

Last revised November 2022

Completed Community Wildfire Protection Plans should be submitted to the local Area Manager or Fire Management Officer with the Utah Division of Forestry, Fire and State Lands for final concurrence.

The Community Wildfire Protection Plan should be updated regularly as it is meant to be a living document.

INSTRUCTIONS TO PREPARERS

Italicized text throughout this template indicates suggestions or instructions intended to aid the preparer. The italicized text throughout the template is intended as a guide but is not an exhaustive list of considerations. To enter your community name in the header section, double click over the header section to enter the edit mode of the header. Then click on the community field and enter your community name. When finished either click on the Close Header button in the ribbon toolbar or just double click in the middle of the page. This will update all the pages.

PLANNING OVERVIEW

Briefly describe the overall planning process that took place to complete this plan. Be sure to include:

San Juan County CWPP Planning Overview

In August 2025, San Juan County was notified that the existing CWPP was overdue for renewal. During preparation of the Pre-Disaster Mitigation (PDM) Plan in 2022–2023, the County inquired whether an updated CWPP format was available so both plans could be aligned and completed concurrently. At that time, the County was informed to wait for the updated CWPP template before revising. The CWPP update process is now underway to ensure compliance and maintain alignment with mitigation planning.

Initiation of the Planning Process

In August 2025, the San Juan County Fire Chief met with the County Emergency Manager to review the overdue plan and initiate updates. Both parties agreed to begin the structured planning process immediately.

Planning and Meeting Schedule

- September 17, 2025 – Local Emergency Planning Committee (LEPC) Meeting
 - CWPP update placed on the agenda.
 - Formal planning team development.
 - Review preliminary updates already drafted.
- October 29, 2025 – Final Planning Meeting
 - Review final draft of CWPP.
 - Finalize edits and prepare for adoption.
 - Formal adoption of the updated CWPP by the planning team.
- November 18, 2025 – County Commission Meeting
 - Present finalized CWPP to the San Juan County Commission.
 - Approval and adoption into county policy.

Risk Assessment Activities

Risk assessments for San Juan County communities will be conducted from September 2025 forward.

Assessments will include:

- Identification of high-risk areas.
- Evaluation of fire history, fuels, and topography.
- Review of mitigation measures and community preparedness levels.
- Incorporation of assessment data into the CWPP prior to final adoption.

Planning Considerations

- This is an update of the existing CWPP, not a new plan.
- Most plan updates will be completed before the September LEPC meeting.
- Only two key planning meetings are anticipated before the final plan is ready for approval.
- Since San Juan County is the largest county in the State of Utah, with diverse communities and topography, the CWPP will include individual annexes for unincorporated communities. These

annexes will provide tailored assessments, priorities, and mitigation strategies for each community while remaining aligned under the countywide CWPP framework.

Outcome

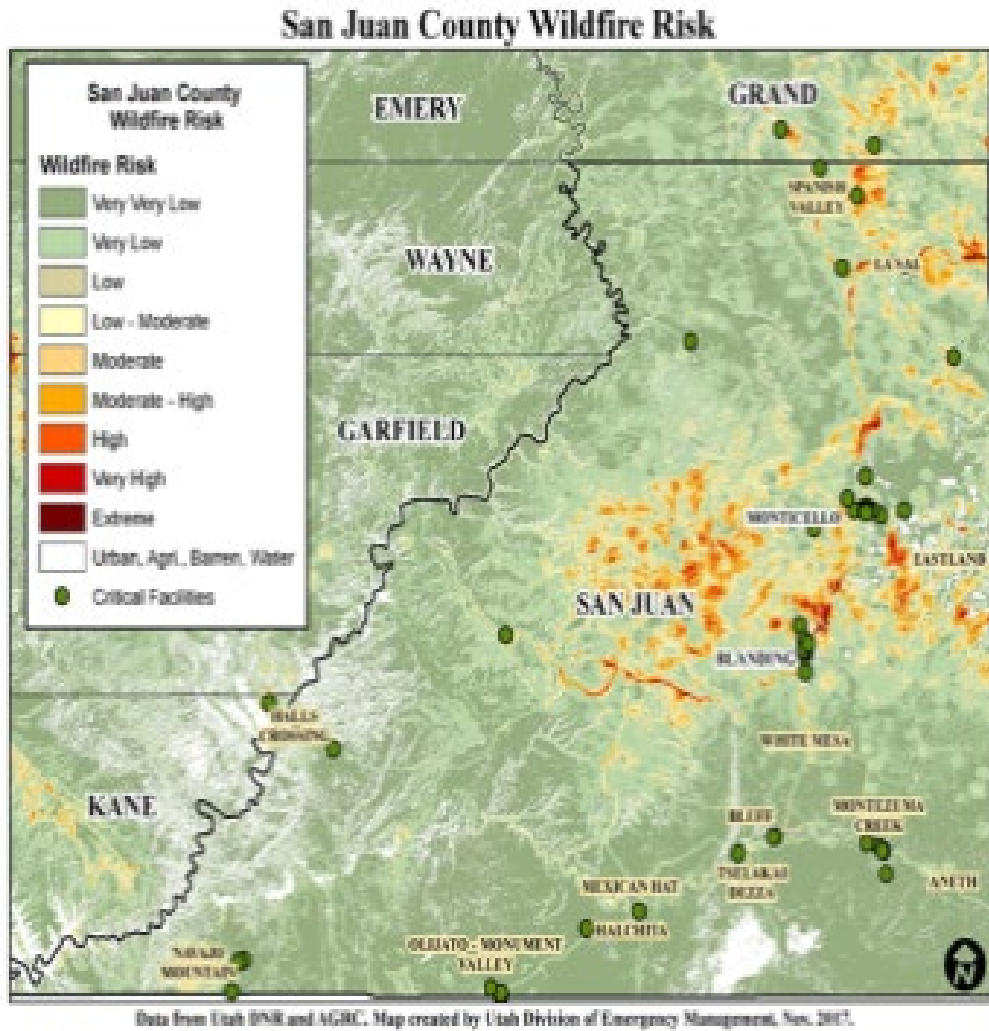
By November 2025, San Juan County will have a fully updated, commission-approved CWPP that aligns with wildfire risk reduction strategies, supports future funding and mitigation initiatives, and provides individual annexes to address the unique needs of unincorporated communities across the county.

San Juan County Preparedness Plan

PLAN OVERVIEW MAP

Area of Interest

Insert an overview map of the area of interest/community/municipality/county including a buffer of greater than 1,000 yards. Identify adjoining landowners: Federal, State or Private. Show defined WUI boundaries.



Coordinates (4 points, in Decimal Degrees)

Enter Area GPS

PART I
COMMUNITY DESCRIPTION

Spanish Valley Community Attributes
Location of Community Spanish Valley is located in the northern portion of San Juan County, Utah. To the north: the community is bordered by Grand County and the city of Moab. To the south: the valley continues into unincorporated San Juan County lands. To the east: the La Sal Mountains and Manti-La Sal National Forest (U.S. Forest Service lands) rise above the valley. To the west: the Moab Rim and Bureau of Land Management (BLM) lands define the landscape. <i>A portion of U.S. Forest Service / Utah Division of Wildlife Resources land is located to the east, within the La Sal Mountain range.</i>
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • <i>Limited collector roads to U.S. 191; several subdivisions have cul-de-sacs or dead ends.</i> • <i>Some neighborhoods lack reliable secondary evacuation routes.</i> • <i>Inconsistent, non-reflective, or missing road signage.</i> • <i>Narrow roads and cul-de-sacs without turnaround space for fire engines.</i> • <i>Roadside vegetation overgrowth limiting visibility and clearance.</i> Seasonal & Structural Issues • <i>East-side roads toward La Sal Mountains seasonally inaccessible (snow/maintenance).</i> • <i>Small bridges and ditch crossings may not be rated for heavy apparatus; load limits unposted.</i> • <i>Numerous culverts undersized, eroded, or blocked by debris—may not support fire vehicles.</i> Access Barriers • <i>Several gated subdivisions and driveways; some locked or require codes.</i> • <i>Seasonal gates on agricultural/mountain roads restrict alternate escape options.</i>
Structural Ignitability Concerns Defensible Space • Many parcels benefit from irrigated lawns, fields, and landscaping that slow fire spread. • Some subdivisions lack clearance from sagebrush and juniper, leaving direct fuel pathways. • Firewood piles, propane tanks, and ornamental plants are often too close to structures. Home Hardening • Newer homes commonly use fire-resistant roofing and stucco siding. • Older residences feature combustible wood siding, cedar shakes, and open eaves. • Common weaknesses: unscreened vents, attached wooden decks/fences, and limited non-combustible zones around homes. Topography & Layout • Canyon rim and slope-side homes face greater risk due to upslope fire behavior. • Narrow driveways and compact subdivisions limit emergency access. Condition & Location of At-Risk Structures • High Risk: Older subdivisions near dense fuels, homes on slopes or rims, little clearance. • Moderate Risk: Agricultural parcels with irrigated buffers but vulnerable outbuildings/fences.

- **Lower Risk:** Newer developments with wider spacing, fire-resistant construction, and maintained defensible space.

Summary

Wildfire risk in Spanish Valley varies widely by property type and homeowner action. Expanding defensible space, promoting home retrofits, and increasing homeowner education will substantially reduce ignitability and improve community safety.

Community Demographics	
Approximate number of homes	500–600 residential structures (mix of subdivisions, ranchettes, and dispersed rural housing)
Approximate number of lots	1,000–1,200 recorded parcels, with a portion undeveloped.
Approximate number of commercial entities	Limited within San Juan County’s section of the valley; fewer than 20 businesses, with most commercial services located north in Moab (Grand County).
Approximate number of full-time residents	1,200–1,500
Approximated number of part-time residents	300–500 (vacation homes, short-term rentals, and second homes)
Notes/comments:	

Population Concerns
Vulnerable populations may include: Older adults or those with mobility limitations Individuals with respiratory illnesses (at higher risk during prolonged smoke events) Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts) Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure			
List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.			
Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.			
Spanish Valley Special Service District (SVSSD) manages water and sewer services for parts of the community.			

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure in Spanish Valley. - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland-Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Spanish Valley properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.
Spanish Valley Special Service District (SVSSD)	- Provides water and sewer infrastructure in portions of Spanish Valley. - Water system requirements influence hydrant availability and water flow for firefighting. - Future system expansions may include capacity upgrades to support fire suppression.
Several subdivisions within Spanish Valley have restrictive covenants and homeowner association (HOA) rules, which	- Landscaping Restrictions: Some HOAs require specific plantings or limit vegetation removal, potentially conflicting with defensible space standards. - Fencing & Outbuildings: Rules on building materials or styles may not require fire-resistant construction.

may influence wildfire mitigation:	• Maintenance Standards: Enforcement varies, but covenants could either support or hinder vegetation management and fuel reduction. • Prohibitions on Certain Exterior Materials: In some areas, combustible wood fencing and siding remain common, increasing structure ignitability risk.
------------------------------------	--

PART II: RISK ASSESSMENT

Community Values at Risk
• Essential Infrastructure: Roads, utilities, and emergency access routes vulnerable to wildfire and post-fire flooding. • Water Resources: Springs, wells, and distribution systems critical for residents and agriculture at risk from fire and erosion. • Homes & Subdivisions: Moderate-high vulnerability; limited defensible space, older construction, and combustible materials increase ignitability. • Forests & Rangelands: Pinyon-juniper and sagebrush ecosystems prone to high-severity fire, threatening grazing, recreation, and watershed stability. • Cultural & Economic Assets: Tourism-driven economy tied to nearby Moab, recreation areas, and cultural heritage sites could be disrupted. • Community Collaboration Needs: Coordinated mitigation among San Juan County, Spanish Valley Special Service District (SVSSD), fire agencies, and local associations is essential for protection.

Estimated Values at Risk	
<i>Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.</i>	
Estimated values at risk of commercial and residential property	\$190-295 million
Year	2025

Insurance Rating Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities: 1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10 <i>You can contact your local fire department to find your ISO rating</i>	
ISO Fire Insurance Rating:	5-9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated

through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.
[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	9

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

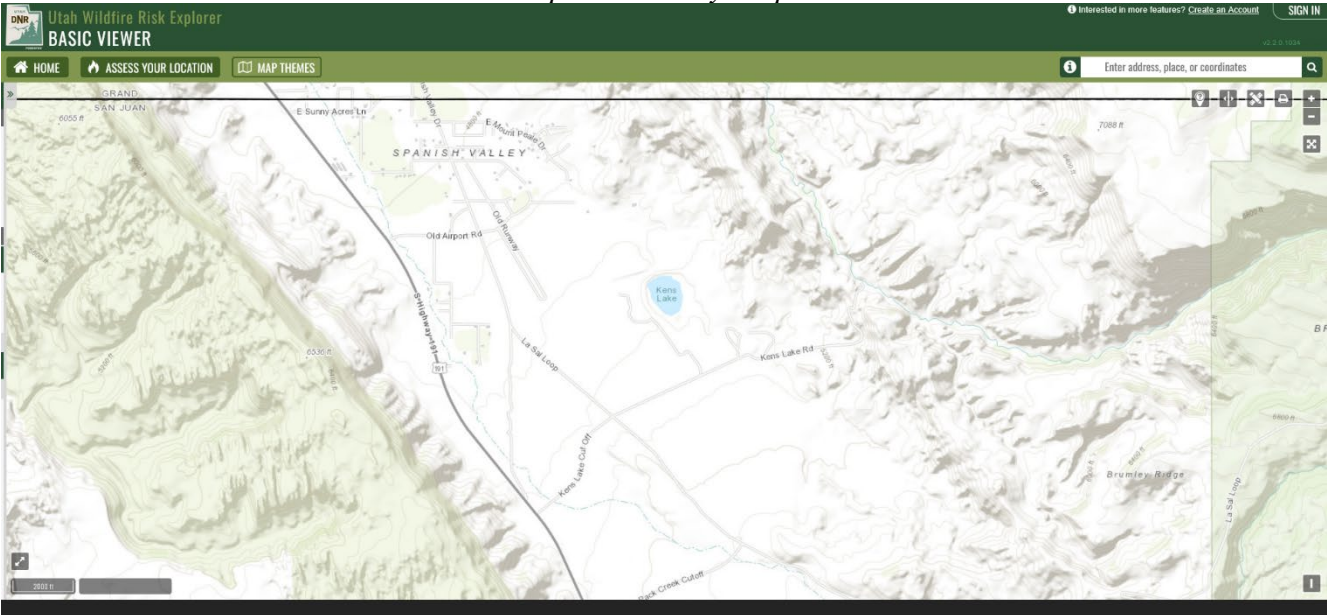
Location Specific Ignitions	Fire Occurrence Density
Water Impacts	Rate of Spread
Suppression Difficulty	Fire Effects

- **Wildfire Risk:** Elevated due to rapid development into sagebrush and pinyon-juniper fuels.
- **Ignition Locations:** Notable past ignitions near Pack Creek and canyon rim areas.
- **Water Impacts:** Drought and limited surface water restrict suppression capacity and increase post-fire erosion risks.
- **Suppression Difficulty:** Narrow access roads, dense subdivisions, and upslope terrain challenge fire response.
- **Fire Occurrence Density:** Historically lower than state averages, but rising with development and recreation use.
- **Rate of Spread:** Fuels and topography allow for rapid fire growth under wind and drought conditions.
- **Fire Effects:** High potential for loss of homes, impacts to agriculture, and degraded water quality from runoff and sedimentation.

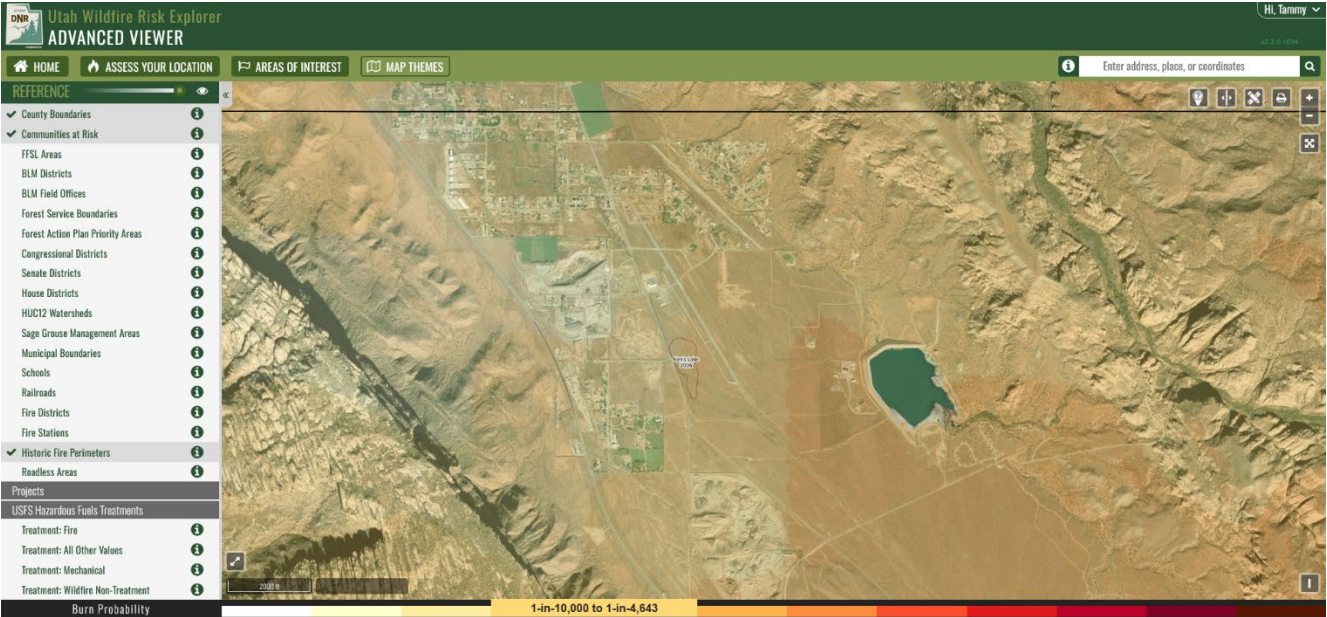
Factor	Risk Level
Wildfire Risk	High
Ignition Locations	Moderate
Water Impacts	High
Suppression Difficulty	High
Fire Occurrence Density	Moderate
Rate of Spread	High
Fire Effects	High

Please see attached

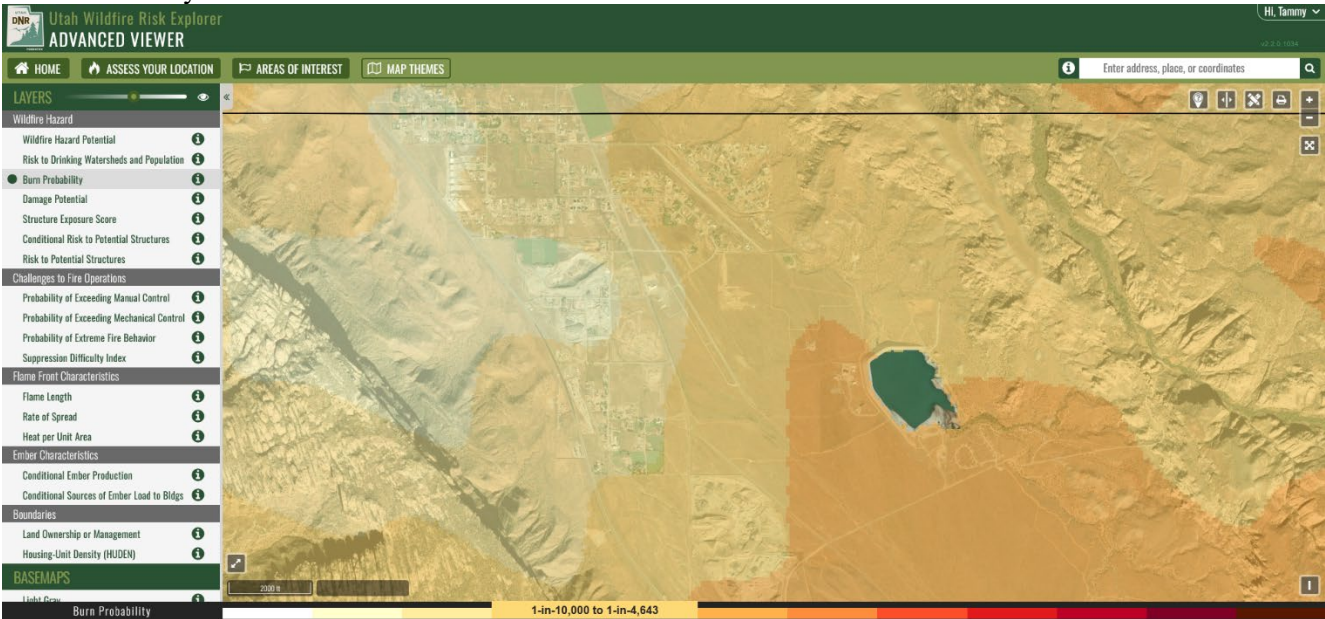
Spanish Valley Map



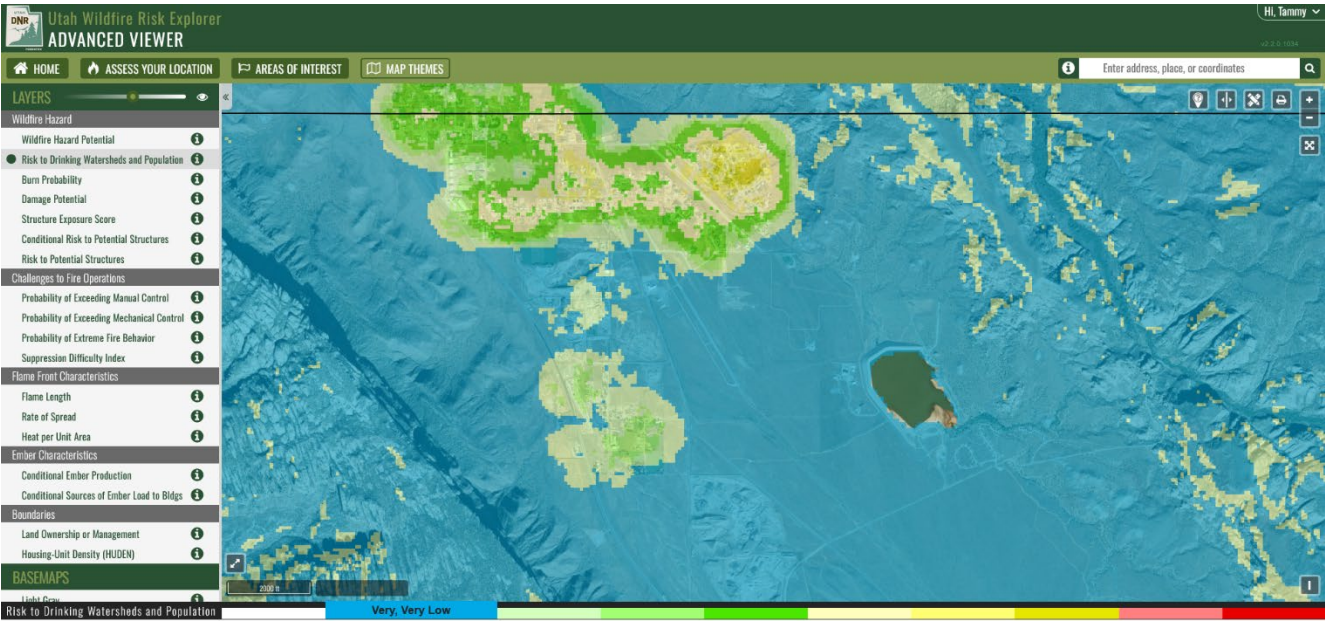
Historic Fire Perimeter



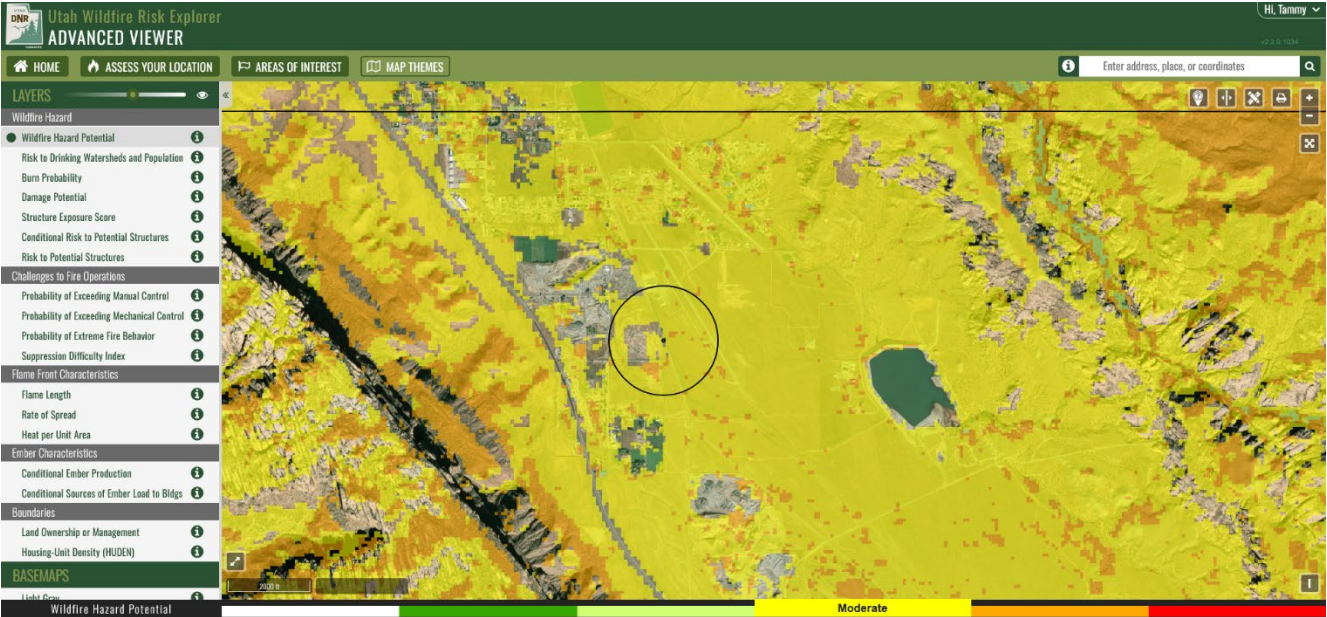
Burn Probability



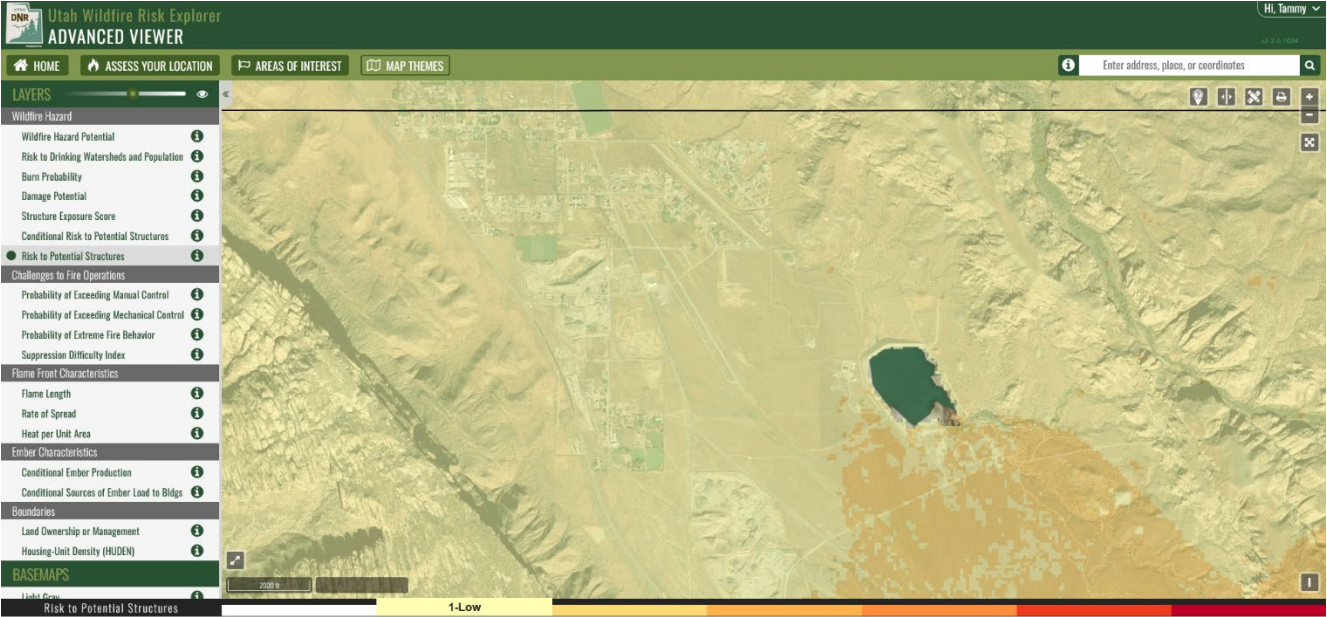
Risks to Watershed



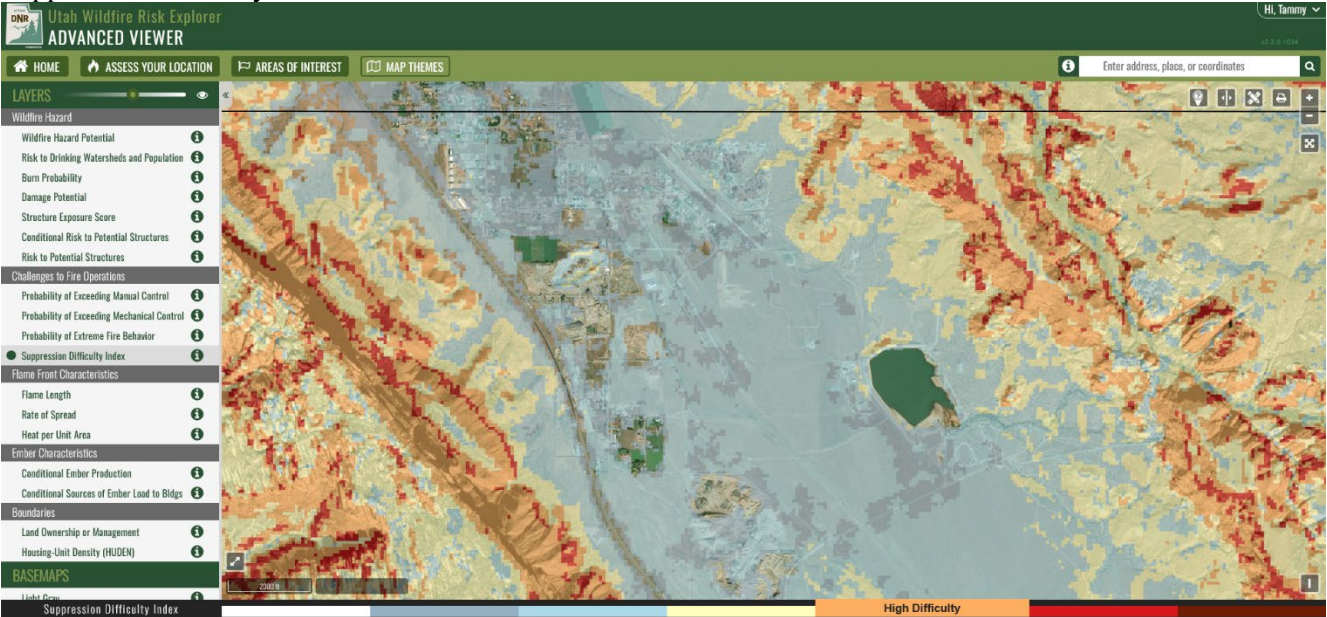
Wildfire Hazard Potential



Risk to Potential Structures



Suppression Difficulty



COMMUNITY DESCRIPTION

Pack Creek Community Attributes
Location of Community The Pack Creek community is situated in the La Sal Mountains foothills, approximately 10–15 miles southeast of Moab in San Juan County. Given the limited direct references, here’s a refined description based on regional geography: East: The community lies adjacent to the rugged terrain of the La Sal Mountains and portions of the Manti–La Sal National Forest, which includes land managed by both the U.S. Forest Service and the Utah Division of Wildlife Resources. West: The lower reaches of Pack Creek drainage lead westward toward the desert valley floor, ultimately transitioning into lands managed by the Bureau of Land Management and agricultural/private properties. South: Dense forested slopes of the La Sal Mountains rise just south of Pack Creek. North: The creek extends into the upper La Sal Loop Road and natural forested terrain that transitions toward Moab’s outskirts.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • <i>Single ingress/egress via Pack Creek Road; very limited secondary routes.</i> • <i>Several private drives and spurs end in dead ends without adequate turnaround space.</i> • <i>Inconsistent, missing, or non-reflective road signage; private lanes often unlabeled.</i> • <i>Dense roadside vegetation narrows corridors and increases fire/ember spread risk.</i> Seasonal & Structural Issues • <i>Higher elevation roads snow/ice covered in winter and prone to washouts during runoff/monsoon.</i> • <i>Bridges lack posted load ratings; some narrow or with wooden decking, unsuitable for heavy apparatus.</i> • <i>Culverts undersized, prone to debris plugging, erosion, and washouts during flooding.</i> Access Barriers • <i>Private gates not standardized for emergency access; lack of Knox Boxes or keyed-alike systems delays response.</i> • <i>Seasonal closure gates on mountain roads sometimes locked, blocking alternate evacuation routes.</i>
Structural Ignitability Concerns Defensible Space • Many homes located in dense oak brush, pinyon-juniper, and conifer stands with vegetation close to structures. • Some irrigated or mowed yards exist, but clearance is inconsistent and rarely extends 30–100 feet. • Fuel continuity between wildlands and homes is a major ignition pathway. Home Hardening • Older cabins/residences: wood siding, shake/shingle roofs, open eaves = high ember vulnerability. • Attached wooden decks, fences, and outbuildings add to combustibility. • Only a minority of newer/remodeled homes use fire-resistant materials (asphalt/metal roofs, stucco siding, screened vents). Topography & Layout • Homes built along narrow drainages and steep slopes, increasing fire spread toward structures.

- Close spacing between some homes raises risk of structure-to-structure ignition.
- At-Risk Structures (General Condition & Location)**
- **High Risk:** Older cabins near Pack Creek drainage, surrounded by heavy fuels.
 - **Moderate Risk:** Mid-elevation homes with partial clearance but combustible decks/fences.
 - **Lower Risk:** Few newer homes with irrigated defensible space and hardened construction.
- Defensible Space & Property Assessments (Estimates)**
- ~20–30% of homes have adequate defensible space per NFPA/Utah FFSL standards.
 - <10% of properties have formal wildfire risk assessments completed (mostly post-2021 fire).
 - Overall, Pack Creek remains among the most structurally vulnerable WUI communities in San Juan County.

Community Demographics

Approximate number of homes	80-100 (mix of year-round residences, cabins, and seasonal dwellings)
Approximate number of lots	120–150 recorded parcels; not all are developed.
Approximate number of commercial entities	Very limited. Pack Creek is primarily residential and recreational; there are no significant commercial districts within the community.
Approximate number of full-time residents	120–150
Approximated number of part-time residents	50–75 (second homes, short-term rentals, and seasonal cabins)

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
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Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov
Pack Creek Water Company	Scott Brown		board@packcreekwatercompany.com

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Pack Creek properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Access Routes:** Roads and driveways essential for evacuation and emergency response.
- Homes & Outbuildings:** Residential structures with varying levels of defensible space; moderate to high ignitability.
- Water Resources:** Watershed critical for local supply threatened by fire, erosion, and post-fire flooding.
- Forests & Rangelands:** Dense pinyon-juniper and mixed conifer prone to high-severity fire, impacting forest health and grazing.
- Wildlife Habitat:** Fire risk to diverse species and long-term ecological stability.
- Cultural & Economic Assets:** Recreation, tourism, and scenic values tied to Moab’s economy.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	\$33-53 million
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	8
--------	---

San Juan County Preparedness Plan

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

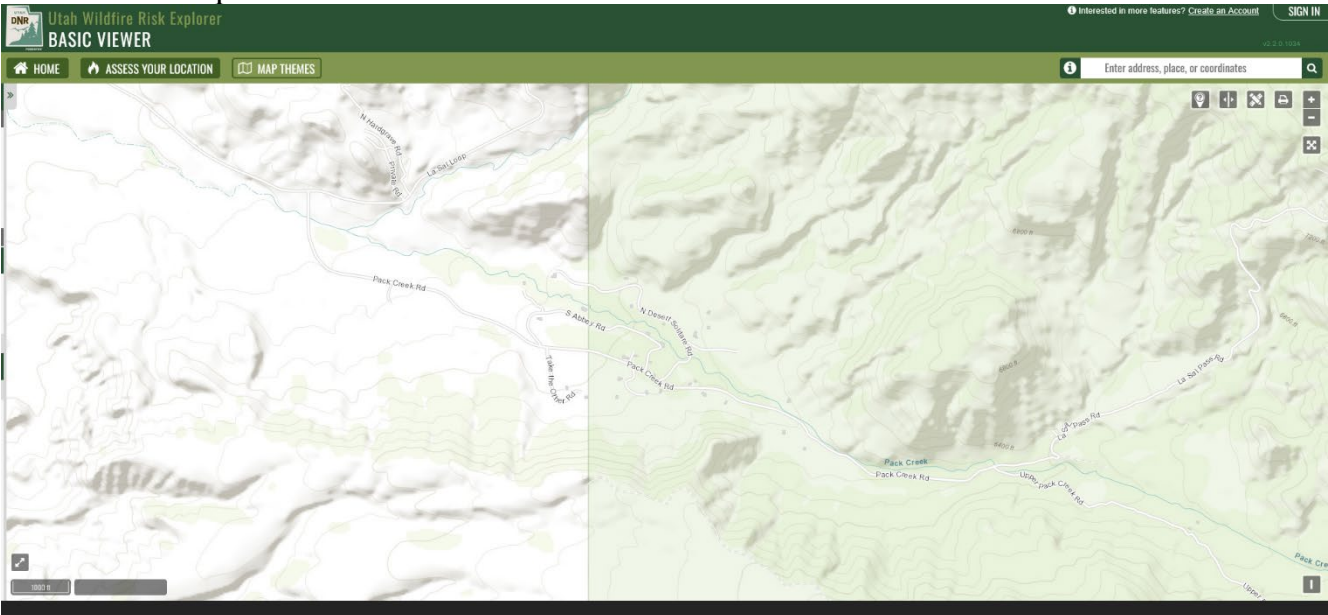
Location Specific Ignitions	Fire Occurrence Density
Water Impacts	Rate of Spread
Suppression Difficulty	Fire Effects

- **Wildfire Risk:** High, due to steep canyon terrain, dense fuels, and WUI development.
- **Ignition Locations:** Notable large ignition – 2021 Pack Creek Fire (human-caused campfire); other smaller ignitions along canyon rims and recreation areas.
- **Water Impacts:** Post-fire flooding and sedimentation threaten Pack Creek watershed and downstream water quality.
- **Suppression Difficulty:** Narrow canyon roads, steep slopes, and limited access complicate response.
- **Fire Occurrence Density:** Historically moderate, but with significant high-impact events like 2021.
- **Rate of Spread:** Accelerated upslope spread in oak brush, pinyon-juniper, and mixed conifer fuels.
- **Fire Effects:** Major threats to homes, cabins, and watershed health; increased risk of debris flows and erosion following large fires.

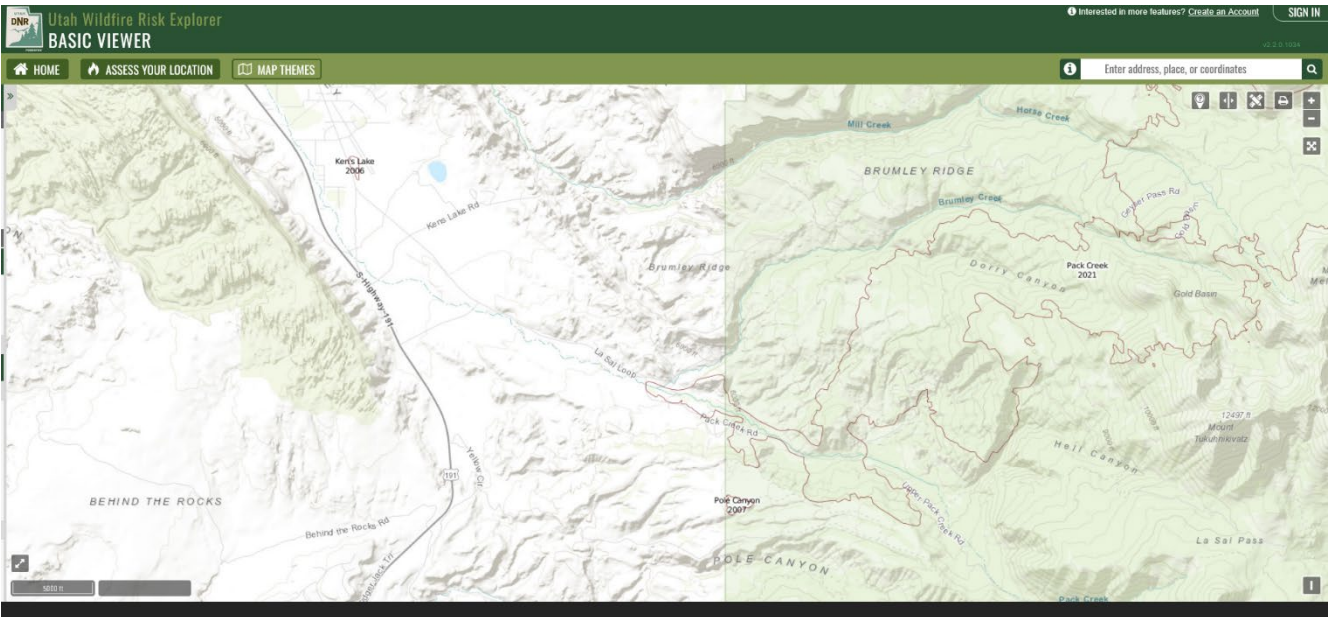
Factor	Risk Level
Wildfire Risk	High
Ignition Locations	High
Water Impacts	High
Suppression Difficulty	High
Fire Occurrence Density	Moderate
Rate of Spread	High
Fire Effects	High

Please see attached

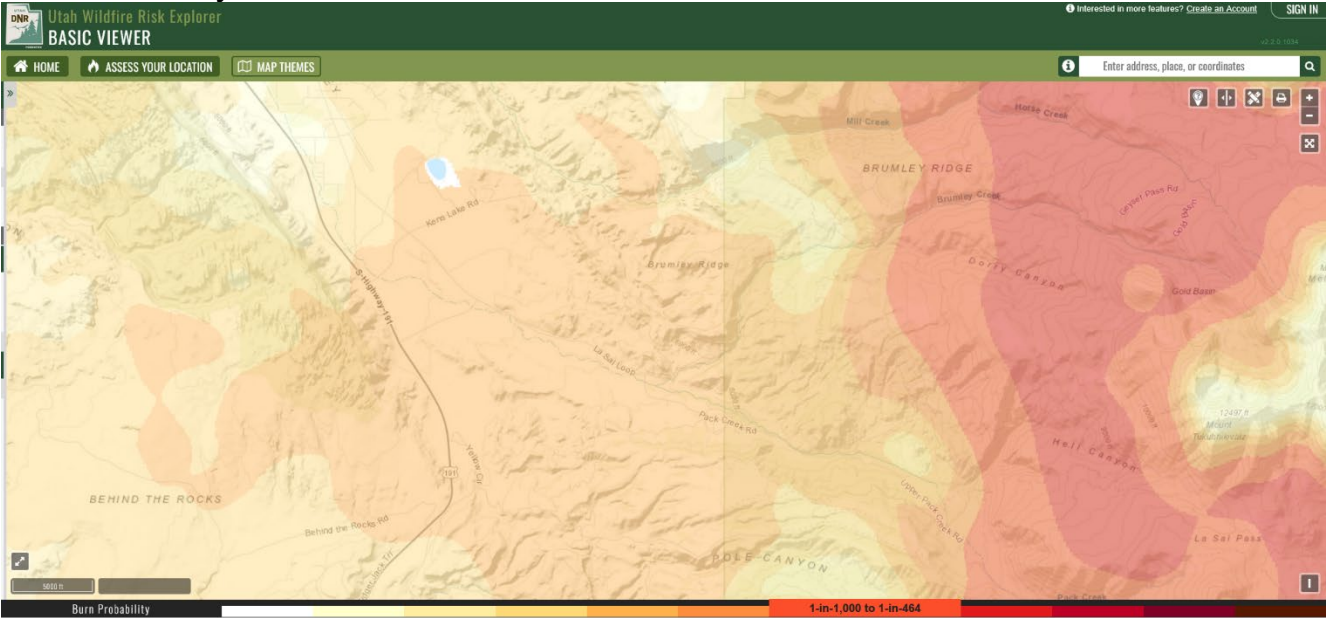
Pack Creek Map



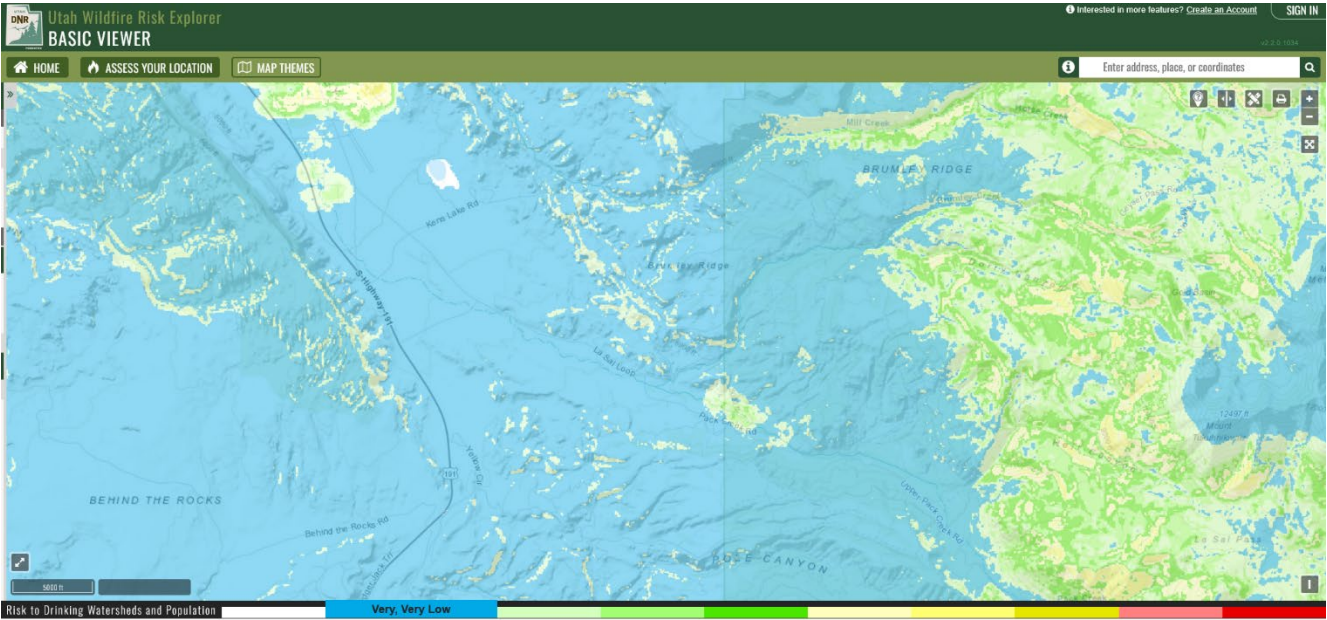
Historic Fire Perimeters



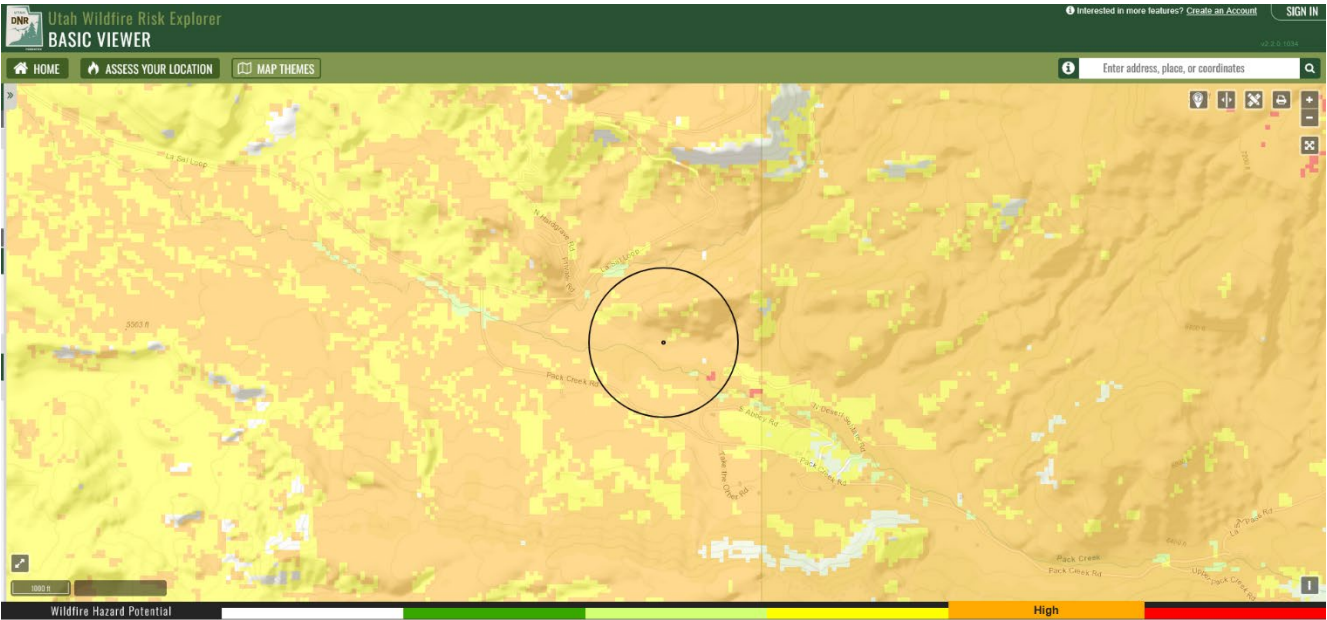
Burn Probability



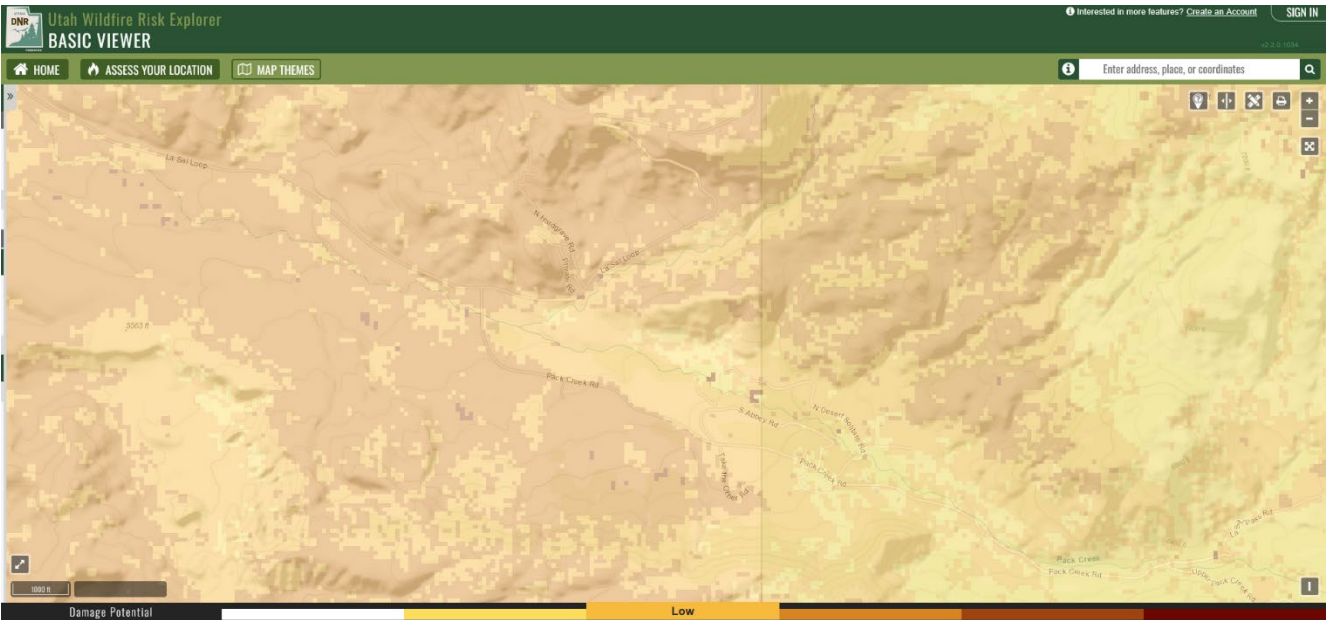
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

La Sal/Old La Sal (Bull Dog/Wray Mesa) Community Attributes	
Location of Community	
La Sal • Location: Southeastern foothills of the La Sal Mountains. • East: La Sal Mountains and Manti–La Sal National Forest (U.S. Forest Service, Utah DWR). • West: Desert benchlands and BLM lands extending toward Lisbon Valley. • South: Agricultural lands and open rangelands toward Monticello and Lisbon Valley. • North: Higher elevation forest terrain with routes leading toward Grand County. • Notes: Portions of Forest Service and Utah DWR land lie directly east and north of the community. Old La Sal • Location: South of La Sal at the base of the La Sal Mountains, ~20 miles SE of Moab. • East: Manti–La Sal National Forest rising into the mountains. • West: Lisbon Valley and BLM rangelands toward the Colorado border. • South: Rural ranchlands and desert approaching the Utah–Colorado line. • North: La Sal community, La Sal Loop Road, and access toward Grand County. • Notes: Forest Service and Utah DWR lands directly east of the community. Wray Mesa • Location: Plateau area south of La Sal, near the Utah–Colorado border. • East: Colorado state line with ranchlands and scattered private parcels. • West: Lisbon Valley benchlands and BLM open range. • South: Open desert rangelands crossing into Colorado. • North: Old La Sal community and access roads leading toward La Sal. • Notes: Characterized by open mesa terrain, agricultural parcels, and limited access routes. Bulldog (Bulldog Mesa / Bulldog Community) • Location: West of La Sal, along benchlands overlooking Lisbon Valley. • East: La Sal and Old La Sal communities at the mountain base. • West: Expansive BLM desert lands stretching toward Monticello. • South: Lisbon Valley rangelands and energy development areas. • North: Elevated mesa terrain leading toward Grand County and La Sal Loop connections. • Notes: Predominantly rural parcels, agricultural use, and BLM-managed rangelands.	
Roads, Bridges, Gates, and Culvert Conditions	
La Sal Road Access & Evacuation • Most homes near La Sal Loop Rd/SR-46 have paved exits; several clusters rely on single private lanes. • Street signage inconsistent, missing, or non-reflective; some obscured by vegetation. • High-elevation dirt roads seasonally snowbound (Dec–Mar) or washed out (Jul–Sep). • Multiple spurs/driveways lack adequate turnarounds (96’ cul-de-sac or hammerhead). • Vegetation encroachment reduces clearance (<13’6” vertical, <2’ lateral). Bridges • Small creek/ditch crossings; load ratings not always posted. • Narrow decks/aging planks may limit heavy tenders. Gates • Private/shared drive gates with mixed keys/codes. • No county-wide Knox/master access system; some ranch gates seasonally closed. Culverts	

- Driveway/roadside culverts often undersized or debris-prone.
- Inlet/outlet erosion and plugging risks, especially post-fire runoff.

Old La Sal

Road Access & Evacuation

- Limited redundancy; many homes depend on a single main access.
- Few viable alternates; need to identify secondary ranch/county connectors.
- Several lanes lack reflective/metal signage; duplicate names cause confusion.
- Unpaved roads vulnerable to snow/ice and monsoon washouts.
- Dead-end private spurs lack turn pads; add where feasible.
- Dense fuels reduce clearance on approaches; trim to restore 13'6" vertical.

Bridges

- Low-water/small crossings; few posted load limits.
- Capacity for Type-3 engines and tenders not confirmed.

Gates

- Ranch/seasonal gates may be locked during parts of the year.
- Standardization with Knox or county master key recommended.

Culverts

- Multiple undersized culverts prone to plugging.
- Chronic sites should be upsized, armored, or fitted with debris racks.

Wray Mesa

Road Access & Evacuation

- Single primary access via gravel/dirt road off SR-46; limited alternate routes.
- Seasonal washouts and snow create access challenges.
- Signage minimal; many lanes unnamed or unmarked.
- Narrow roads with limited turnarounds for large apparatus.

Vegetation & Fuels

- Pinyon-juniper and oak brush line road shoulders.
- Fuel continuity from wildlands into home perimeters.

Gates & Barriers

- Private ranch gates common; some locked without emergency access system.

Culverts/Drainage

- Culverts often undersized; erosion during runoff is common.

Bull Dog

Road Access & Evacuation

- Remote area with limited ingress/egress; many homes depend on long private drives.
- Roads are narrow, unpaved, and prone to washouts in monsoon season.
- Signage sparse or missing; difficult for responders to navigate.
- Dead ends without turnarounds; large apparatus backing required.

Vegetation & Fuels

- Heavy oak brush/pinyon-juniper adjacent to roads and structures.
- Increases ember exposure and evacuation risk.

Bridges & Crossings

- Small ranch bridges/low crossings not rated for heavy engines.

Gates & Access

- Locked ranch gates and seasonal closures restrict alternate routes.

Culverts

- Undersized/plugged culverts increase washout risk post-fire.

Structural Ignitability Concerns

La Sal

- Defensible space patchy; irrigated/agricultural buffers common but rarely extend beyond ~30 ft.
- Fuels (oak brush/pinyon-juniper) close to many structures.
- Mix of older wood-frame and manufactured homes with combustible siding, open eaves, and unscreened vents.
- Roofing mostly asphalt/metal; some legacy wood shake remains.
- Wood decks/fences attached to homes increase ignition risk.
- Homes located at drainage mouths/field edges exposed to ember-driven winds.
- At-risk: ~200–220 homes; older residences and manufactured homes highest risk near thickets/drainage edges.

Old La Sal

- Defensible space generally poor; fuels often extend to walls.
- Many private spurs have cabins or year-round homes with minimal clearance.
- Housing stock includes older cabins and modular homes with combustible features.
- Common hazards: open eaves, unscreened vents, wood decks, propane tanks near structures.
- Roofing mostly asphalt/metal; some older roofs vulnerable.
- Homes on slopes/narrow spurs; dense roadside fuels elevate exposure and hinder defense.
- At-risk: ~40–50 homes; clustered in foothill drainages with steep terrain and limited spacing.

Wray Mesa

- Defensible space inconsistent; large parcels but vegetation (oak brush/pinyon-juniper) close to homes.
- Few irrigated zones or fuel breaks; defensible space rarely meets 30–100 ft standards.
- Modular/cabin-style homes with combustible siding, open eaves, unscreened vents common.
- Wooden decks/fences frequently attached.
- Roofing mostly asphalt/metal; some older cabins degraded.
- Homes dispersed, but mesa slopes/draws funnel embers; distance reduces structure-to-structure ignition but slows response.
- At-risk: ~20–30 homes; older cabins near fuel edges or drainages at highest risk.

Bull Dog

- Defensible space limited; many homes in dense oak brush/pinyon-juniper.
- Little irrigation or fuel management; vegetation often against walls.
- Older ranch-style/cabin homes with combustible siding, exposed eaves, and unscreened vents dominate.
- Wooden decks/outbuildings directly attached to structures common.
- Roofing varies; some older homes still vulnerable.
- Homes often on slopes or drainages; clusters with minimal spacing increase ignition risk.
- At-risk: ~15–25 homes; older cabins in fuels highest risk, few newer homes lower risk with better materials.

Community Demographics

Approximate number of homes

Combined, La Sal + Old La Sal+ Wray Mesa + Bull Dog
have ~240–300 homes total

Approximate number of lots	La Sal + Old La Sal+ Wray Mesa + Bull Dog: ~480–550 parcels/lots.
Approximate number of commercial entities	La Sal + Old La Sal+ Wray Mesa + Bull Dog: ~6-10 commercial entities.
Approximate number of full-time residents	La Sal + Old La Sal+ Wray Mesa + Bull Dog: ~480–600 full-time residents.
Approximated number of part-time residents	La Sal + Old La Sal+ Wray Mesa + Bull Dog: ~130–200 part-time / seasonal residents.

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
--------	---------

San Juan County Land Use Development and Management Ordinance (LUDMO)	• Governs subdivision design, lot size, road widths, and infrastructure • Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. • New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	• San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. • Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	• Counties are required to adopt WUI building code standards. • La Sal, Old La Sal, Wray Mesa, and Bull Dog properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk
La Sal – Values at Risk • Essential transportation routes (SR-46, La Sal Loop Road) critical for access/evacuation. • Homes, small businesses, and limited community infrastructure. • Watershed recharge zones vital for local supply. • Surrounding forest and rangelands, plus wildlife habitat. • Cultural/economic assets tied to ranching and tourism. • Moderate–high vulnerability: older homes, wood construction, inconsistent defensible space. Old La Sal – Values at Risk • Single-access evacuation routes and narrow, fuel-lined roads. • Clustered homes, ranch properties, and limited commercial services. • Fragile watershed areas at base of La Sal Mountains. • Surrounding oak brush and pinyon-juniper fuels. • Wildlife habitat and cultural/economic resources. • High vulnerability: older, combustible structures, limited hydrant coverage. Wray Mesa – Values at Risk • Subdivision roads with limited secondary access. • Dispersed residential parcels dependent on private wells. • Surrounding pinyon-juniper and sagebrush fuels. • Open viewsheds supporting recreation and residential appeal. • Moderate vulnerability: many homes lack ember-resistant features, defensible space, propane clearance. • Need for HOA-led defensible space enforcement and coordinated fuel reduction. Bull Dog – Values at Risk • Scattered rural homes and ranch infrastructure. • Single-lane dirt/gravel access roads. • Surrounding sagebrush and oak brush fuels. • Watershed contributions to downstream rangelands. • Cultural/economic values tied to ranching and open space. • High vulnerability: combustible construction, limited defensible space, no formal fire protection.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$83 – \$122.5 million
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	9
--------	---

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

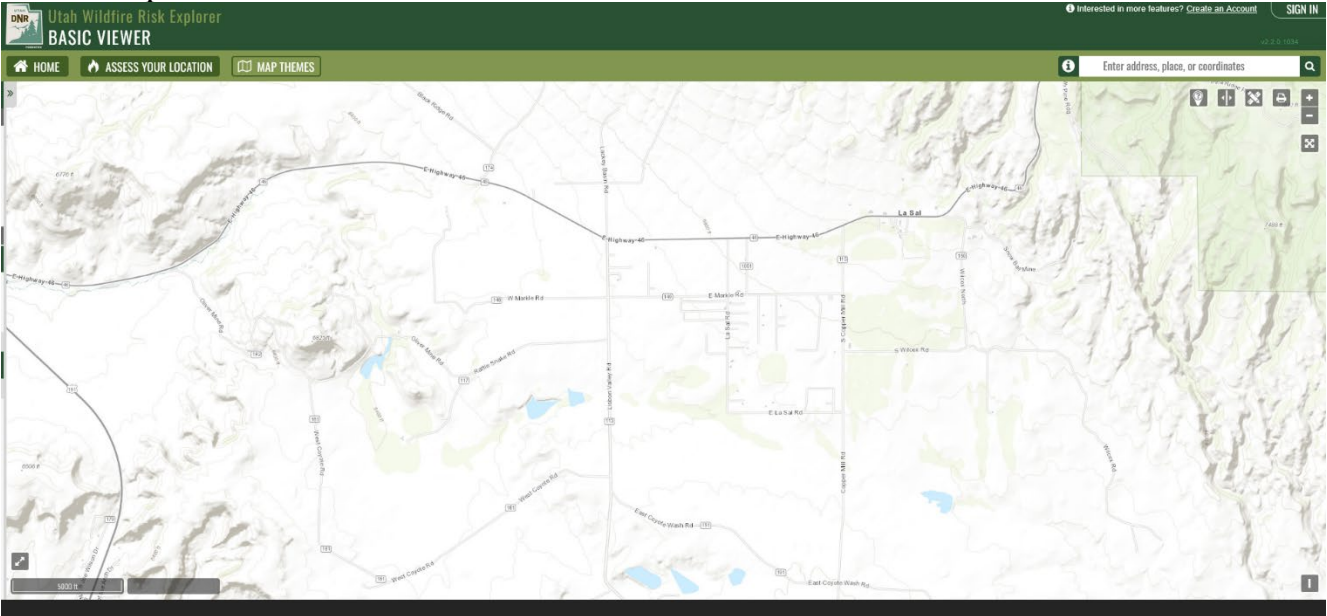
La Sal, Old La Sal, Wray Mesa & Bulldog – Wildfire Risk Assessment

- **Wildfire Risk**
 - Elevated by location within sagebrush flats, oak brush, and dense pinyon-juniper woodlands.
 - Rapid development and older subdivisions along slopes or canyon rims increase ignition exposure and fire spread.
 - Wray Mesa and Bulldog areas feature scattered homes, ranchlands, and mesa-top vegetation that burn quickly under dry, windy conditions.
- **Location of Specific Ignitions**
 - **2025 Deer Creek Fire** originated near Old La Sal, burning ~17,700 acres.
 - Past ignitions tied to recreation areas, campfires, and power lines.
 - Smaller lightning-caused fires have occurred on mesa tops and canyon rims.
- **Water Impacts**
 - Burn scars along La Sal drainages increase risks of post-fire flooding, debris flows, and sedimentation into creeks.
 - Watershed erosion from steep slopes threatens water quality and downstream agricultural use.
- **Suppression Difficulty**
 - Long response times due to remote, scattered communities.
 - Limited local resources; reliance on mutual aid and regional support.
 - Steep slopes, continuous fuels, and canyon rims reduce effectiveness of direct attack.
 - Narrow, dead-end roads and long driveways hinder engine access and evacuation.
- **Fire Occurrence Density**
 - Historically moderate, but recent years show increasing ignitions tied to recreation, growth, and drought.
 - Deer Creek Fire (2025) and Pack Creek Fire (2021, just north) underscore the potential for large, destructive events.
- **Rate of Spread**
 - Flashy fuels (sagebrush, oak, grass understory) carry fire rapidly into pinyon-juniper and conifer stands.
 - Wind-driven fire spread is common during summer drought and delayed monsoon periods.
- **Fire Effects**
 - **Residential Areas:** Mix of older cabins with combustible features and newer homes with limited defensible space.
 - **Critical Access:** Few evacuation routes; driveways and cul-de-sacs can isolate residents.
 - **Watershed Quality:** Post-fire flooding and erosion threaten water sources and rangelands.
 - **Forest & Rangeland Health:** High-severity fire impacts grazing lands, wildlife corridors, and forest recovery.
 - **Cultural & Economic Assets:** Recreation, ranching, and heritage sites are highly vulnerable to fire loss.

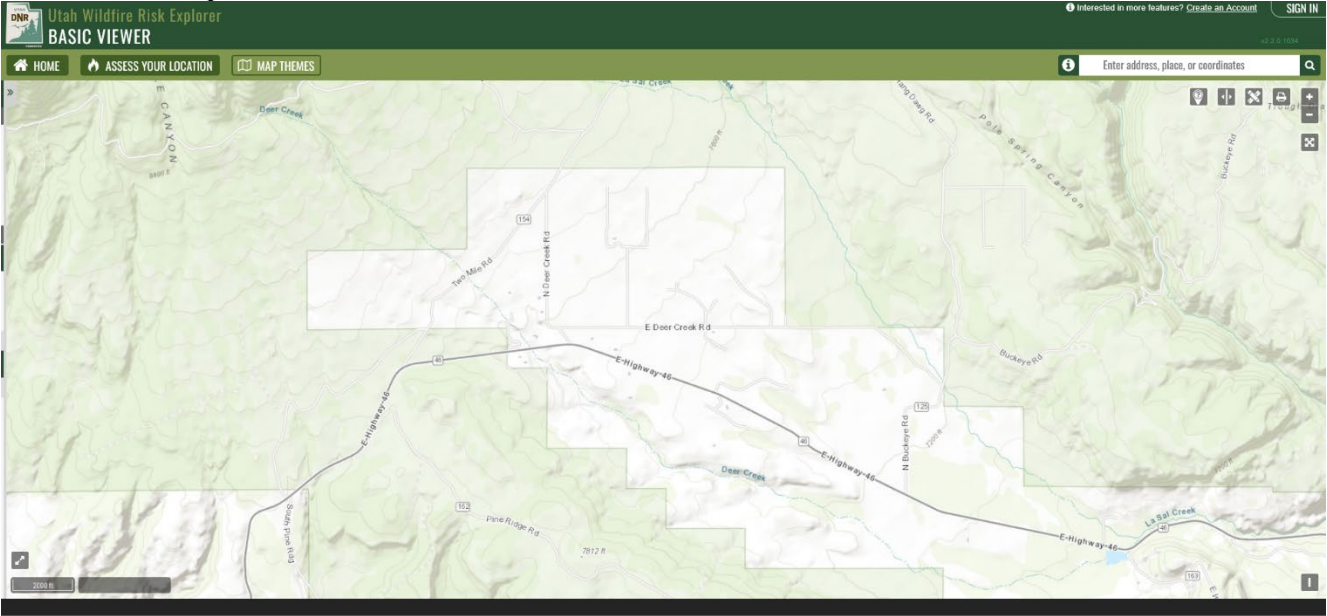
Factor	Risk Level
Wildfire Risk	High
Ignition Locations	High
Water Impacts	High
Suppression Difficulty	High
Fire Occurrence Density	Moderate
Rate of Spread	High
Fire Effects	High

Please see attached

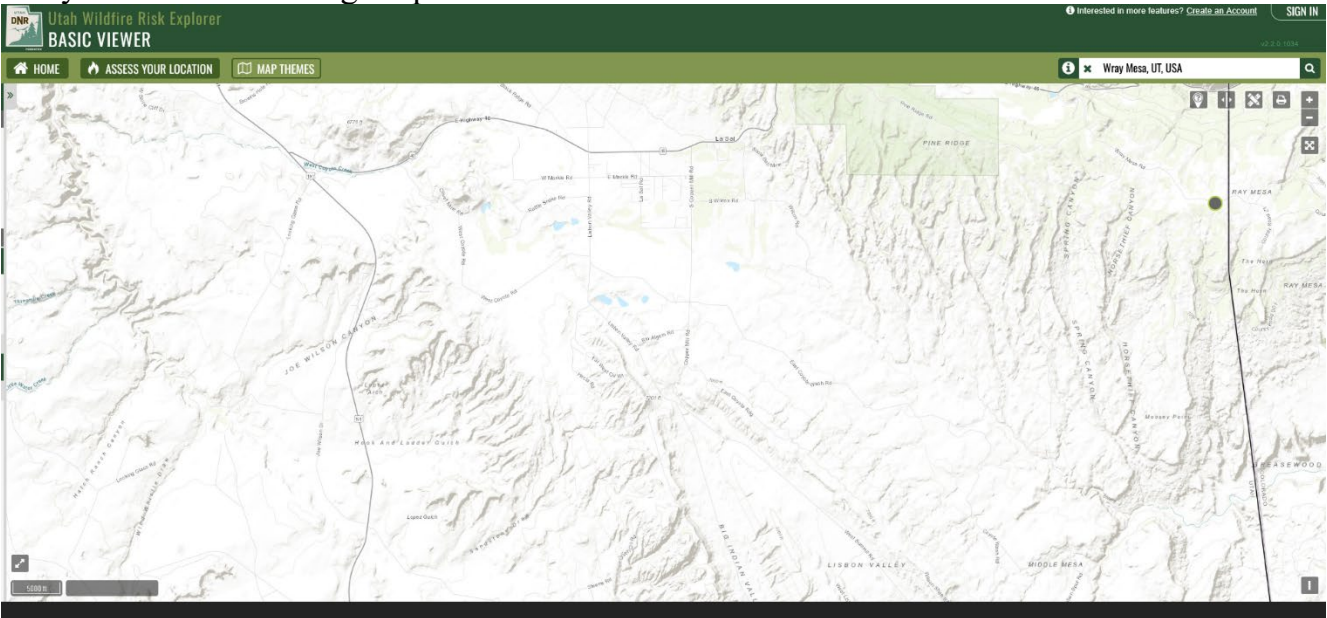
La Sal Map



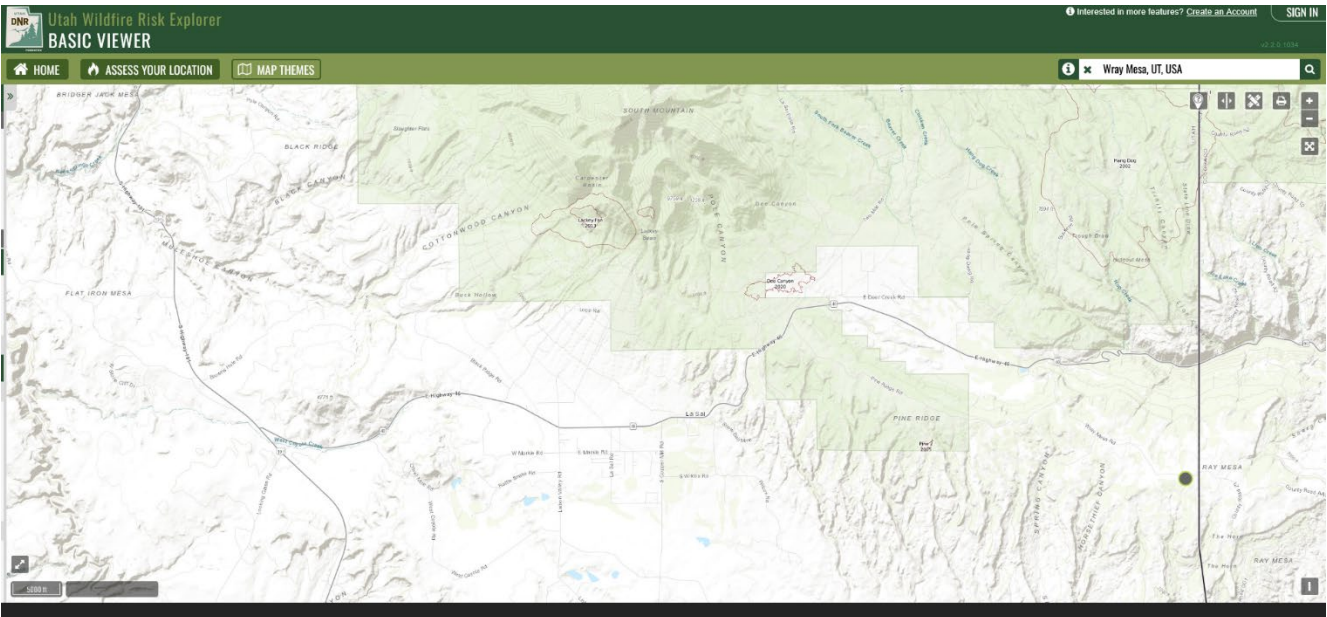
Old La Sal Map



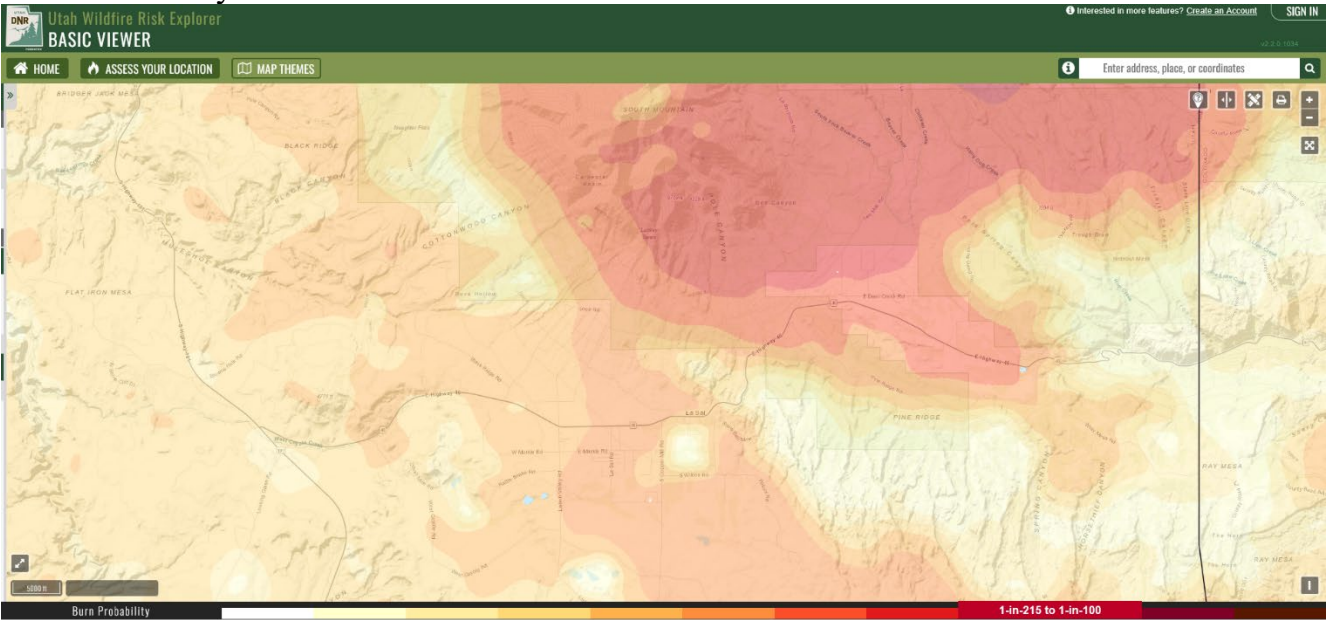
Wray Mesa and Bull Dog Map



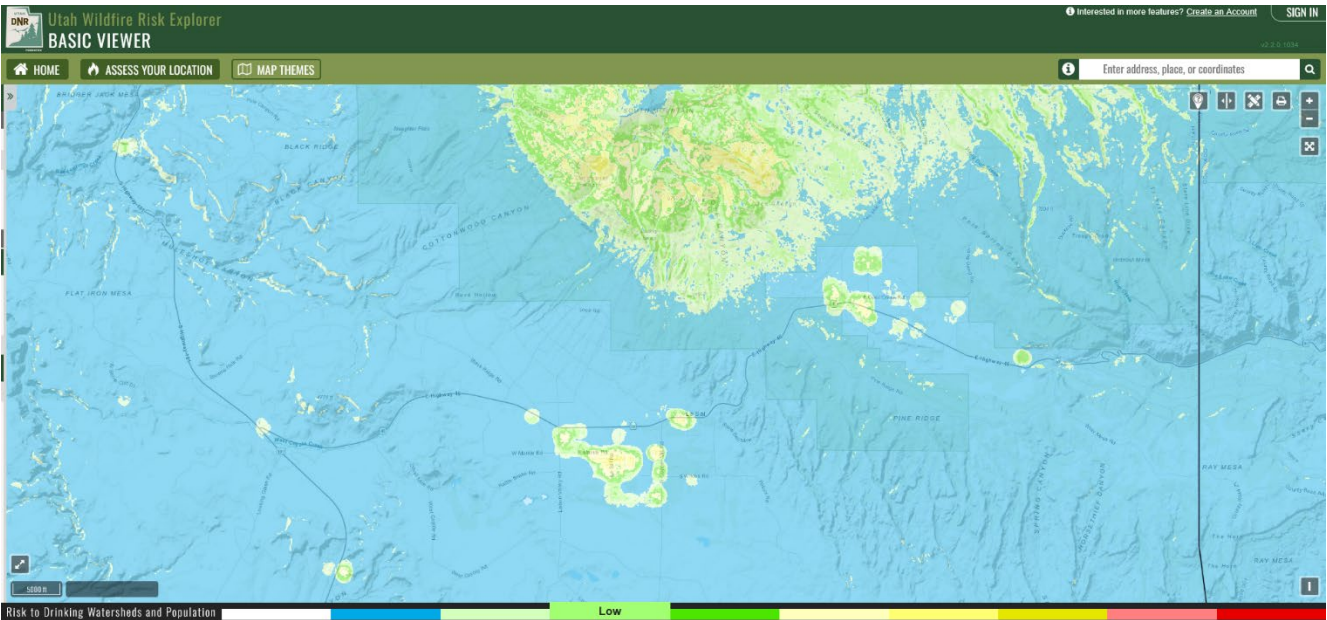
Historic Fire Perimeter



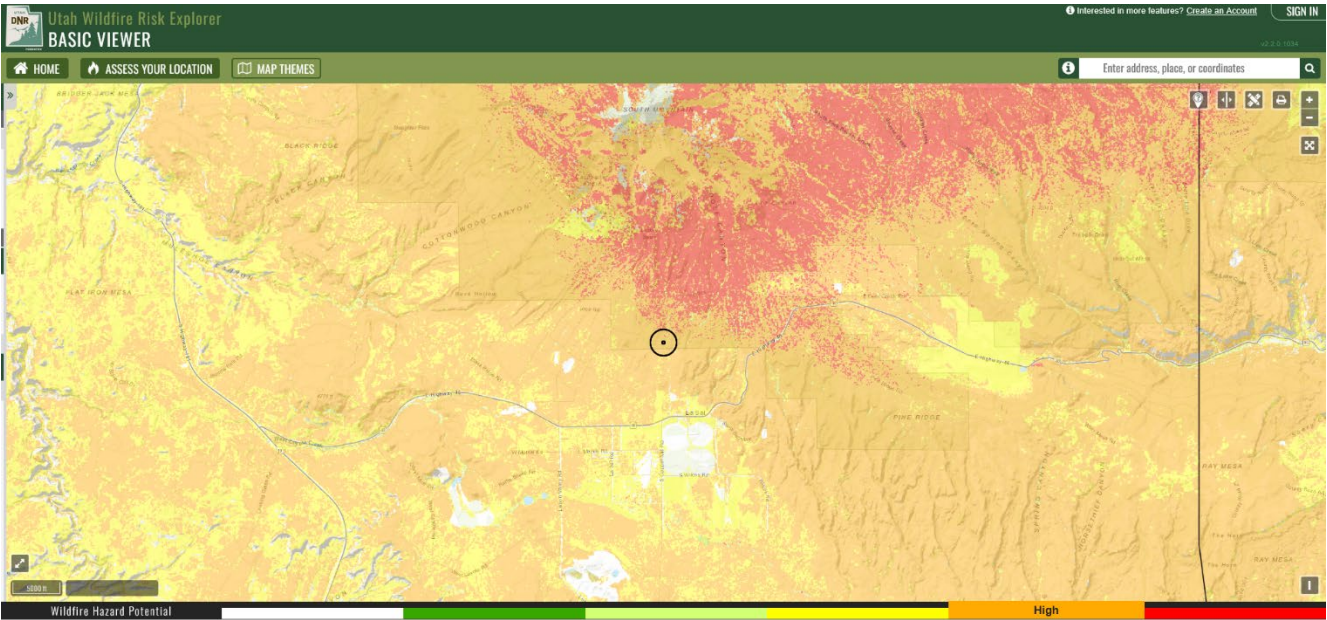
Burn Probability



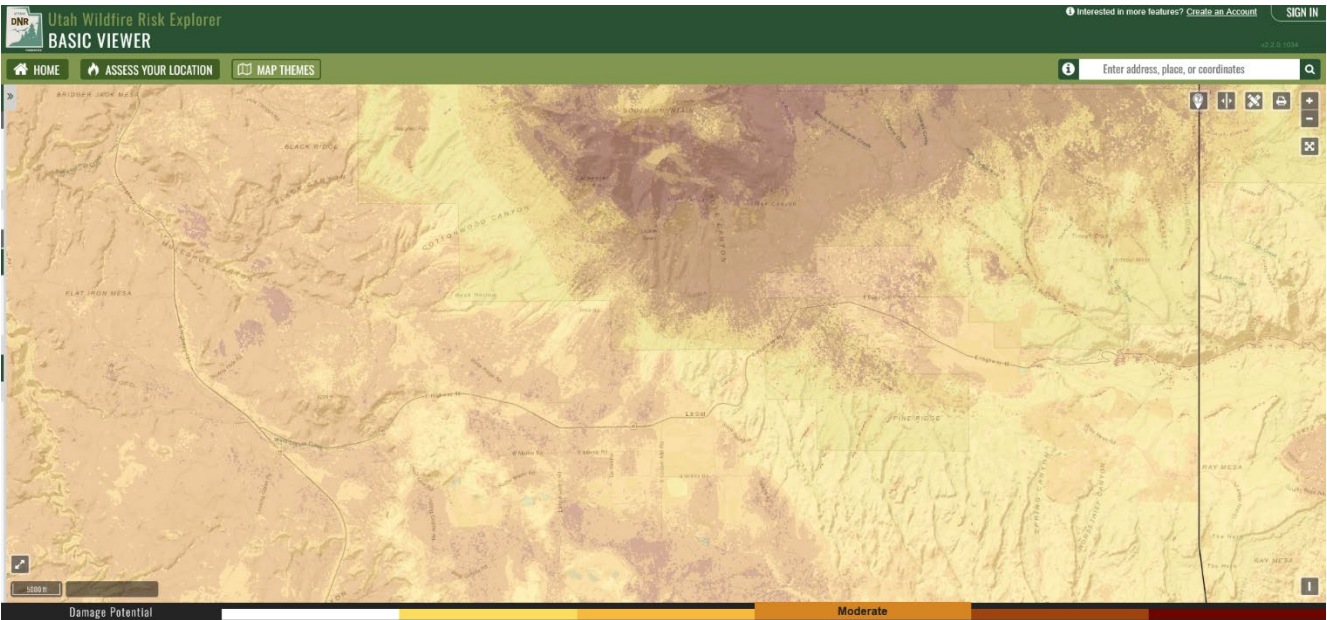
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Eastland Community Attributes
Location of Community Eastland Location of Community The community of Eastland is located in eastern San Juan County along U.S. Highway 491 between Monticello and the Colorado border. East: The Colorado state line and agricultural/ranching lands. West: Monticello city limits and U.S. Highway 191 corridor. South: Open rangeland and agricultural properties extending toward Aneth and Montezuma Creek. North: Farmlands and low mesas leading toward Lisbon Valley. <i>A portion of Utah Division of Wildlife Resources lands and BLM rangeland parcels are located to the south and west.</i>
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • <i>Primary access via U.S. Highway 491 with limited alternate county road connections.</i> • <i>Many residential spurs and farm lanes have single ingress/egress.</i> • <i>Signage: County roads generally marked; private lanes often lack reflective metal signs.</i> • <i>Seasonal limits: Dirt/gravel roads may become muddy/impassable during spring or monsoon storms.</i> • <i>Dead ends: Several spurs lack adequate turnarounds for large fire apparatus.</i> • <i>Roadside vegetation: Agricultural fields dominate, but brush along fences/ditches can create flame corridors.</i> Bridges • <i>Irrigation and drainage crossings present; most lack posted load ratings.</i> • <i>Some bridges may not support heavy water tenders.</i> Gates • <i>Numerous ranch/farm gates on private roads.</i> • <i>Locked gates could delay emergency access unless standardized with Knox Boxes/shared codes.</i> Culverts • <i>Small culverts at irrigation ditches and low-water crossings.</i> • <i>Several prone to sediment clogging or washouts, reducing reliability during storms.</i>
Structural Ignitability Concerns <i>Existing Conditions Contributing to Home Ignition</i> Defensible Space • <i>Many homes on large agricultural parcels; crop fields or grazed rangeland act as partial buffers.</i> • <i>Some residences bordered by dense sagebrush, juniper, or oak brush with little clearance.</i> • <i>Irrigated fields/lawns provide some protection, but vegetation, wooden fencing, and corrals often connect directly to homes.</i> Home Hardening • <i>Older homes and mobile homes common; many with wood siding and asphalt or metal roofs with open eaves.</i> • <i>Combustible attachments (wood decks, sheds, fences) create ignition pathways.</i> • <i>Few structures use ember-resistant vents, fire-resistant siding, or enclosed decks.</i> Topography & Layout • <i>Scattered homes along U.S. 491, county roads, ranch spurs, and mesa edges.</i> • <i>Canyon drainages and draws can channel fire toward outlying structures.</i> • <i>Wind-exposed positions increase ember travel and spread risk.</i> At-Risk Structures • <i>Mix of farmhouses, manufactured homes, and rural residences.</i>

- *Highest risk: homes adjacent to brushy ditch banks and unimproved fields.*
- Defensible Space & Assessments**
- *~30–40% of homes have adequate defensible space (fields/irrigation help but not full 30–100 ft clearance).*
 - *<10% of properties have received formal wildfire assessments.*

Community Demographics

Approximate number of homes	60–70
Approximate number of lots	120-150
Approximate number of commercial entities	5-7
Approximate number of full-time residents	150-175
Approximated number of part-time residents	40-60

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

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Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Eastland Water District	Janet Ross	435-587-5083	
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Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Eastland properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Reliance on U.S. 491/county roads for evacuation; overhead power lines and limited water/hydrants; poor cell coverage in outlying areas.
- Residential & Commercial Structures:** ~60–70 homes, many older/combustibles with wood siding and open decks; defensible space inconsistent.
- Watershed & Water Quality:** Drains toward San Juan River; wildfire could cause erosion, flooding, and damage to wells, ditches, and irrigation.
- Forest & Rangelands:** Surrounding sagebrush, pinyon-juniper, and oak brush prone to fast, high-intensity fire; grazing lands vulnerable to fire and erosion.
- Wildlife & Habitat:** Deer, elk, raptors, and small mammal habitat; riparian corridors critical but flammable; loss would affect hunting and biodiversity.
- Social, Cultural & Economic Values:** Life safety of isolated residents is priority; archaeological/Tribal cultural sites at risk; ranching and small businesses threatened by forage, fencing, and water system losses.
- Overall Vulnerability:** Moderate–high due to older homes, limited defensible space, sparse infrastructure, and remote, easily blocked roads.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$23.6M-32.9M
Year	2025

Insurance Rating Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities: 1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10 <i>You can contact your local fire department to find your ISO rating</i>	
ISO Fire Insurance Rating:	9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	9

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk

- Moderate to high; community surrounded by rangeland, sagebrush, and scattered pinyon-juniper.*
- Agricultural parcels provide some irrigated buffers, but outbuildings and fences remain vulnerable.*

Location of Specific Ignitions

- Past small ignitions linked to farm equipment, debris burning, and lightning in surrounding rangelands.*
- No major recent large fires directly impacting Eastland, but nearby incidents highlight regional risk.*

Water Impacts

- Limited local water sources for suppression; wells and stock ponds not always accessible.*
- Post-fire runoff could affect agricultural fields and drainage systems.*

Suppression Difficulty

- Long response times due to remote location.*
- Sparse hydrant infrastructure; reliance on tender support.*
- Flat terrain aids access, but dispersed parcels and narrow driveways slow response.*

Fire Occurrence Density

- Historically low-to-moderate, but influenced by human activity and agricultural operations.*

Rate of Spread

- Fast-moving fires possible in sagebrush/grass fuels under high winds and drought conditions.*

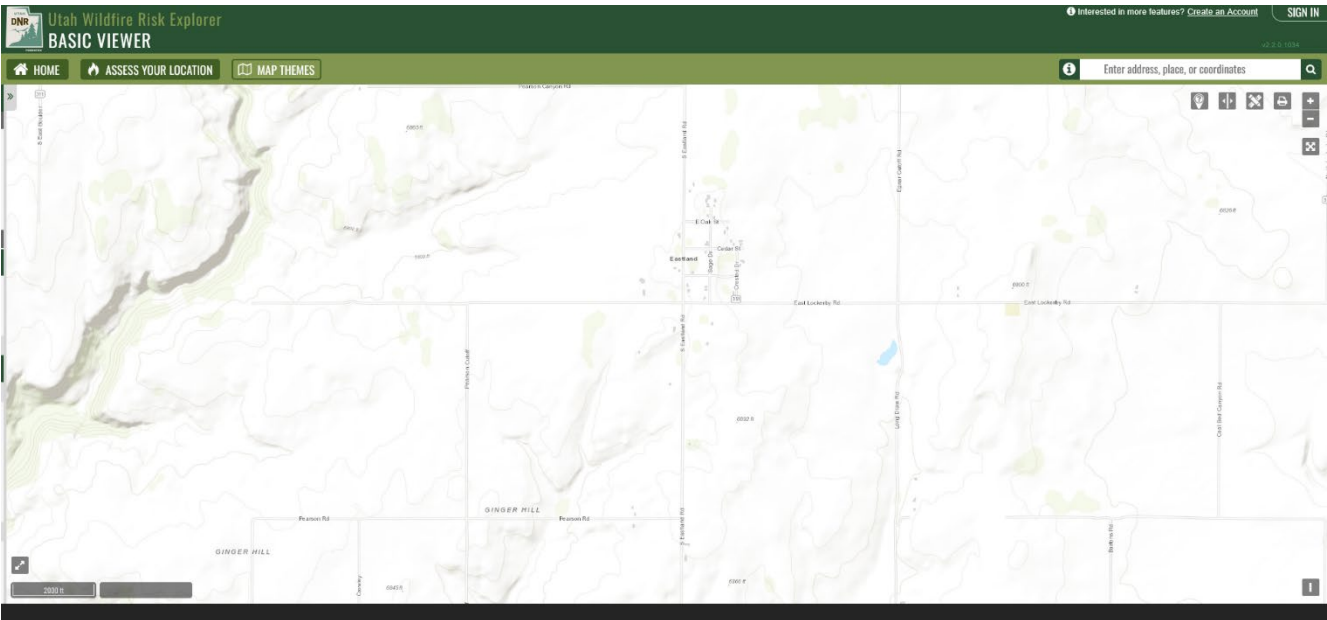
Fire Effects

- Threats to homes, barns, and outbuildings with combustible siding or poor defensible space.*
- Impacts to agricultural production, livestock, and local economic stability.*
- Smoke and evacuation challenges for older residents and vulnerable populations.*

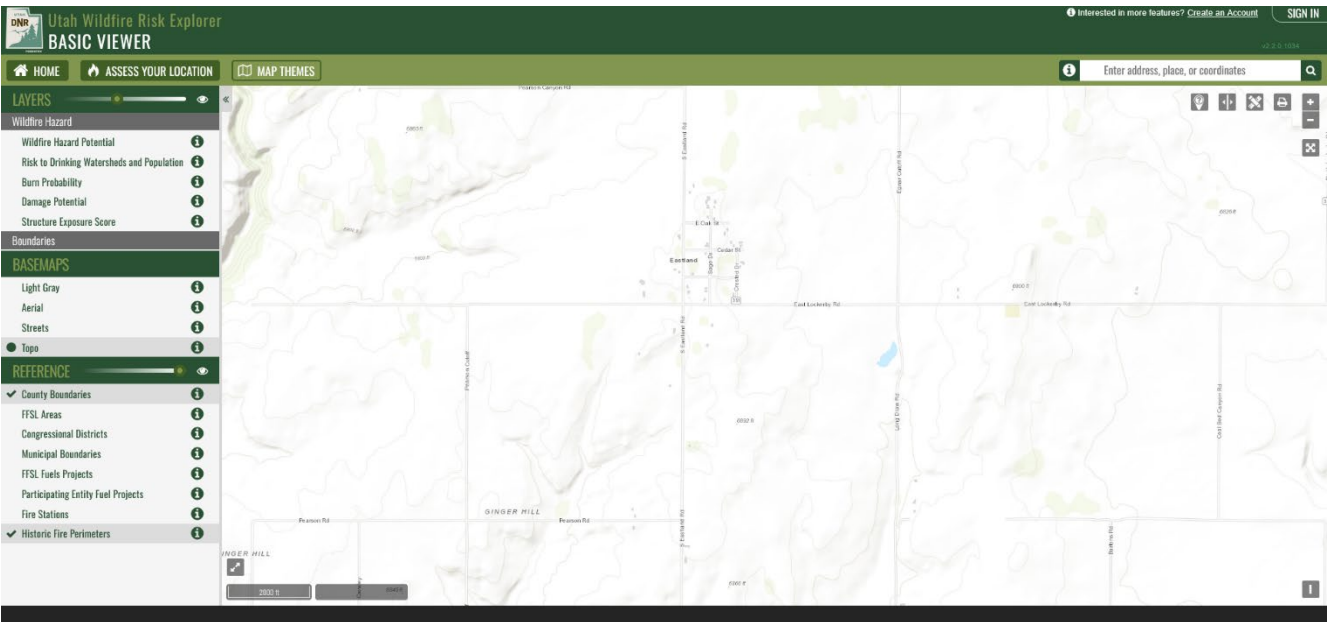
Factor	Risk Level
Defensible Space	Moderate
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached.

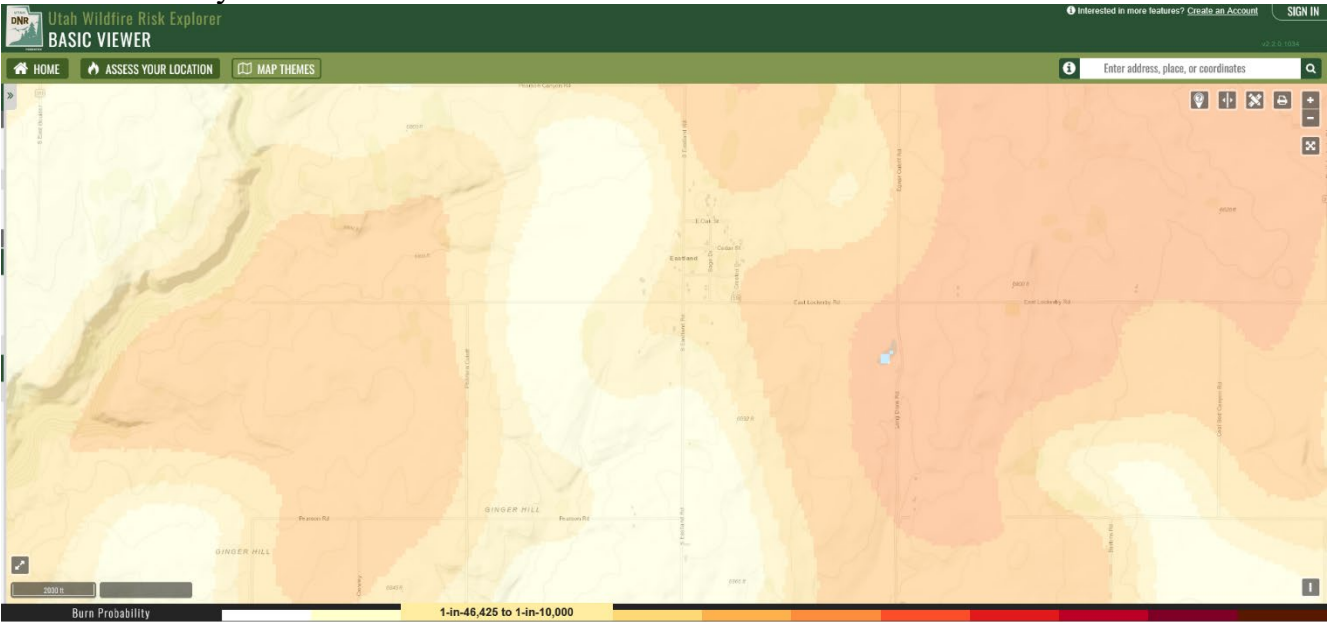
Eastland Map



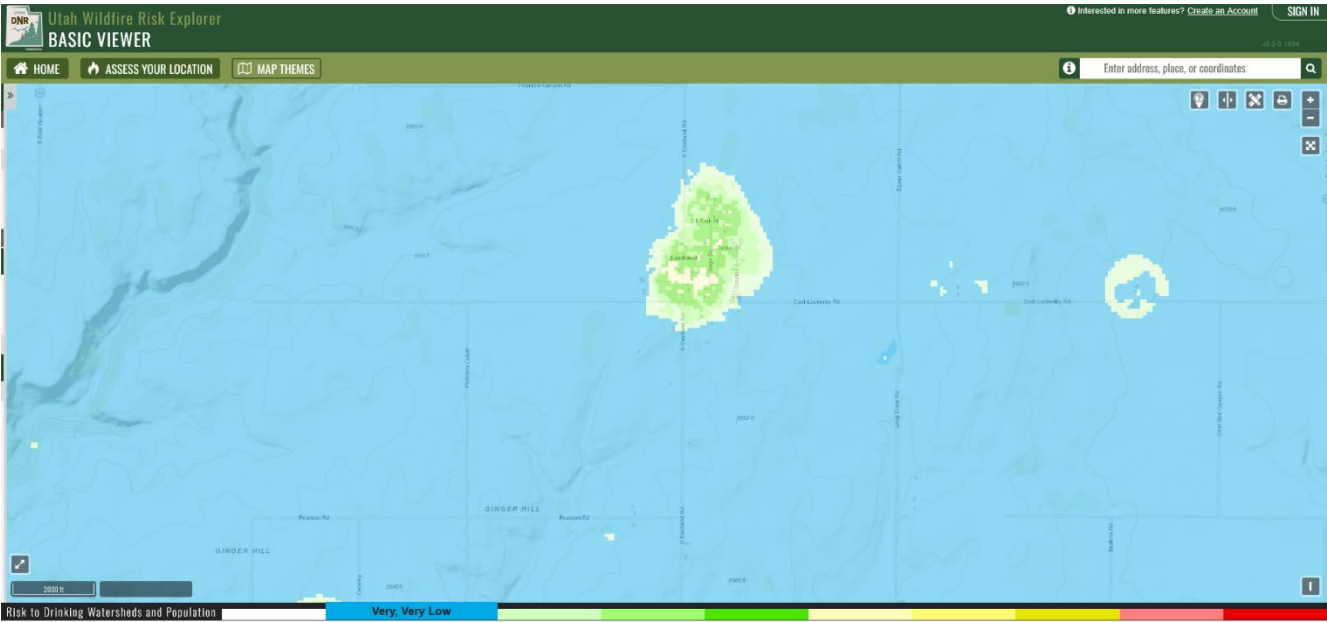
Historic Fire Perimeters



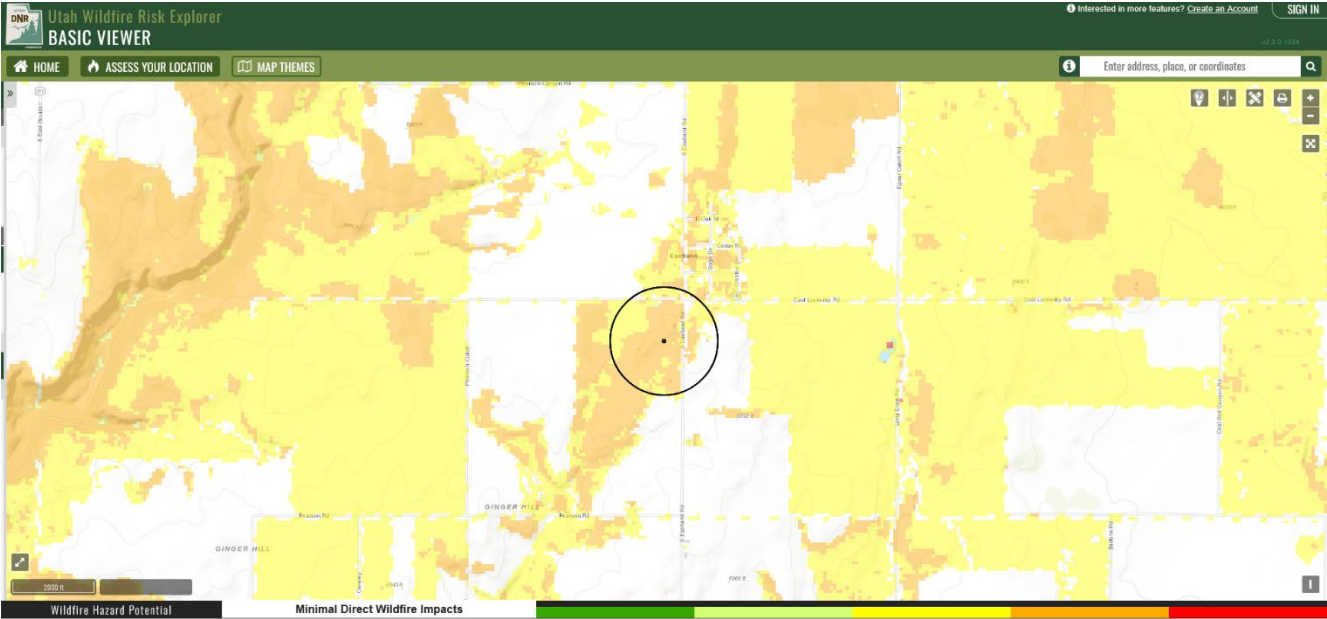
Burn Probability



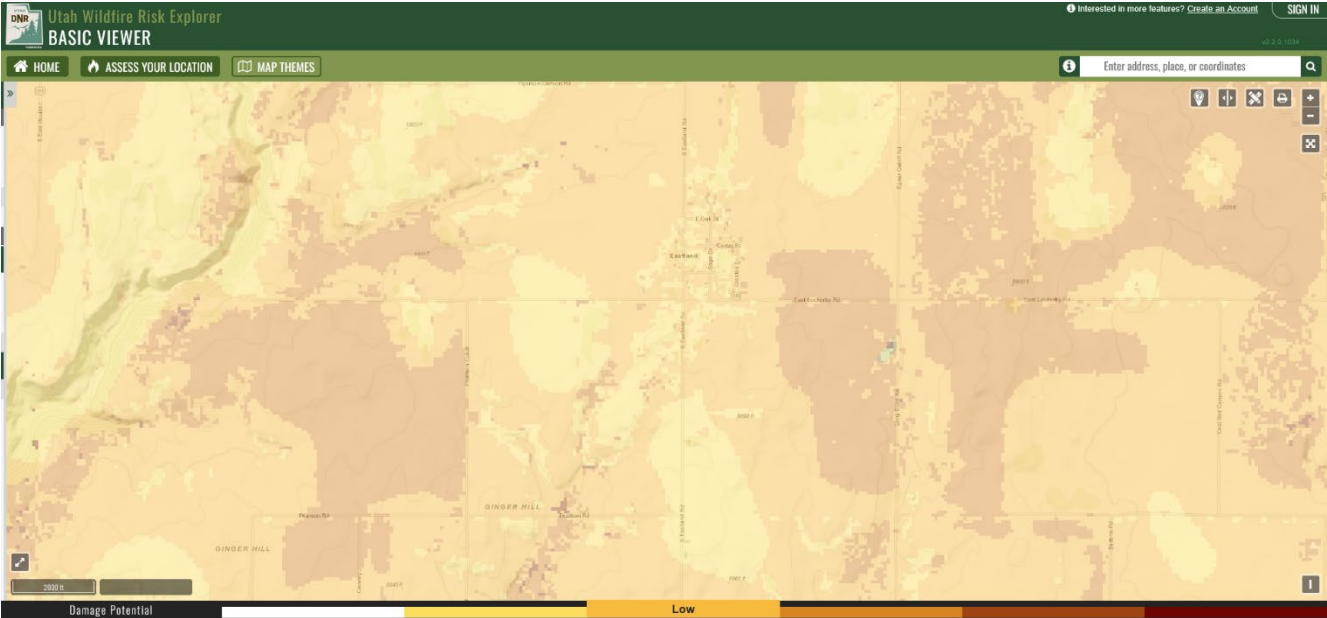
Risks to Watersheds



Wildfire Hazard Potential



Risks to Potential Structures



COMMUNITY DESCRIPTION

Cedar Point Community Attributes
Location of Community Cedar Point Location of Community The community of Cedar Point lies southeast of Monticello, in the vicinity of U.S. 491 and rural county roads. East: Farmland and open range extending toward Eastland. West: Monticello and its agricultural buffer lands. South: BLM rangelands and open desert leading toward Montezuma Creek. North: Lisbon Valley mesa country and ranchlands. <i>A portion of Utah Division of Wildlife Resources and BLM lands is located to the south.</i>
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • <i>Primary access via county roads to U.S. 491.</i> • <i>Alternate exits exist but are long dirt roads prone to washouts.</i> • <i>Signage limited; many roads lack clear identifiers.</i> • <i>Seasonal hazards: snow, ice, and mud create access issues in winter/spring.</i> • <i>Dead ends/turnarounds: common on farm/residential spurs, with limited space for tenders/engines.</i> • <i>Roadside vegetation: sagebrush and grass fuels close to shoulders; pinyon-juniper patches create choke points.</i> Bridges • <i>Few bridges; mostly narrow culvert crossings.</i> • <i>Existing crossings may not support Type 1 apparatus.</i> Gates • <i>Numerous farm gates and private access lanes.</i> • <i>Many do not allow easy emergency entry without prior coordination.</i> Culverts • <i>Small, undersized culverts along ranch roads.</i> • <i>Prone to blockage during heavy storms, reducing reliability.</i>
Structural Ignitability Concerns Defensible Space • <i>Some parcels benefit from open crop fields or grazed rangeland acting as buffers.</i> • <i>Many homes surrounded by sagebrush, juniper, or oak brush with little clearance.</i> • <i>Irrigated lawns provide partial protection, but vegetation, wooden fencing, and corrals often connect to structures.</i> Home Hardening • <i>Older homes and mobile homes are common, with wood siding, asphalt, or metal roofs with open eaves.</i> • <i>Combustible attachments (wooden decks, sheds, fences) create ignition pathways.</i> • <i>Few homes use ember-resistant vents, enclosed decks, or fire-resistant siding.</i> Topography & Layout • <i>Scattered homes along county roads, ranch spurs, and mesa edges in wind-exposed positions.</i> • <i>Canyon drainages channel fire spread directly toward structures.</i> • <i>Homes on brushy ridges or at ends of narrow dirt access lanes are particularly vulnerable.</i> At-Risk Structures • <i>Smaller cluster of homes and ranches southeast of Monticello.</i> • <i>High-risk: brush-encroached homes, ridge-top residences, and those with poor access.</i>

Defensible Space & Assessments

- ~25–30% of homes have adequate defensible space; most lack full 30–100 ft clearance.
- <10% of properties have received formal wildfire assessments.

Community Demographics

Approximate number of homes	25-35
Approximate number of lots	50-70
Approximate number of commercial entities	1-2
Approximate number of full-time residents	60-80
Approximated number of part-time residents	15-25

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Cedar Point properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

**PART II:
RISK ASSESSMENT**

Community Values at Risk

- **Infrastructure:** Reliance on U.S. 491/county roads; wildfire could block evacuation; overhead power lines vulnerable; private wells/small water systems with limited hydrants; poor cell coverage in rural areas.
- **Residential & Commercial Structures:** ~25–35 homes, mostly ranch households; many older/combustible with wood siding and open decks; defensible space inconsistent.
- **Watershed & Water Quality:** Drains toward San Juan River; wildfire could trigger erosion/flooding and damage wells, ditches, and irrigation.
- **Forest & Rangelands:** Sagebrush, pinyon-juniper, and oak brush fuels spread fast/hot; grazing lands highly vulnerable to fire and post-fire erosion.
- **Wildlife & Habitat:** Habitat for deer, elk, raptors, and small mammals; riparian corridors critical but flammable; wildfire would reduce biodiversity and hunting values.
- **Social, Cultural & Economic Values:** Life safety of residents is priority; archaeological/Tribal sites at risk; ranching/small businesses threatened by forage, fencing, and water system losses; property values and insurance costs impacted.
- **Overall Vulnerability:** Moderate–high due to older homes, inconsistent defensible space, sparse infrastructure, limited fire suppression, and remote/seasonally hazardous roads.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$9.4M-15.2M
Year	2025

Insurance Rating Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities: 1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10 <i>You can contact your local fire department to find your ISO rating</i>	
ISO Fire Insurance Rating:	9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	10

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Cedar Point

- *Moderate to high wildfire risk due to surrounding sagebrush, oak brush, and pinyon-juniper fuels that support fast-moving fire.*

Location of Specific Ignitions

- *Ranching equipment use, county road traffic, and overhead powerlines are the most likely ignition sources.*
- *Occasional debris burning or lightning strikes possible but less common.*

Water Impacts

- *Reliance on private wells and small irrigation systems.*
- *Post-fire flooding and erosion could damage wells, ditches, and reduce water quality.*

Suppression Difficulty

- *Few access routes with limited egress.*
- *No hydrants; roadside vegetation creates flammable corridors.*
- *Long volunteer response times and limited water sources complicate suppression.*

Fire Occurrence Density

- *Human-caused ignitions more likely than natural sources.*
- *Equipment use and traffic near fuels increase risk of repeated starts.*

Rate of Spread

- *Fast-moving fire likely in dense sagebrush, oak brush, and pinyon-juniper.*
- *Wind exposure and slope can accelerate fire behavior.*

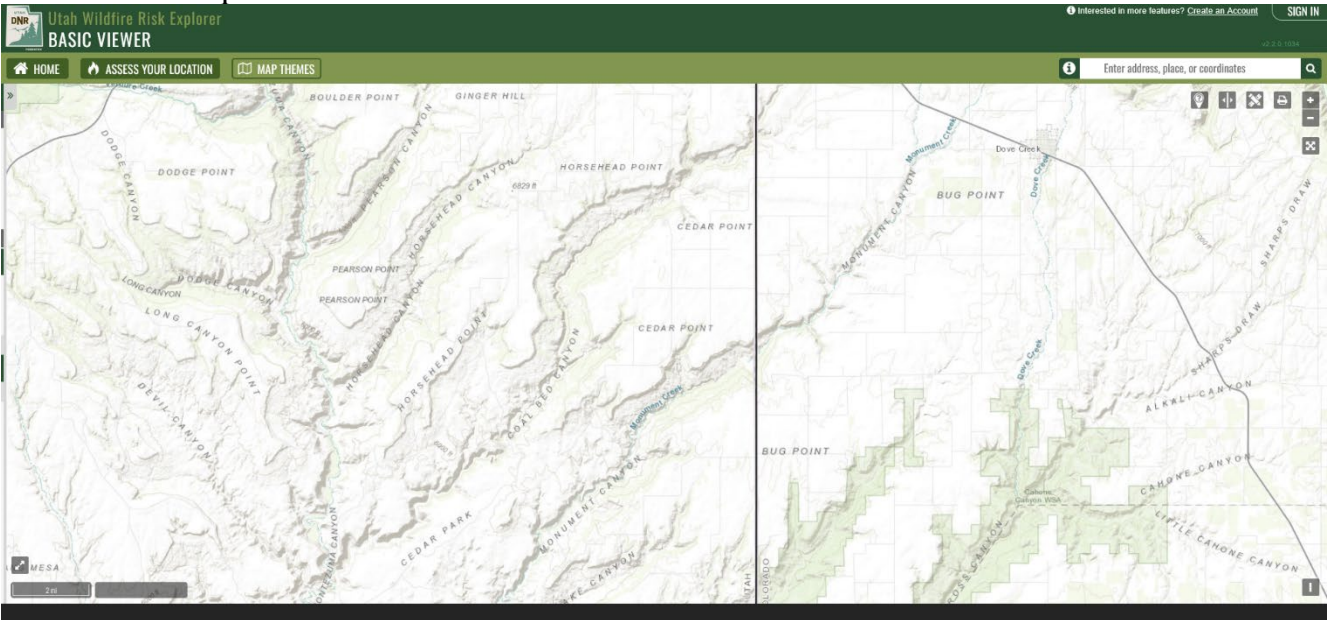
Fire Effects

- *25–35 homes, mostly older wood-frame or manufactured structures with limited defensible space.*
- *1–2 small ranching/agricultural businesses at risk.*
- *Damage potential to county roads, irrigation systems, powerlines, grazing lands, ranch operations, and nearby cultural resources.*

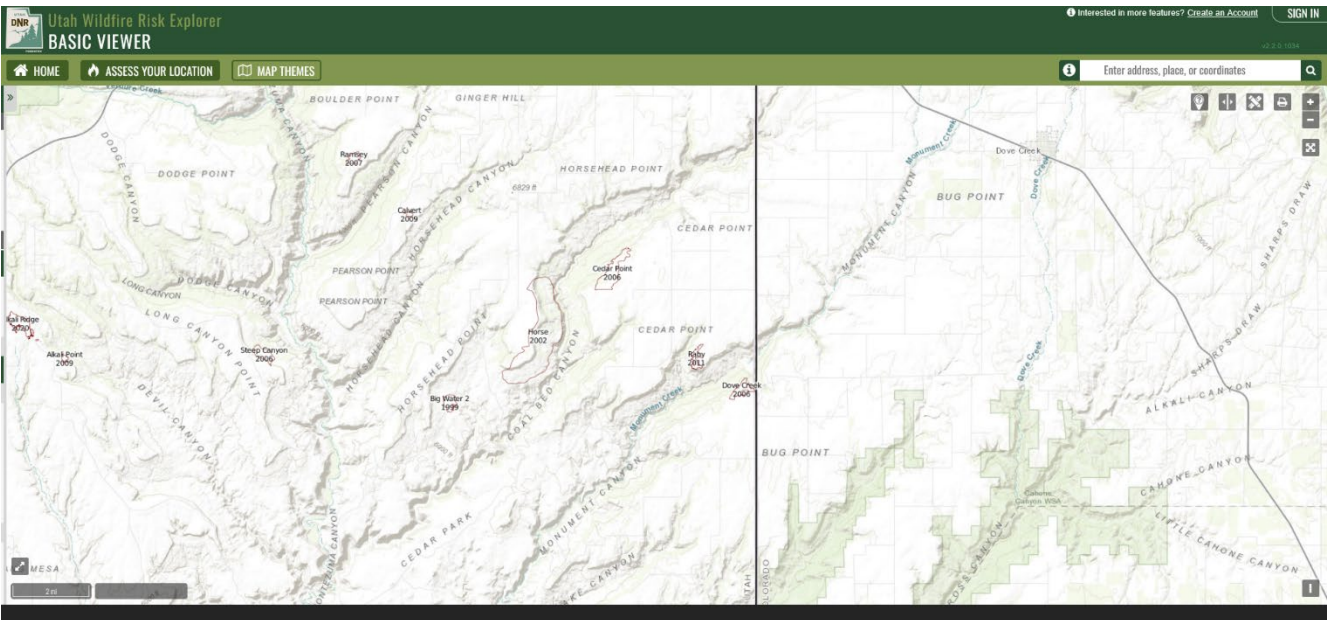
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

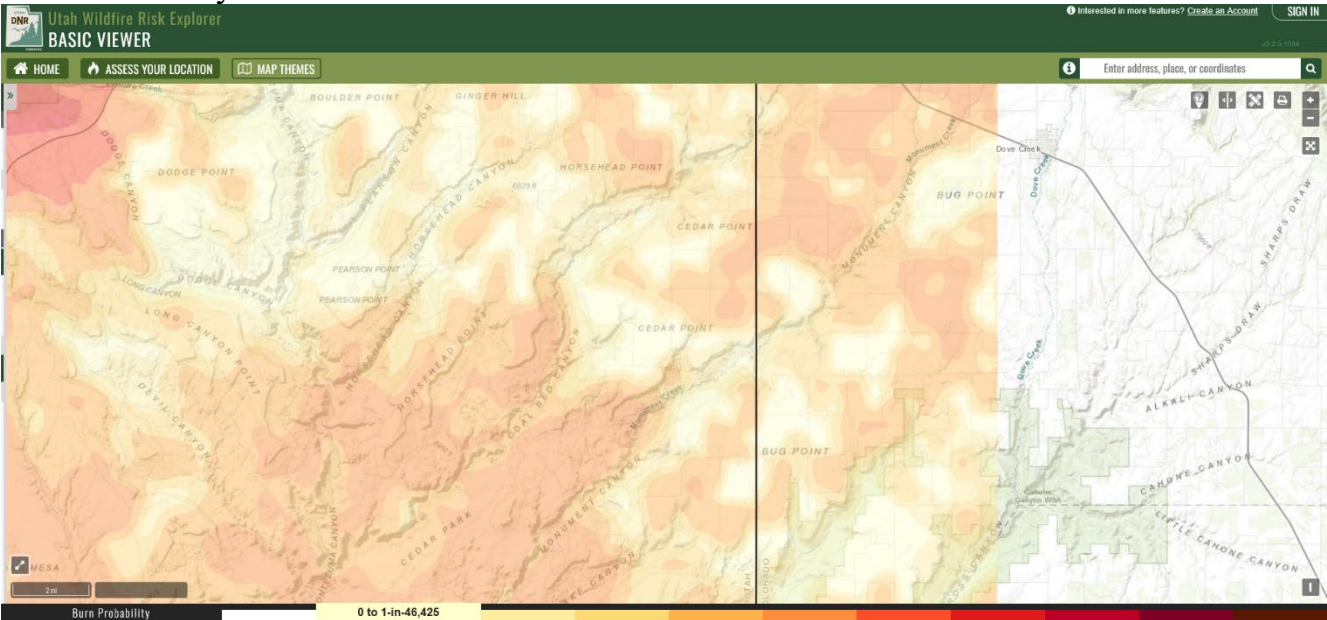
Cedar Point Map



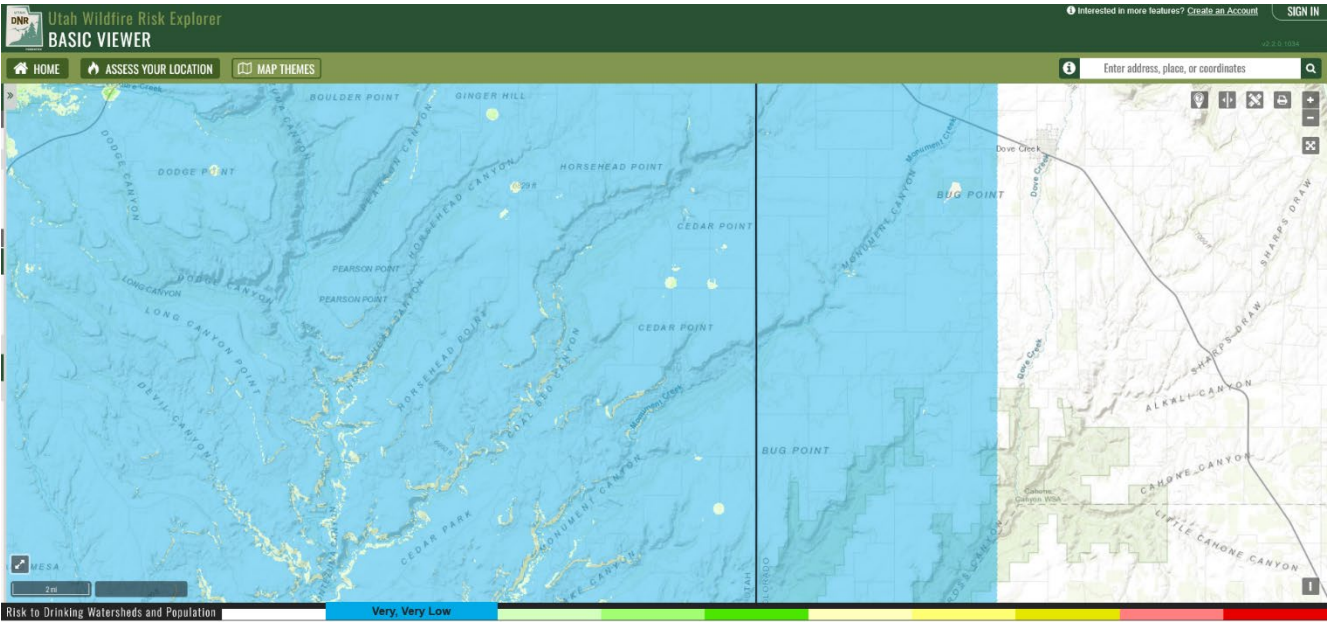
Historic Fire Perimeter



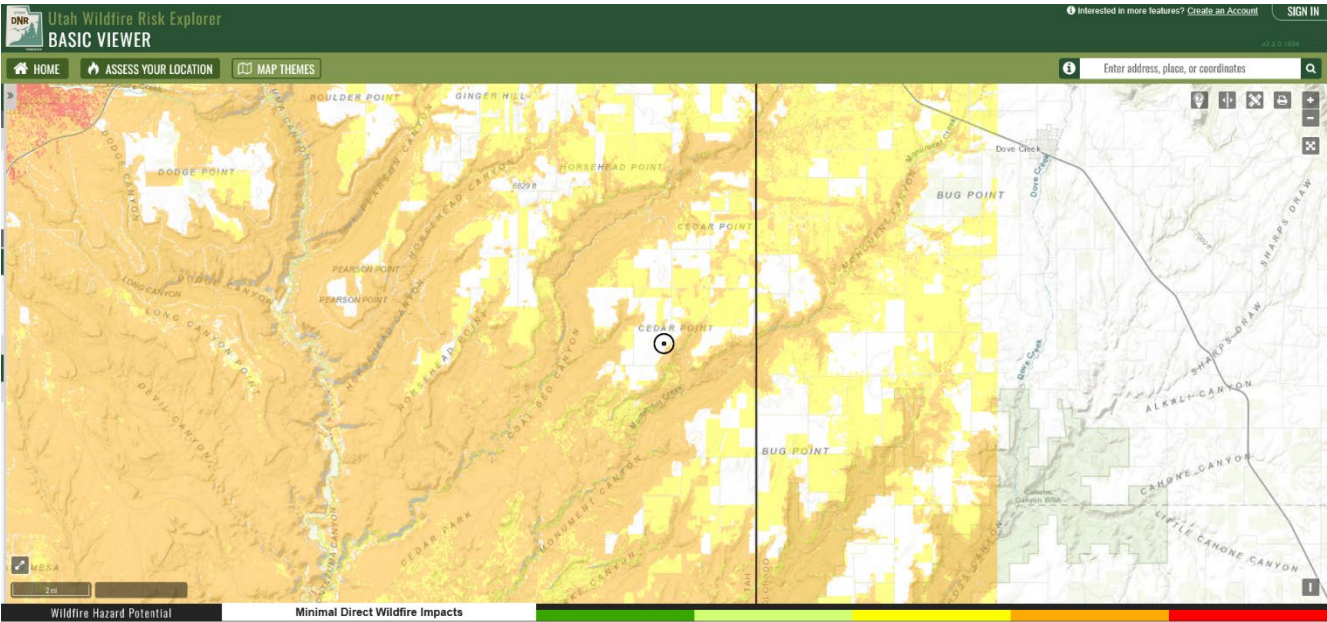
Burn Probability



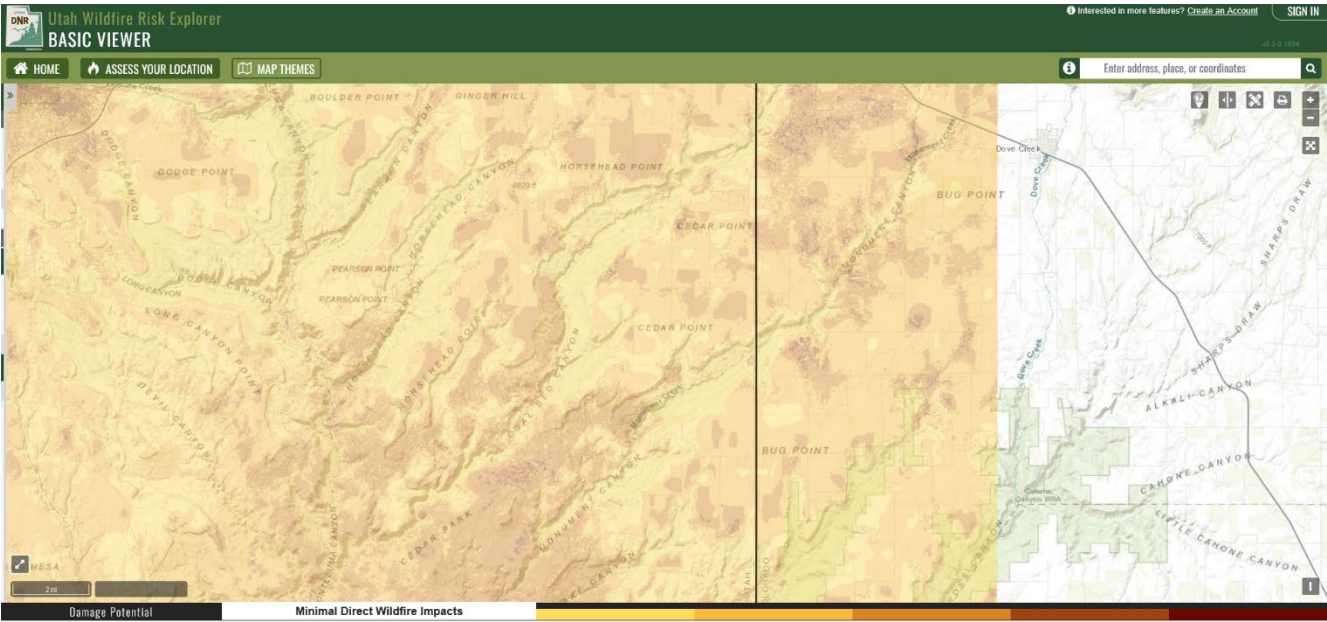
Risks to Watersheds



Wildfire Hazard Potential



Risk Potential to Structures



COMMUNITY DESCRIPTION

Bug Point Community Attributes
Location of Community Bug Point Location of Community The Bug Point area is a rural community/ranching area located on the mesa and benchlands between Monticello and Eastland. East: Eastland community and Colorado border region. West: Monticello and the Abajo Mountains. South: Agricultural rangelands and desert leading toward Montezuma Creek. North: Lisbon Valley and low desert benchlands. <i>A portion of BLM and Utah Division of Wildlife Resources land is located to the south and north of the community</i>
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Access is limited, with most properties served by single long ranch roads connecting to county routes. • Few alternate egress routes available. • Signage inconsistent; many private tracks unmarked. • Seasonal issues: roads may be snowbound in winter or washed-out during monsoon storms. • Dead ends/turnarounds: many ranch spurs end abruptly with inadequate space for tenders/engines. • Roadside vegetation: heavy sagebrush and pinyon-juniper create flammable corridors along narrow access roads. Bridges • Minimal bridges; most crossings are culverts or low-water crossings. • Uncertain load capacity for heavy fire apparatus. Gates • Numerous ranch gates, often locked. • Keys/combinations are not standardized for emergency access. Culverts • Many ranch culverts are undersized and prone to plugging. • High risk of failure under post-fire debris flows.
Structural Ignitability Concerns Defensible Space • Some ranch parcels benefit from grazed rangeland or open fields, but most homes are surrounded by heavy fuels (sagebrush, juniper, oak brush). • Irrigated lawns are rare; vegetation, corrals, and wooden fencing often connect directly to structures. • Only ~15–20% of homes have adequate defensible space. Home Hardening • Many older ranch homes and cabins built with wood siding, asphalt/metal roofs with open eaves. • Combustible attachments (decks, sheds, fences) are widespread ignition pathways. • Very few structures use ember-resistant vents, enclosed decks, or fire-resistant siding. Topography & Layout • Remote ranches and cabins scattered along mesa and benchlands. • Wind-exposed positions and canyon drainages channel fire toward structures. • Limited access and long, unimproved roads increase isolation and suppression challenges. At-Risk Structures • Isolated ranches and cabins with limited water supply for suppression.

- Highest risk: homes surrounded by continuous fuels, poor clearance, and long dirt access lanes.
- Defensible Space & Assessments**
- ~15–20% with adequate defensible space.
 - <10% have received formal wildfire property assessments.

Community Demographics

Approximate number of homes	15-20
Approximate number of lots	30-40
Approximate number of commercial entities	0-1
Approximate number of full-time residents	40-50
Approximated number of part-time residents	20-30

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
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Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Bug Point properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Reliance on U.S. 491/county roads; wildfire could block evacuation and isolate residents; overhead power lines vulnerable; water from private wells/small systems; limited hydrants; poor cell coverage.
- Residential & Commercial Structures:** ~15–20 homes, mostly ranch households; many older/combustible (wood siding, open decks); defensible space inconsistent; few properties assessed for wildfire risk.
- Watershed & Water Quality:** Drains toward San Juan River; wildfire could cause erosion/flooding, damaging wells, ditches, and irrigation.
- Forest & Rangelands:** Surrounding sagebrush, pinyon-juniper, and oak brush prone to fast, high-intensity fire; grazing lands highly vulnerable to fire and post-fire erosion.
- Wildlife & Habitat:** Habitat for deer, elk, raptors, and small mammals; riparian corridors critical but flammable; wildfire would reduce biodiversity and hunting values.
- Social, Cultural & Economic Values:** Life safety of residents is priority; archaeological/Tribal sites could be lost; ranching/small businesses threatened by forage, fencing, and water losses; property values and insurance costs impacted.
- Overall Vulnerability:** Moderate–high due to older homes, limited hardening, inconsistent defensible space, sparse infrastructure, and remote/seasonally hazardous roads

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$5.4M-8.6M
Year	2025

Insurance Rating Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities: 1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10 <i>You can contact your local fire department to find your ISO rating</i>	
ISO Fire Insurance Rating:	9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	11

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk

- Surrounded by sagebrush, oak brush, and pinyon-juniper fuels; overall **moderate to high wildfire risk**.

Location of Specific Ignitions

- Most likely from ranching equipment, county road traffic, overhead powerlines, or debris burning.
- Lightning possible on mesa tops but less frequent.

Water Impacts

- Residents rely on wells and small irrigation systems.
- Post-fire erosion and debris flows could damage culverts, ditches, and reduce water quality.

Suppression Difficulty

- Limited access routes with dead ends and narrow lanes.
- Locked ranch gates, undersized culverts, and no hydrants.
- Long volunteer response times; roadside vegetation blocks evacuation and fire engine movement.

Fire Occurrence Density

- Human-caused ignitions more common than natural sources.
- Ranching operations and traffic corridors increase exposure.

Rate of Spread

- Dense brush and pinyon-juniper support fast-moving, wind-driven fire.
- Narrow, vegetation-lined roads act as fire corridors.

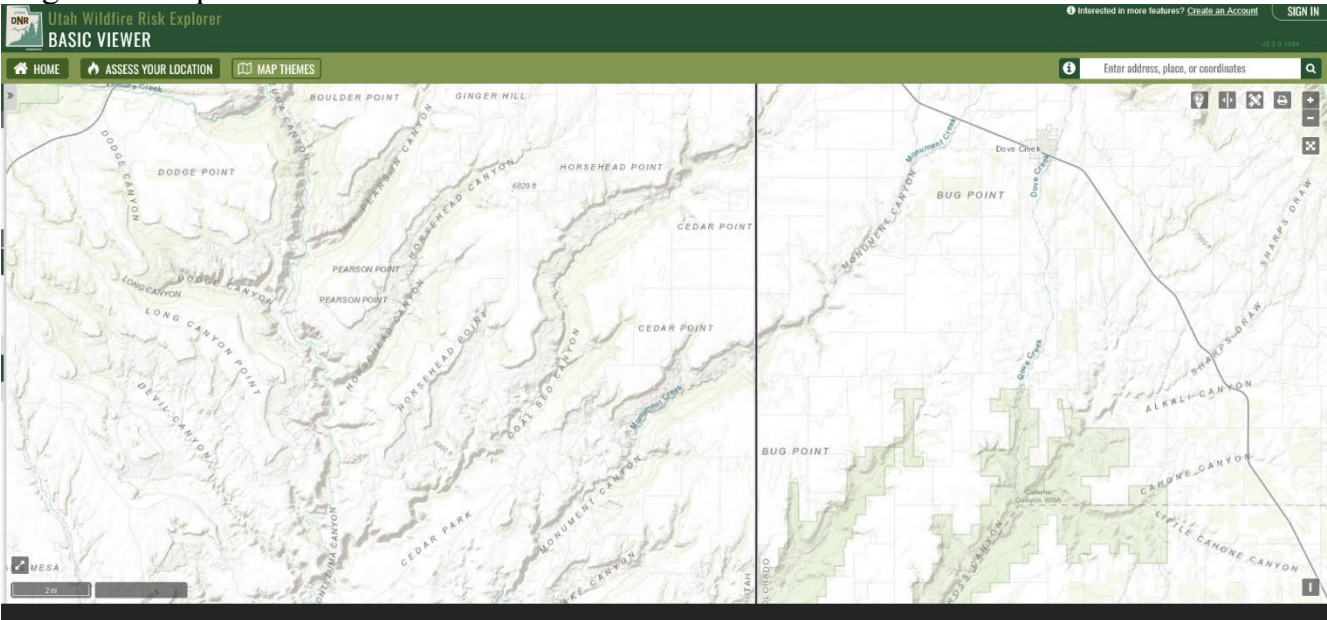
Fire Effects

- 25–35 homes, mostly older wood-frame or manufactured.
- 1–2 small ranch/ag businesses.
- Risks to county roads, powerlines, wells, irrigation systems, grazing lands, and cultural resources

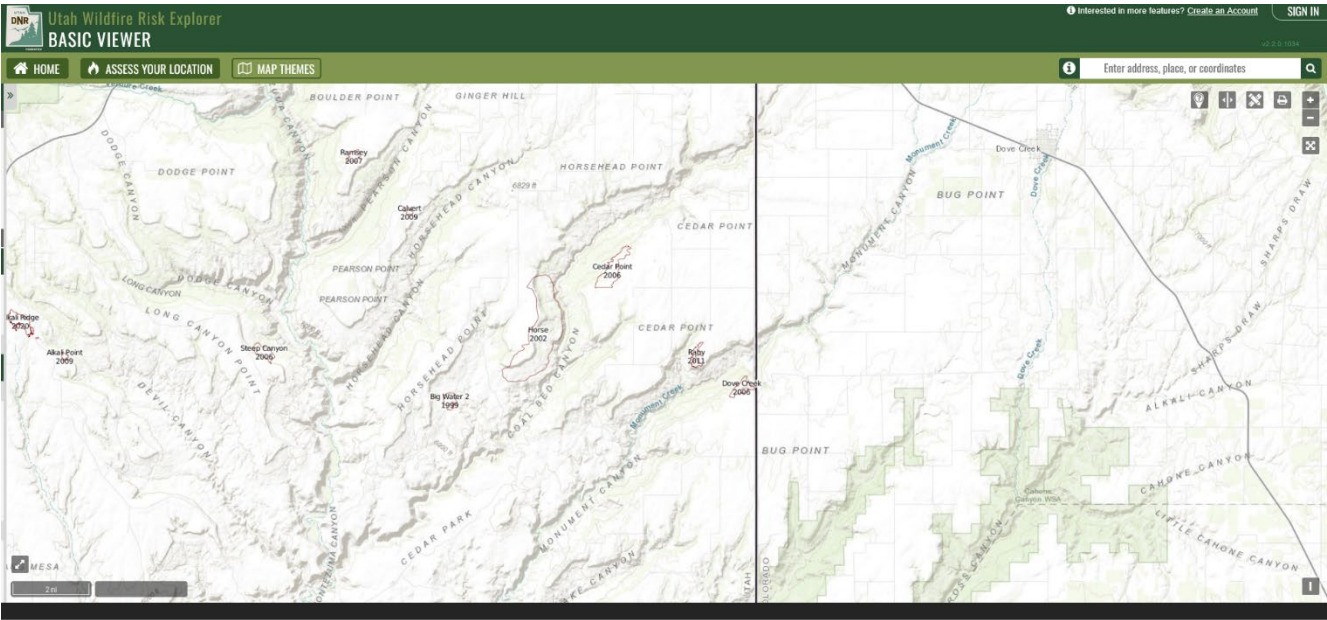
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	High
At-Risk Structures	High
Property Assessments	High

Please see attached

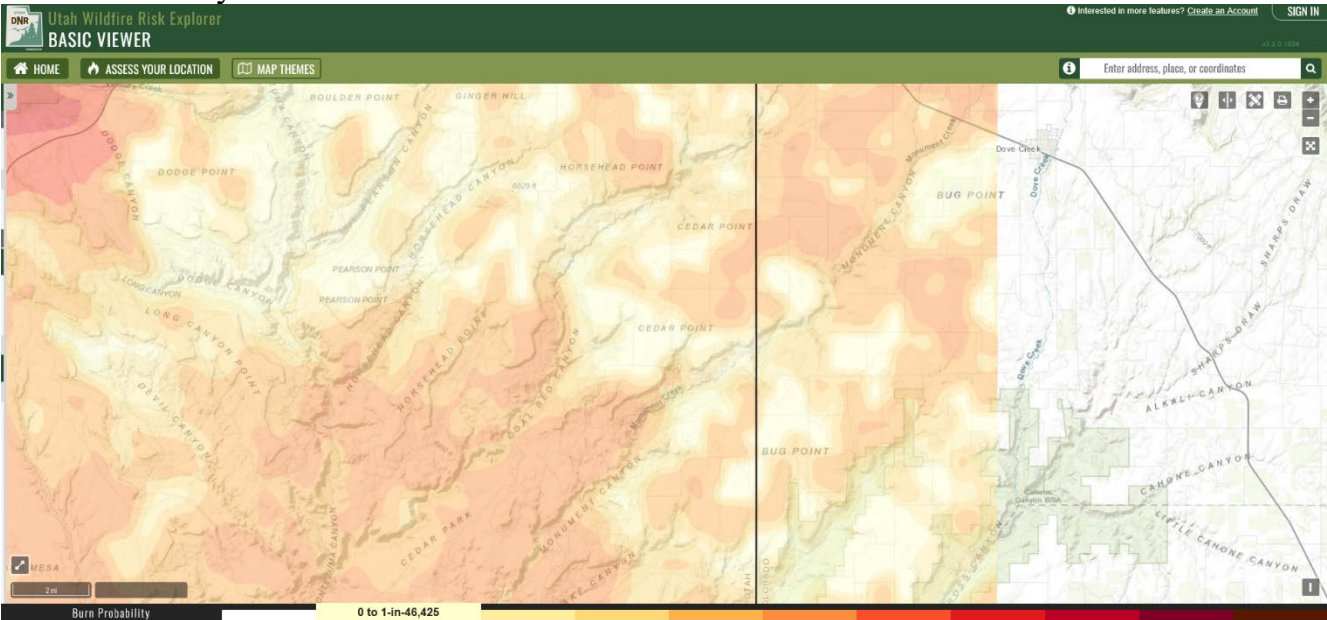
Bug Point Map



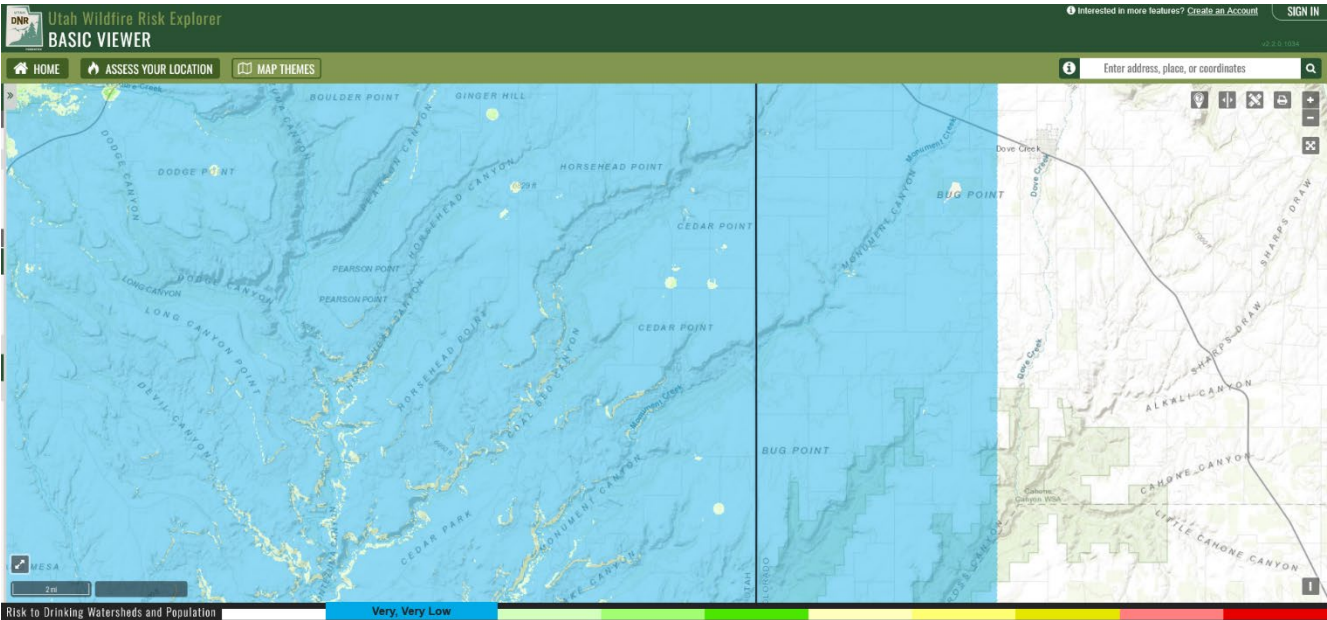
Historic Fire Perimeter



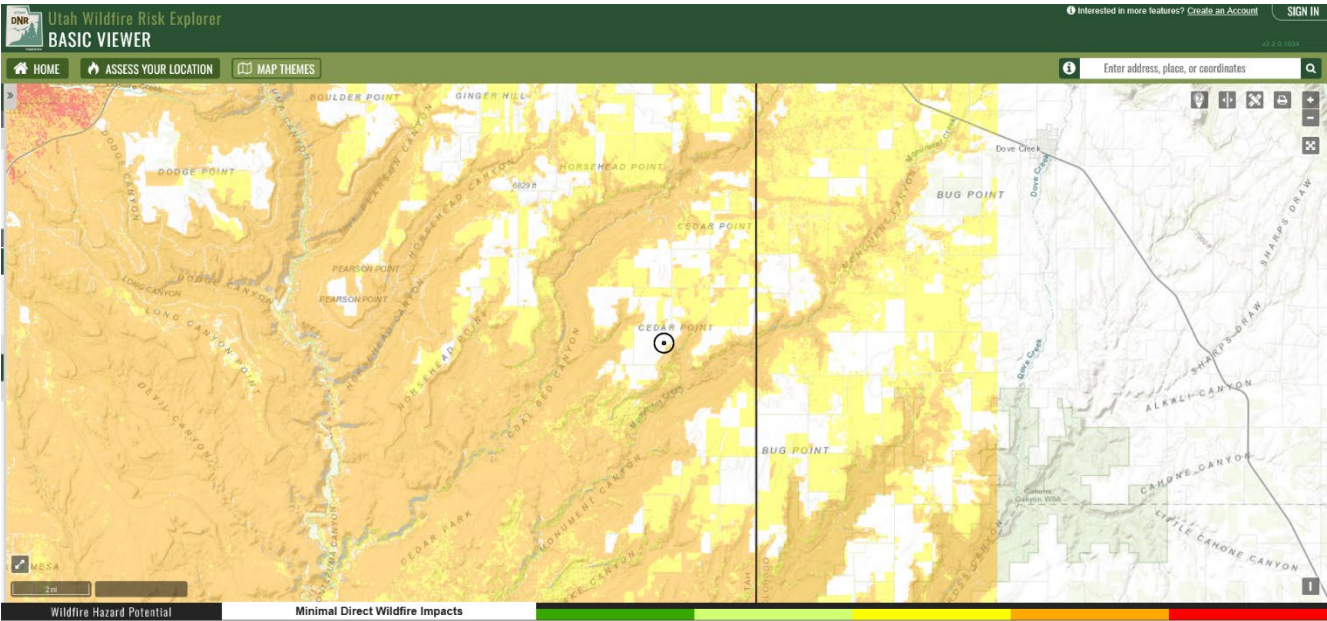
Burn Probability



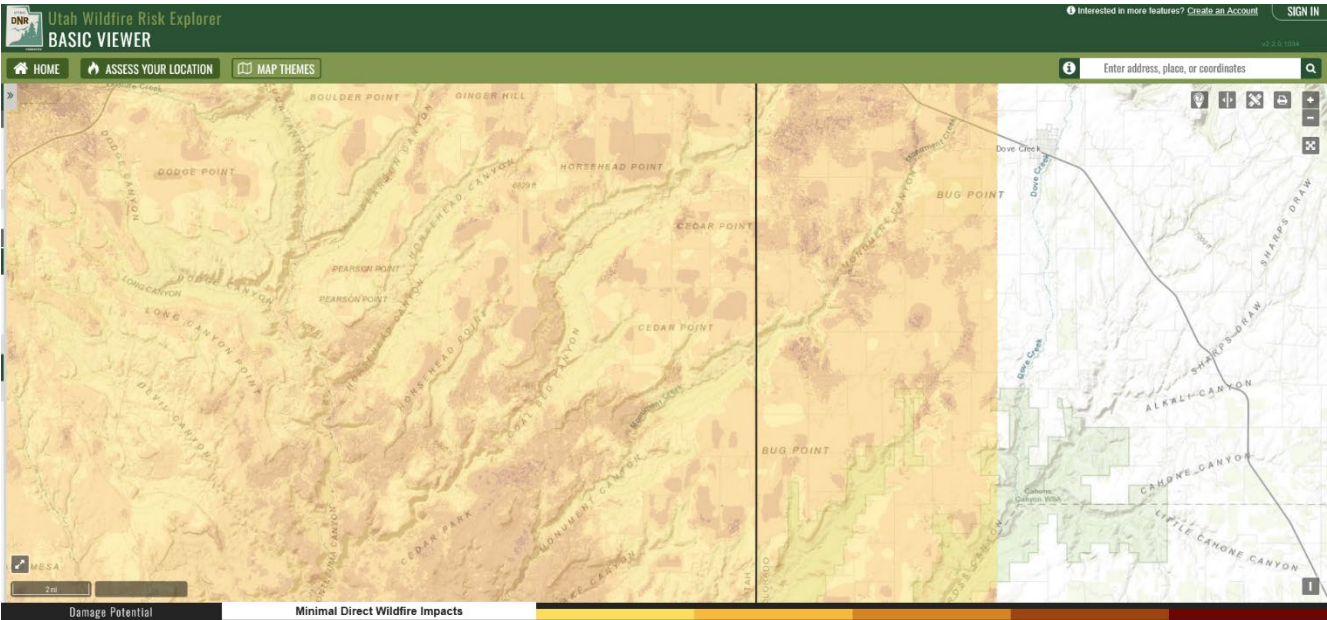
Risks to Watersheds



Wildfire Hazard Potential



Risk Potential to Structures



COMMUNITY DESCRIPTION

Ucolo Community Attributes
Location of Community The Ucolo area is a remote ranching and rural community situated on the mesa and benchlands between Monticello and Eastland in San Juan County, Utah. East: The Eastland community and the Colorado border region. West: Monticello and the Abajo Mountains. South: Agricultural rangelands and desert leading toward Montezuma Creek. North: Lisbon Valley and low desert benchlands. A portion of Bureau of Land Management (BLM) lands and Utah Division of Wildlife Resources (DWR) lands are located to the south and north of the community, creating an interface of private ranching parcels and public wildland that increases wildfire risk.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: most properties accessed by single long ranch roads tying back to county routes; few alternate egress options. • Signage inconsistent: many private tracks unmarked or lacking reflective signs, hindering navigation. • Seasonal issues: roads can be snowbound in winter or washed-out during monsoon storms, making access unreliable. • Dead ends/turnarounds: ranch spurs often end abruptly with inadequate space for tenders/engines. • Roadside vegetation: dense sagebrush and pinyon-juniper create flammable corridors along narrow roads. Bridges • Bridges are minimal; most crossings are culverts or low-water crossings. • Load capacity uncertain for heavy fire apparatus. Gates • Ranch gates frequent throughout community. • Many are locked or require keys/combinations; no standardized emergency access system (e.g., Knox Boxes). Culverts • Ranch culverts are often undersized and prone to plugging with debris/sediment. • Post-fire debris flows could overwhelm culverts, restricting access for residents and responders.
Structural Ignitability Concerns Defensible Space • Some ranch parcels benefit from grazed rangeland or irrigated fields, but many homes are bordered by sagebrush, oak brush, and juniper. • Corrals, wooden fences, and outbuildings often connect fuels directly to structures. • Estimated ~20–30% of homes maintain adequate defensible space; most lack full clearance. Home Hardening • Many older homes, mobile homes, and cabins with combustible wood siding and asphalt/metal roofs with open eaves. • Wooden decks, sheds, and fences are common ignition pathways. • Few homes incorporate ember-resistant vents, enclosed decks, or fire-resistant siding. Topography & Layout • Scattered homes and ranches along mesa and canyon edges. • Wind-exposed terrain and draws channel fire spread toward residences. • Limited access via narrow or unimproved roads complicates suppression. At-Risk Structures

- *Mix of ranches and rural residences near the Utah–Colorado border.*
 - *High risk for isolated homes at brush edges or in drainages with poor road access and no water supply.*
- Defensible Space & Assessments**
- *~20–30% with adequate defensible space.*
 - *<10% of properties have received formal wildfire property assessments.*

Community Demographics

Approximate number of homes	15-20
Approximate number of lots	30-40
Approximate number of commercial entities	0-1
Approximate number of full-time residents	40-50
Approximated number of part-time residents	20-30

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Ucolo properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

**PART II:
RISK ASSESSMENT**

Community Values at Risk

- Infrastructure:** Reliance on U.S. 491 and ranch roads; wildfire could block routes and isolate residents; overhead powerlines create ignition risk; water from private wells/small systems; limited hydrants; poor/no cellular coverage in parts of Bug Point mesa.
- Residential & Commercial Structures:** ~15–20 homes (ranch houses, cabins); 0–1 commercial entities tied to ranching; many older/combustible (wood siding, open decks); minimal hardening; inconsistent defensible space; few homes assessed.
- Watershed & Water Quality:** Drains toward San Juan River basin; wildfire could cause erosion, sedimentation, flooding; damage to wells, ditches, irrigation infrastructure.
- Forest & Rangelands:** Sagebrush, pinyon-juniper, and oak brush fuels prone to fast, high-intensity fire; grazing lands highly vulnerable to fire and post-fire erosion.
- Wildlife & Habitat:** Habitat for mule deer, elk, raptors, small mammals; riparian corridors critical but flammable; biodiversity and hunting values at risk.
- Social, Cultural & Economic Values:** Life safety of remote residents is priority; archaeological/Tribal sites at risk; ranching operations vulnerable to loss of forage, fencing, water systems, livestock infrastructure; property values/insurance costs impacted.
- Overall Vulnerability:** Moderate–high due to older homes, inconsistent defensible space, sparse infrastructure, limited suppression resources, and remote/seasonally hazardous access roads.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$5.4M-8.0M
Year	2025

Insurance Rating Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities: 1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10 <i>You can contact your local fire department to find your ISO rating</i>	
ISO Fire Insurance Rating:	9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	10

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk

- *Moderate to high wildfire risk due to surrounding sagebrush, oak brush, and pinyon-juniper fuels that support fast-moving, high-intensity fire.*

Location of Specific Ignitions

- *Ranching activity and equipment use.*
- *Hunting season recreation.*
- *Overhead powerlines as potential ignition sources.*

Water Impacts

- *Residents rely on private wells and small ranch systems.*
- *Post-fire erosion, flooding, and sedimentation could damage ditches, wells, and irrigation infrastructure.*

Suppression Difficulty

- *Single-access ranch roads; easily blocked during fire.*
- *No hydrants or reliable water sources.*
- *Long volunteer response times.*
- *Heavy roadside vegetation can trap residents and limit engine movement.*

Fire Occurrence Density

- *Human-caused ignitions more frequent than natural lightning.*
- *Ranching and hunting activity increase ignition probability.*

Rate of Spread

- *Dense fuels (sagebrush, oak brush, pinyon-juniper) promote rapid fire spread.*
- *Wind exposure and slope accelerate fire behavior.*

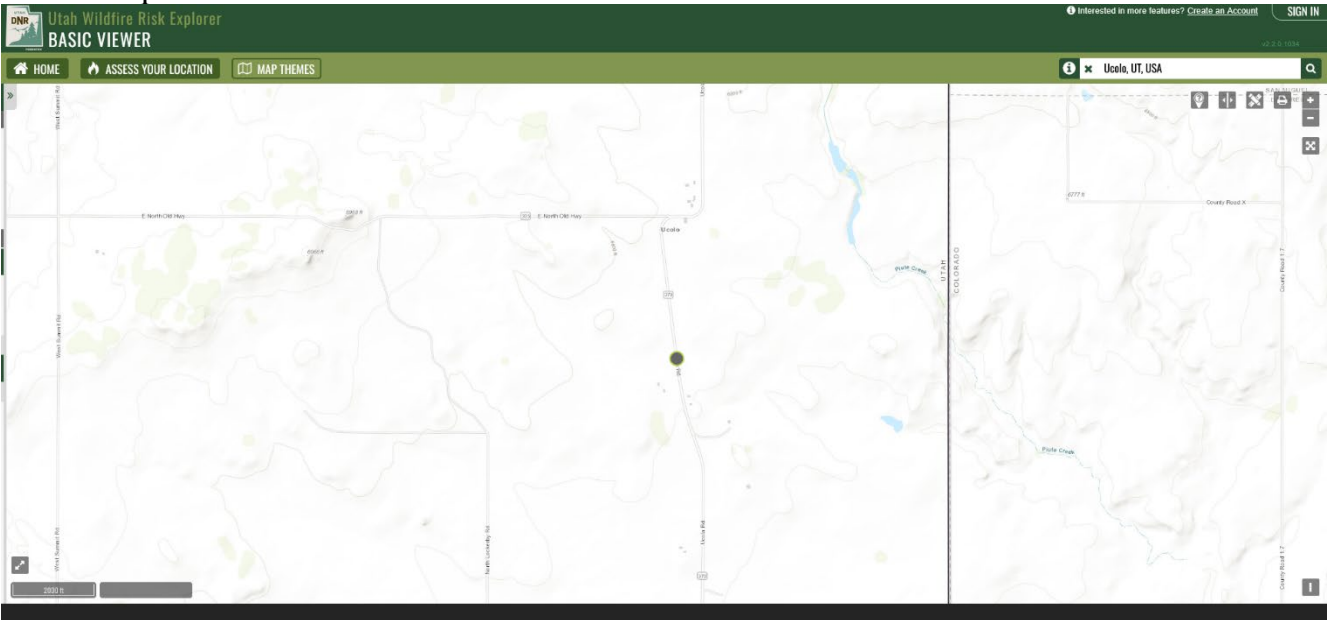
Fire Effects

- *15–20 homes, mostly older wood-frame houses or cabins with minimal hardening.*
- *Up to 1 small ranching/agricultural operation.*
- *Risks to ranch roads, fencing, wells, powerlines, and grazing lands.*
- *Cultural and archaeological resources at risk of permanent loss.*

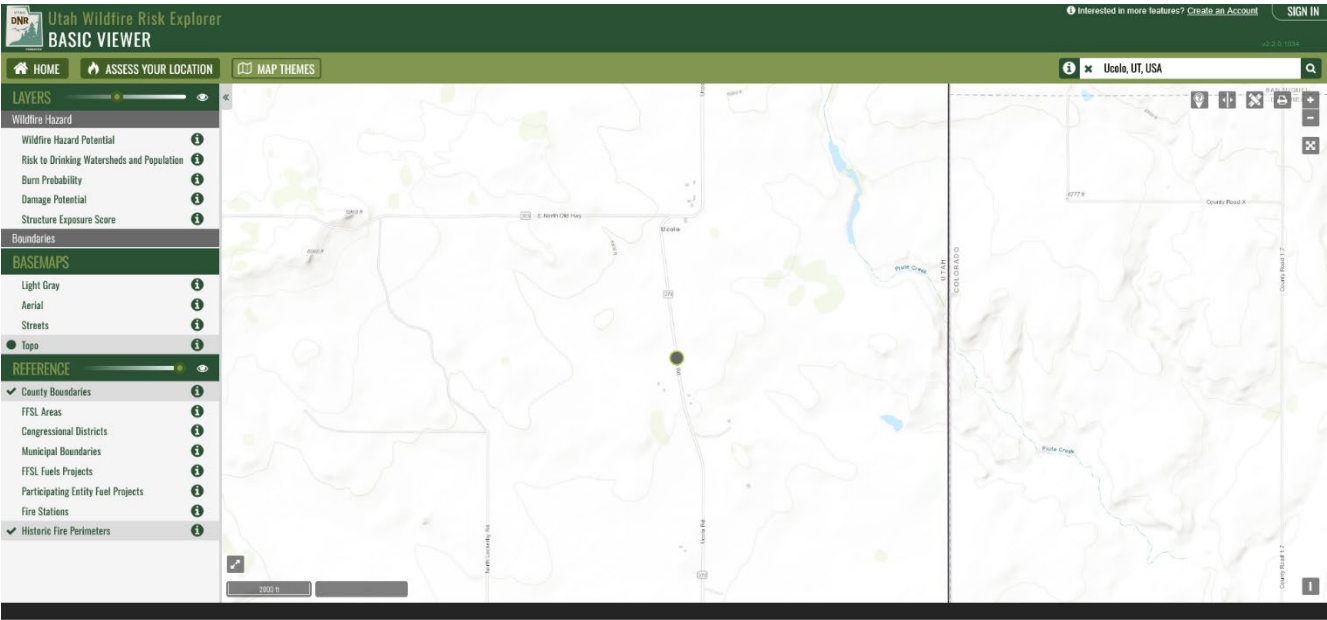
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

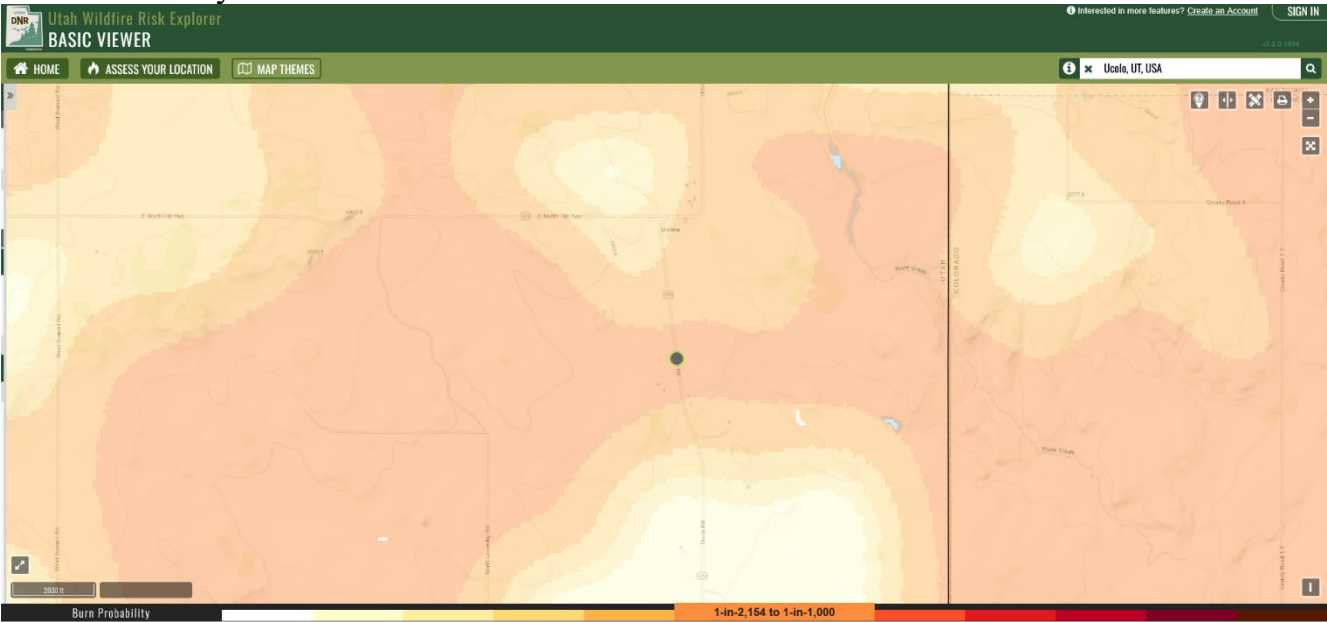
Ucolo Map



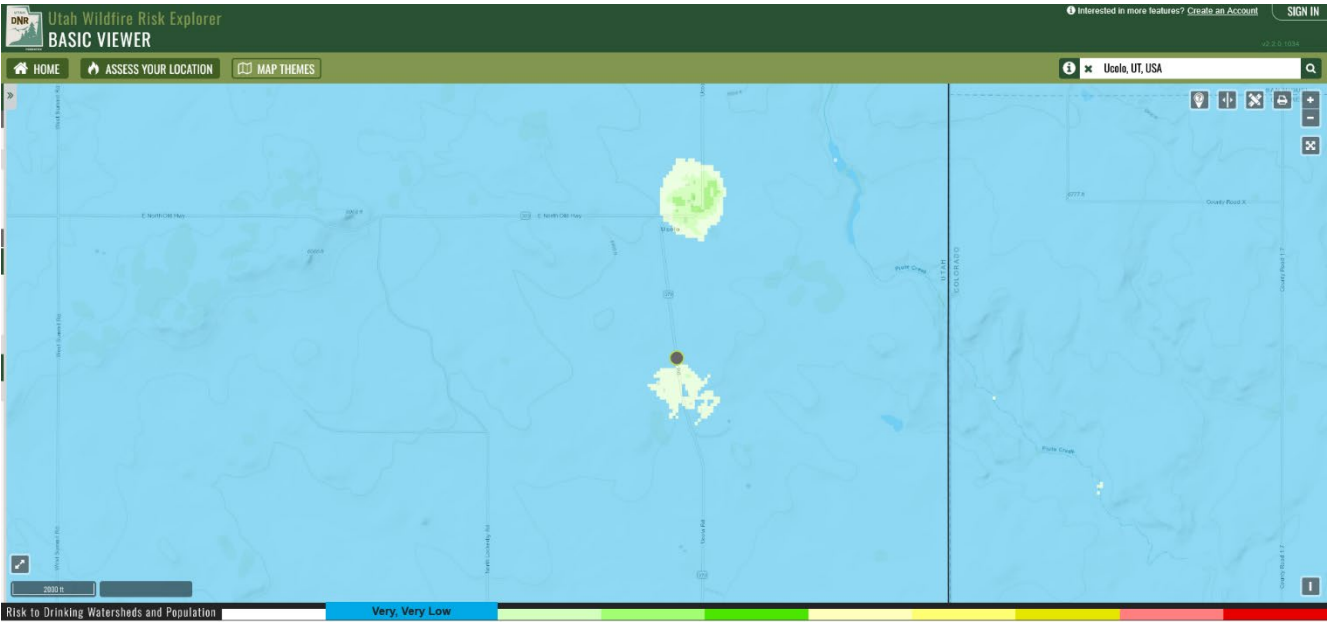
Historic Fire Perimeter



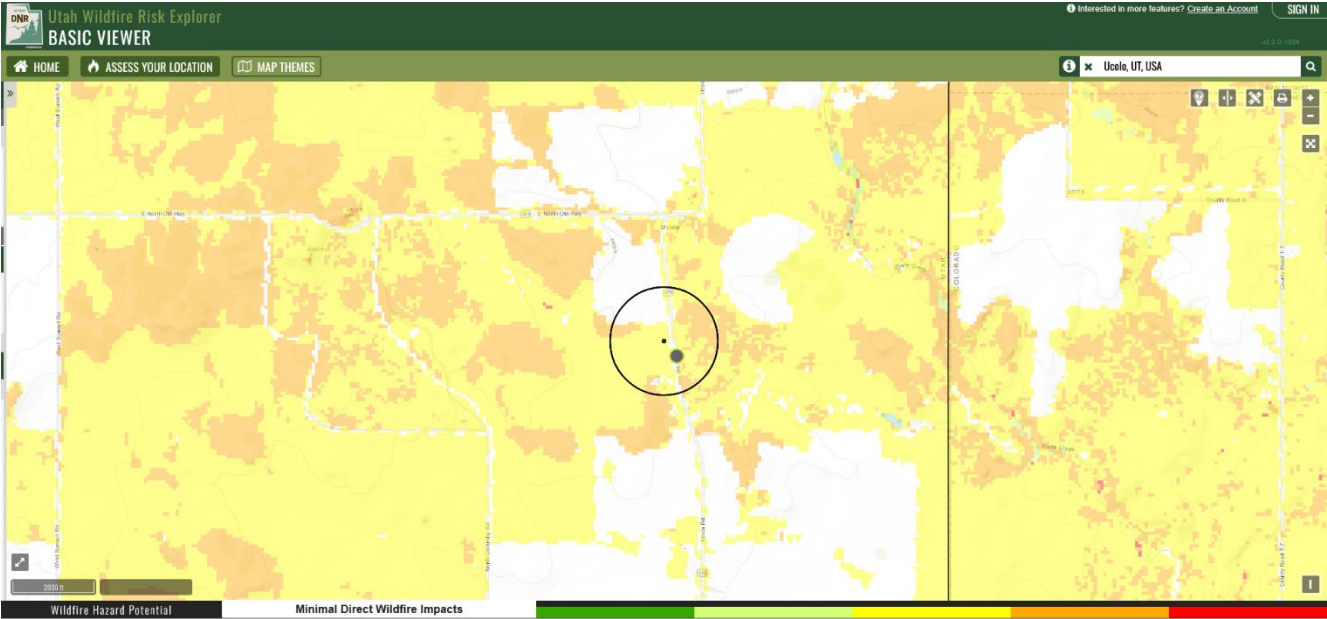
Burn Probability



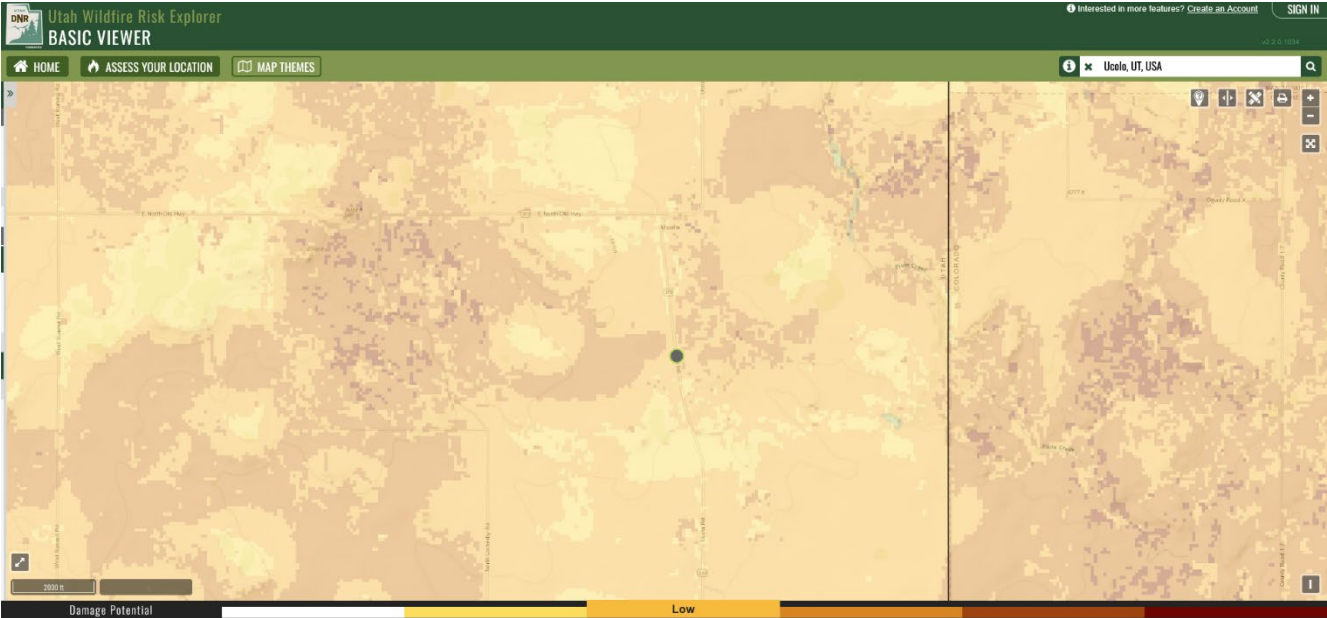
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Summit Point/West Summit Community Attributes
Location of Community The Summit Point area is a small, rural ranching community located in northeastern San Juan County, Utah, near the Colorado border. The community is situated on mesa and benchlands with a mix of private ranch parcels and surrounding wildlands. East: Colorado border region and agricultural lands. West: Monticello and the Abajo Mountains. South: Expansive rangelands and desert country leading toward Montezuma Creek. North: Lisbon Valley and canyonlands. A portion of Bureau of Land Management (BLM) and Utah Division of Wildlife Resources (DWR) lands are located around the community, creating a wildland–urban interface (WUI) where private ranch properties meet public wildlands, increasing overall wildfire risk.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: most properties accessed by single long ranch roads connecting to county routes; few alternate egress options. • Signage inconsistent: many private roads/tracks unmarked or lacking reflective signs, hindering navigation at night or in smoky conditions. • Seasonal issues: roads can be snowbound in winter or washed-out during summer monsoon storms, reducing reliability. • Dead ends/turnarounds: multiple ranch spurs end abruptly with inadequate space for tenders/engines to maneuver. • Roadside vegetation: dense sagebrush and pinyon-juniper along road edges create flammable corridors restricting safe evacuation and responder access. Bridges • Very few bridges; most crossings are culverts or low-water crossings. • Load capacity uncertain for heavy firefighting apparatus. Gates • Ranch gates frequent throughout the area. • Many are locked or require keys/combinations; no standardized access system (e.g., Knox Boxes), causing potential delays in response. Culverts • Ranch culverts are typically undersized and prone to plugging with sediment/debris. • Post-fire debris flows could overwhelm culverts, further restricting resident and responder access.
Structural Ignitability Concerns Defensible Space • Some parcels benefit from irrigated fields or grazed pastures acting as buffers. • Many homes remain surrounded by sagebrush, pinyon-juniper, and oak brush with little clearance. • Driveways, corrals, and wooden fencing often connect fuels directly to homes. • Only ~20–25% of residences maintain adequate defensible space. Home Hardening • Older ranch houses and mobile/manufactured homes common; many have wood siding and asphalt/metal roofs with open eaves. • Combustible attachments (decks, sheds, fences) are widespread ignition pathways. • Few homes use ember-resistant vents, enclosed decks, or non-combustible materials. Topography & Layout

- *Scattered homes on mesa and benchlands in wind-exposed positions.*
- *Canyon drainages and draws channel fire spread toward structures.*
- *Properties along farmland–wildland edges face elevated ignition risk.*

At-Risk Structures

- *Rural ranch houses and isolated dwellings with limited water supply for firefighting.*
- *High-risk: homes with little clearance, combustible siding, and poor access roads.*

Defensible Space & Assessments

- *~20–25% with adequate defensible space.*
- *<10% of homes have received formal wildfire risk assessments.*

Community Demographics

Approximate number of homes	20-25
Approximate number of lots	40-50
Approximate number of commercial entities	1-2
Approximate number of full-time residents	50-65
Approximated number of part-time residents	10-20

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning,	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

emergency management, and fire protection.			
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Restricting Covenants, Ordinances etc. (Attach as Appendix C) For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.	
Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Summit Point/West Summit properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk
Infrastructure: Served by single county road system with limited redundancy; wildfire could block routes and isolate residents; overhead powerlines create ignition risk; homes rely on private wells/small systems; no hydrants; cellular coverage limited/inconsistent. Residential & Commercial Structures: ~20–25 homes (ranch houses, rural dwellings); 1–2 ranching/ag operations; many older/combustible (wood siding, open decks); limited hardening; defensible space inconsistent; few homes assessed. Watershed & Water Quality: Drains to San Juan River basin; wildfire could cause erosion, sedimentation, flooding; damage to wells, ditches, irrigation. Forest & Rangelands: Sagebrush, pinyon-juniper, and oak brush fuels prone to high-intensity fire; grazing lands critical to economy, vulnerable to fire and post-fire erosion. Wildlife & Habitat: Supports mule deer, elk, raptors, small mammals; riparian corridors critical but flammable; wildfire would reduce biodiversity and hunting values. Social, Cultural & Economic Values: Life safety of remote residents is top priority; archaeological/Tribal cultural sites at risk; ranching operations vulnerable to forage, fencing, water system, and livestock losses; property values/insurance costs impacted. Overall Vulnerability: Moderate–high due to older homes, limited hardening, inconsistent defensible space, sparse infrastructure, minimal suppression resources, and remote/seasonally hazardous access.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$7.6M-11.5M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	9
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Summit Point / West Summit

- **Moderate to high wildfire risk** from surrounding sagebrush, oak brush, and pinyon-juniper fuels that support fast-moving, high-intensity fire.

Location of Specific Ignitions

- Ranching activity and equipment use.
- Hunting season recreation.
- Overhead powerlines.
- Roadside ignitions along county access routes.

Water Impacts

- Reliance on private wells and small ranch systems; no hydrants.
- Post-fire erosion, sedimentation, and debris flows could damage ditches, wells, and irrigation systems.

Suppression Difficulty

- Single-access County roads with limited turnarounds.
- Roadside vegetation can block engines and delay evacuation.
- Long volunteer response times and no established water supply for firefighting.

Fire Occurrence Density

- Human-caused ignitions (equipment, hunting, roadside) more likely than lightning.
- Seasonal activity increases ignition probability.

Rate of Spread

- Sagebrush, oak brush, and pinyon-juniper fuels enable rapid, wind-driven fire.
- Slopes and canyons increase intensity and spread potential.

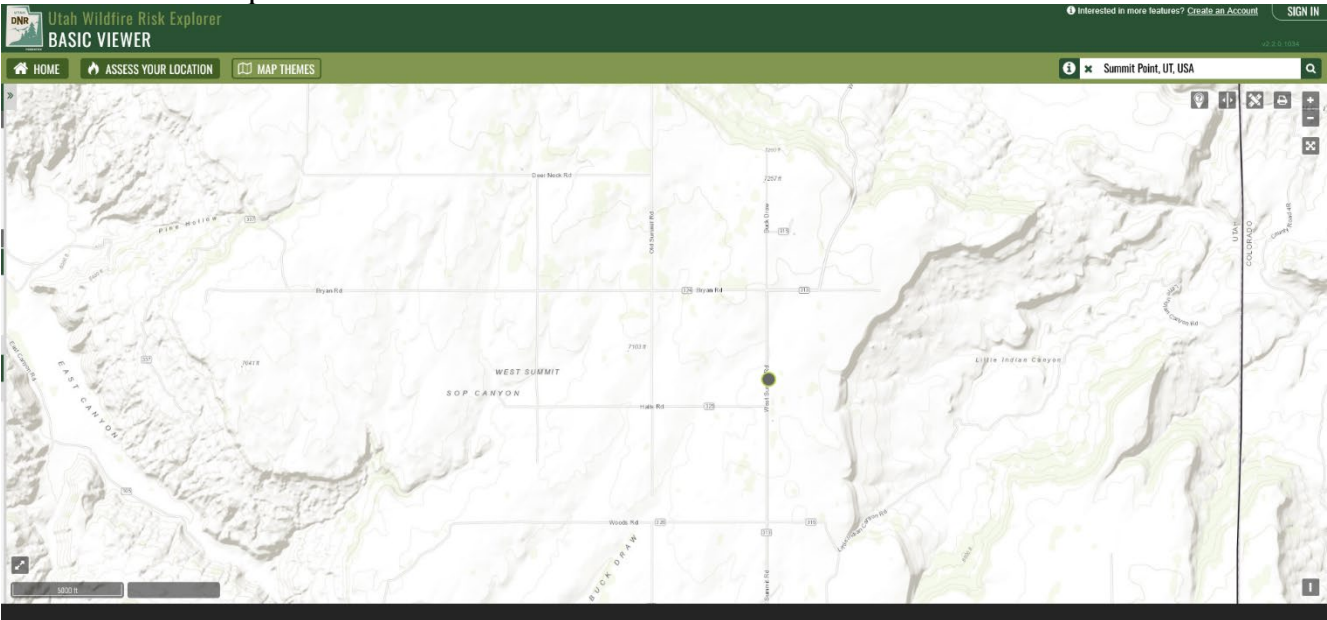
Fire Effects

- 20–25 homes, mostly older wood-frame or manufactured structures with limited hardening.
- Several small ranching/agricultural operations at risk.
- Key infrastructure (roads, wells, powerlines, fencing) highly vulnerable.
- Grazing lands and cultural/archaeological resources could sustain long-term impacts.

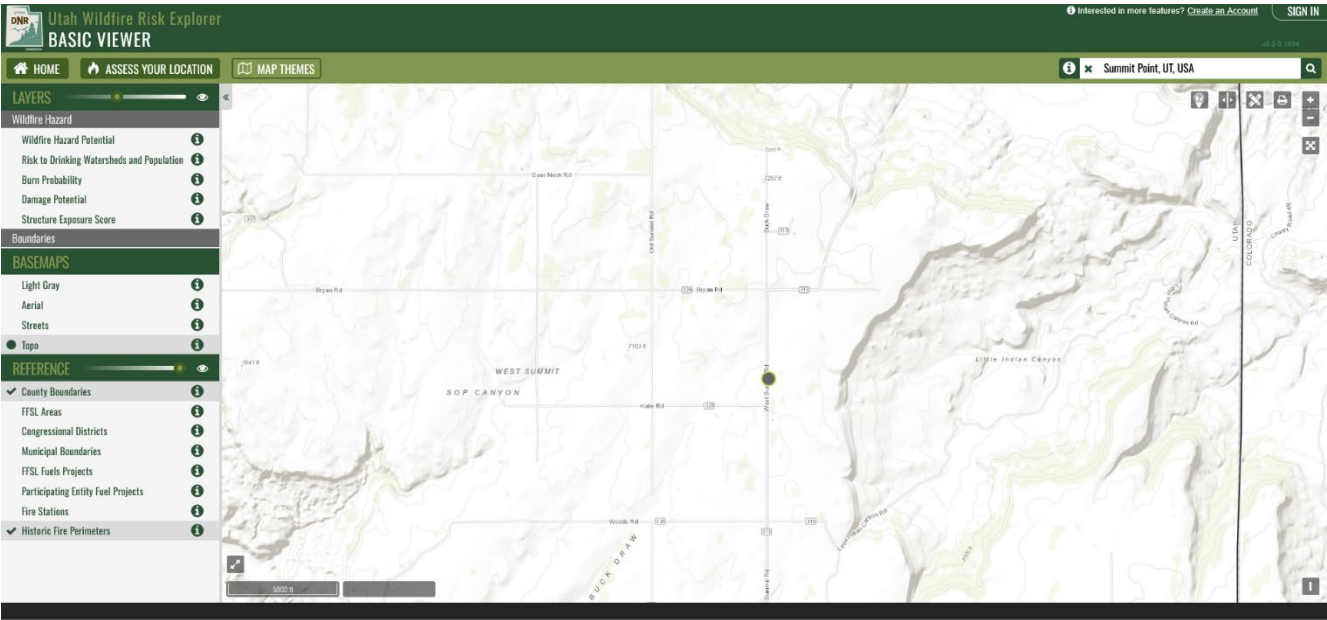
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

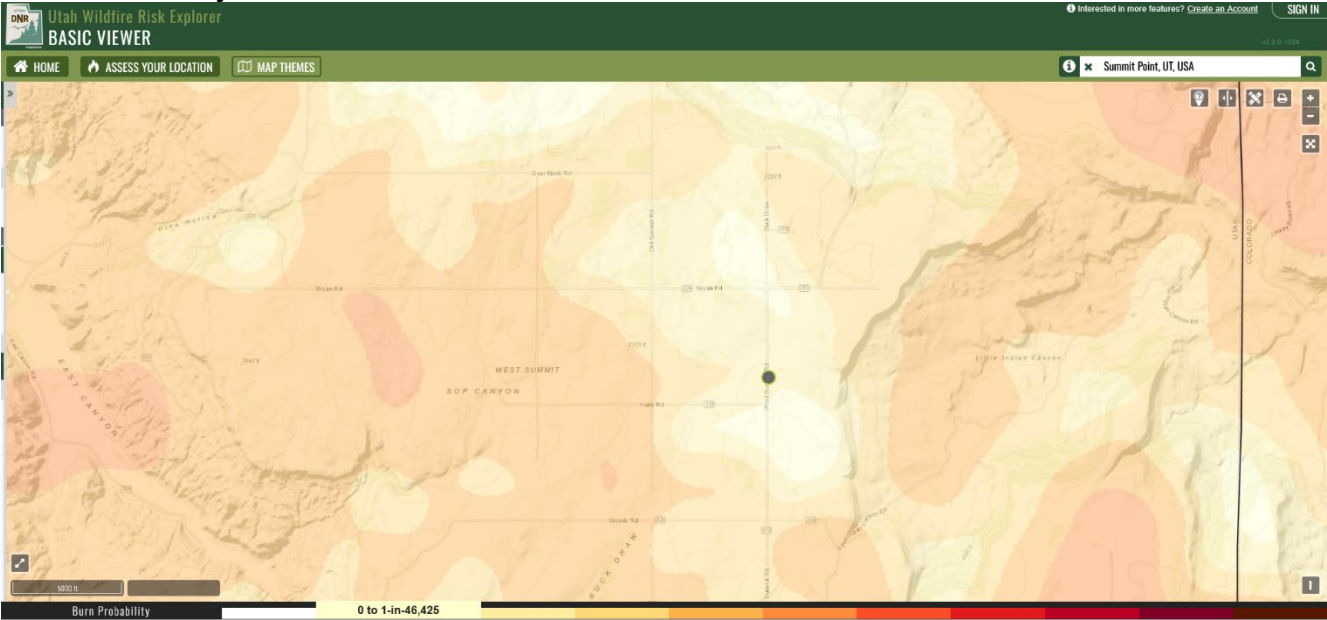
Summit Point Map



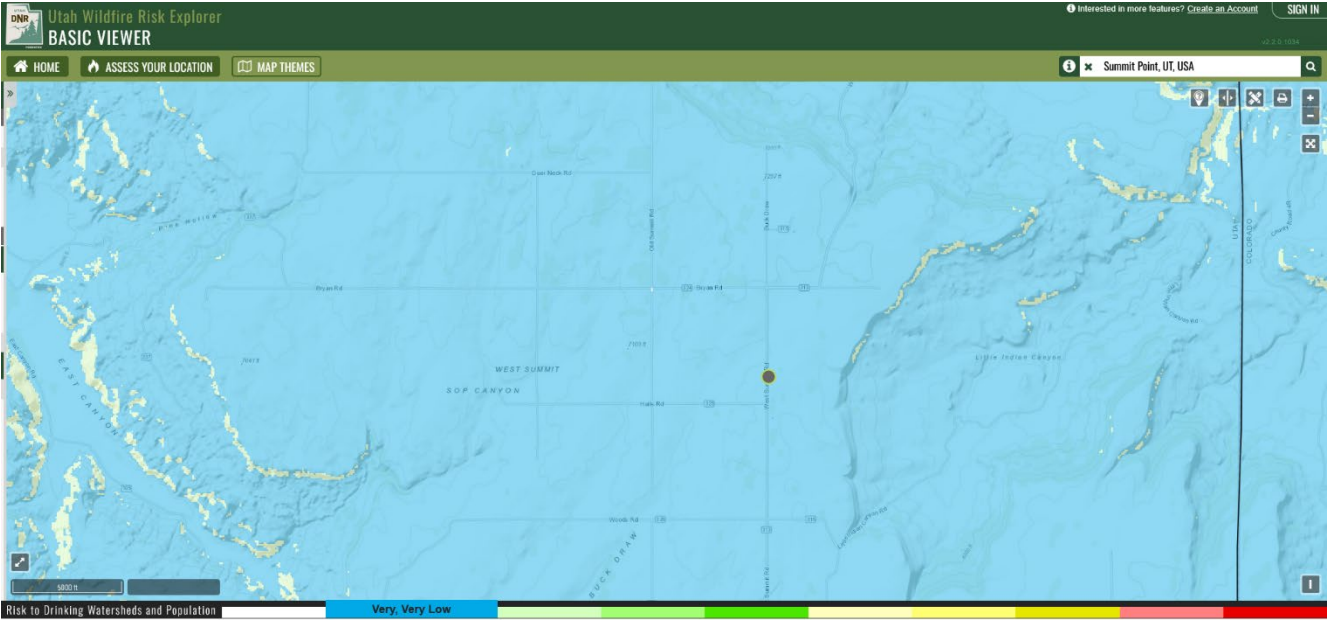
Historic Fire Perimeter



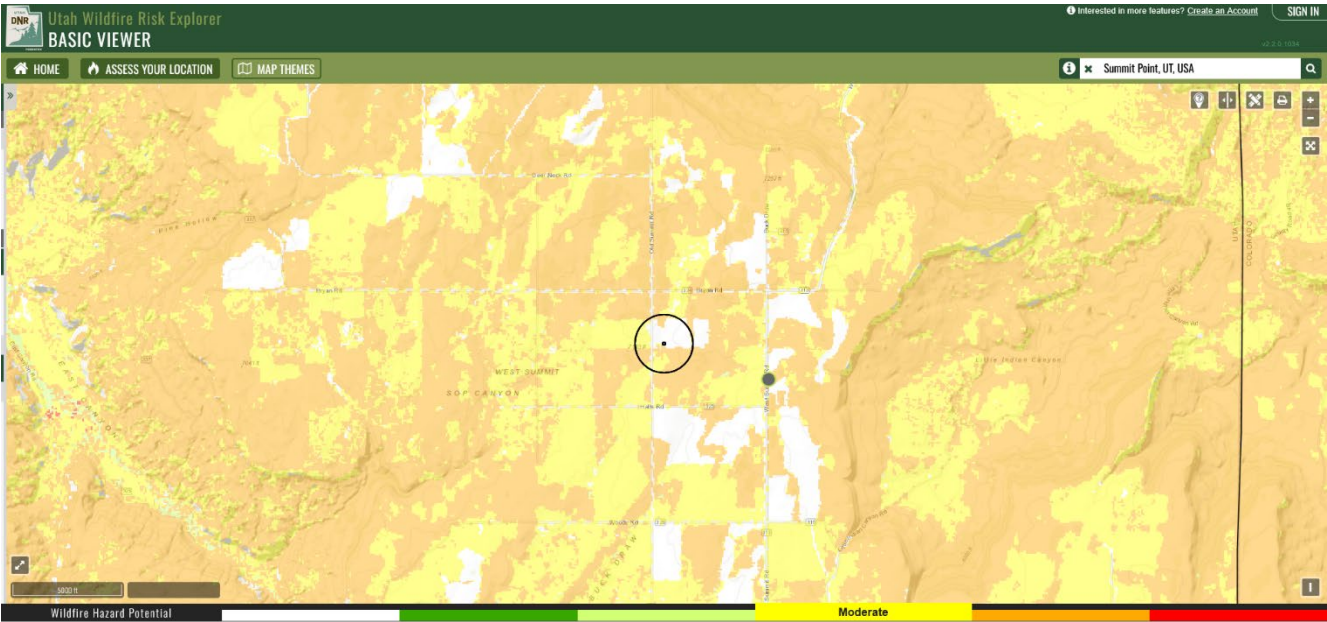
Burn Probability



Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Elk Meadows/Peters Hill Community Attributes
Location of Community The Elk Meadows and Peters Hill areas are small, rural residential and ranching communities located in northern San Juan County, Utah. These communities are situated on benchlands and foothills that transition between private ranch parcels, scattered residences, and surrounding wildlands. East: The Lisbon Valley region and Colorado borderlands. West: Monticello and the Abajo Mountain foothills. South: Agricultural rangelands, desert country, and connections toward Summit Point and Montezuma Creek. North: Grand County boundary and canyonlands leading toward Moab. A portion of Bureau of Land Management (BLM) lands and Utah Division of Wildlife Resources (DWR) lands are interspersed around the communities. This creates a significant wildland–urban interface (WUI), where private homes and ranch parcels border public wildlands, raising wildfire risk and complicating suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions <i>Road Access & Evacuation</i> Two Ways Out • Most homes accessed by single long driveways or private subdivision roads. • Minimal alternate egress; high risk of bottlenecks during evacuation. Signage • Inconsistent signage; some private lanes lack reflective or metal signs. • Navigation difficult under smoky or low-visibility conditions. Seasonal Accessibility • Roads can be snowbound in winter or eroded/wash-damaged during monsoon storms. • Seasonal conditions reduce reliability for residents and responders. Dead Ends / Turnarounds • Several lanes and spurs terminate without adequate turnaround space. • Large engines and water tenders may be restricted. Roadside Vegetation • Narrow roads bordered by sagebrush, oak brush, and pinyon-juniper. • Creates flammable corridors that can trap residents and hinder responders. Bridges • Very few; most crossings are culverts or low-water crossings. • Capacity for heavy firefighting equipment uncertain. Gates • Many private ranch/subdivision gates, often locked. • No standardized emergency access (e.g., Knox Boxes) to ensure timely entry. Culverts • Undersized culverts common; prone to clogging with sediment or debris. • Post-fire flooding could overwhelm them, blocking evacuation and response.
Structural Ignitability Concerns Defensible Space • Some parcels benefit from irrigated lawns, pastures, or cleared fields acting as buffers. • Many homes remain surrounded by sagebrush, oak brush, and pinyon-juniper with limited clearance. • Driveways, fences, and outbuildings often lined with combustible vegetation or wood, carrying fire to residences. • ~25–30% of homes maintain adequate defensible space. Home Hardening

- Many older ranch houses, mobile homes, and cabins with wood siding, asphalt/metal roofs, and open eaves.
- Combustible attachments (decks, sheds, wooden fencing) are common ignition pathways.
- Few homes use ember-resistant vents, enclosed decks, or non-combustible siding.

Topography & Layout

- Homes scattered along ranch roads and foothill benches in wind-exposed areas.
- Canyon drainages funnel fire uphill toward structures, accelerating spread.
- Residences at the wildland–rangeland edge face heightened ignition risk.

At-Risk Structures

- **Elk Meadows:** Rural homes and small ranches, some clustered, others isolated with inconsistent defensible space.
- **Peters Hill:** Scattered residences and agricultural properties with older construction and limited suppression access.

Defensible Space & Assessments

- ~25–30% with adequate defensible space.
- <10% of properties have completed formal wildfire risk assessments.

Community Demographics

Approximate number of homes	25-30
Approximate number of lots	50-60
Approximate number of commercial entities	1-2
Approximate number of full-time residents	65-80
Approximated number of part-time residents	15-25

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
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Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov
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Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Elk Meadows and Peters Hill properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Reliance on county ranch roads/subdivision lanes; wildfire could block routes and isolate residents; overhead powerlines pose ignition risk; homes rely on private wells/small systems; no hydrants; cellular coverage inconsistent/poor.
- Residential & Commercial Structures:** ~25–30 homes (ranch houses, rural dwellings, cabins); ~1–2 ranch/ag operations; many older/combustible (wood siding, open decks, asphalt/metal roofs); limited hardening; defensible space inconsistent; few risk assessments completed.
- Watershed & Water Quality:** Drain into San Juan River basin via small tributaries/ditches; wildfire could cause erosion, sedimentation, flooding; damage to wells, irrigation, and ag water infrastructure.
- Forest & Rangelands:** Sagebrush, pinyon-juniper, oak brush fuels burn intensely under dry/windy conditions; grazing lands vulnerable to direct fire and post-fire erosion, reducing forage and ranching viability.
- Wildlife & Habitat:** Supports mule deer, elk, raptors, small mammals; riparian corridors critical but flammable; wildfire could reduce biodiversity, hunting, and recreation values.

- **Social, Cultural & Economic Values:** Life safety of remote residents is top priority; archaeological/Tribal sites at risk of permanent loss; ranching operations vulnerable to forage, fencing, water system, and livestock infrastructure losses; property values/insurance costs impacted.
- **Overall Vulnerability:** Moderate–high due to older combustible homes, inconsistent defensible space, no hydrants, sparse suppression resources, and remote/seasonally hazardous roads.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$9.4M – \$13.2M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10
You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.
[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	9
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Elk Meadows / Peters Hill

- **Moderate to high wildfire risk** from surrounding sagebrush, pinyon-juniper, and oak brush fuels that burn with high intensity under dry and windy conditions.

Location of Specific Ignitions

- Ranching equipment and agricultural operations.
- Vehicles along county roads.
- Overhead powerlines.
- Occasional recreation use adds ignition potential.

Water Impacts

- Homes rely on private wells and irrigation ditches.
- Post-fire erosion, sedimentation, and flooding could damage water supplies and infrastructure.

Suppression Difficulty

- Single-access roads with dead ends and no turnarounds.
- Inconsistent signage complicates response.
- Limited water supply; no hydrants.
- Extended volunteer response times.
- Dense roadside fuels and wind exposure threaten safe evacuation.

Fire Occurrence Density

- Human-caused ignitions (equipment, traffic, recreation, powerlines) more frequent than lightning.
- Seasonal activity increases ignition risk.

Rate of Spread

- Dense sagebrush, pinyon-juniper, and oak brush promote fast-moving, wind-driven fire.
- Exposed topography increases spread and flame intensity.

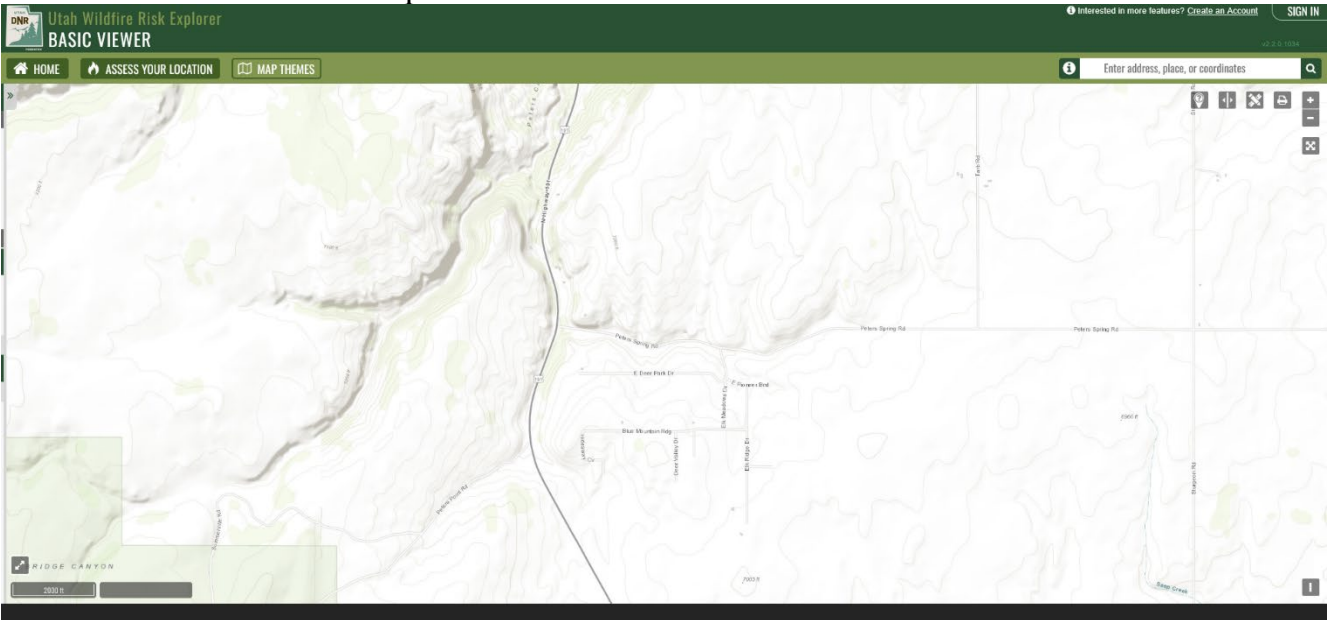
Fire Effects

- 25–30 homes, mostly older wood-frame or manufactured structures with limited hardening.
- 1–2 ranching/agricultural operations at risk.
- Vulnerable infrastructure: county roads, overhead powerlines, private wells, irrigation ditches.
- Grazing lands, fencing, livestock infrastructure, and cultural/archaeological resources at risk of long-term damage.

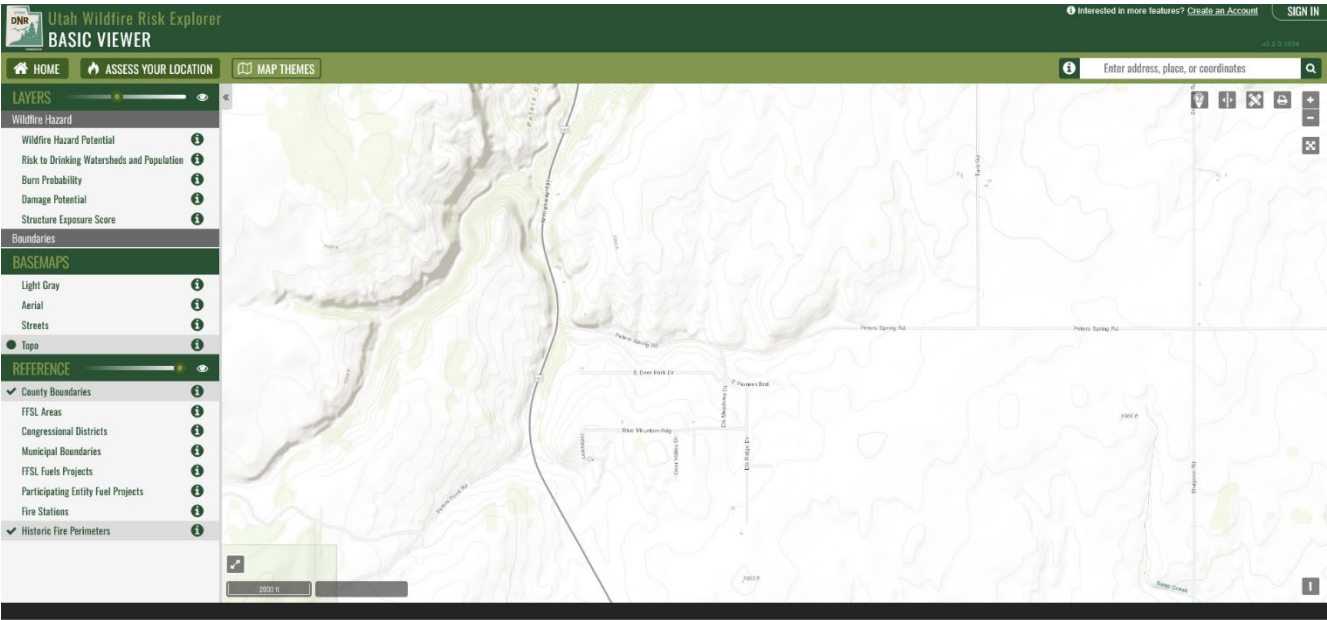
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

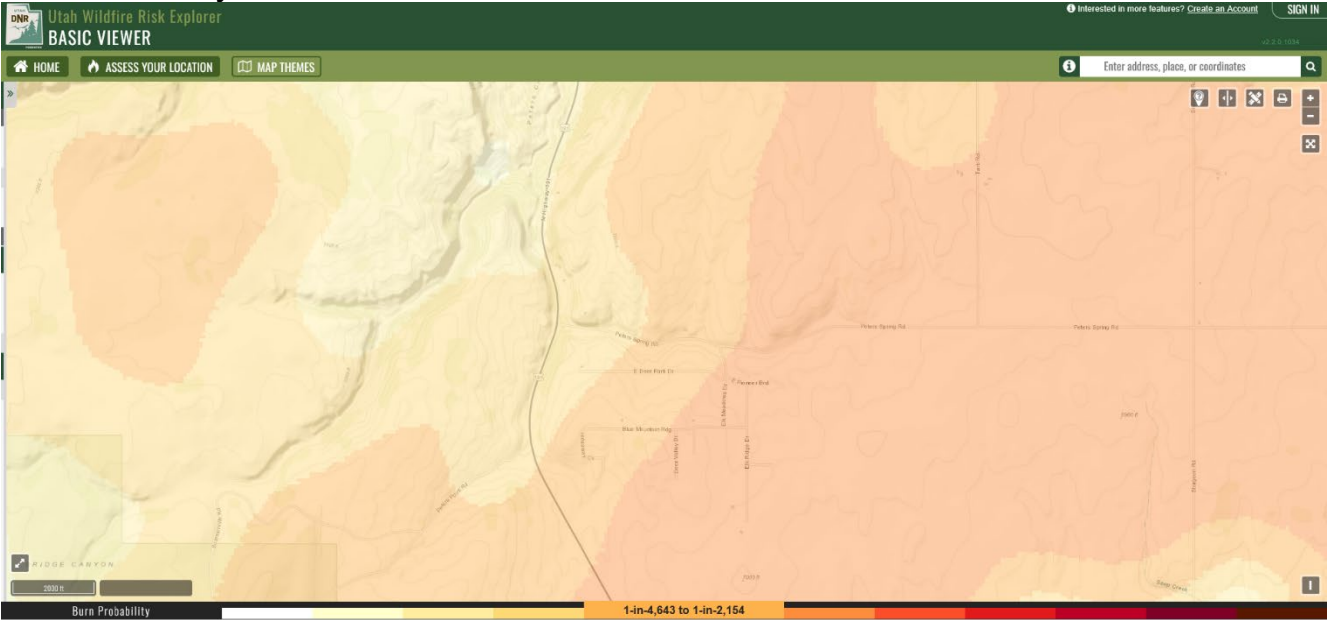
Elk Meadows/Peters Hill Map



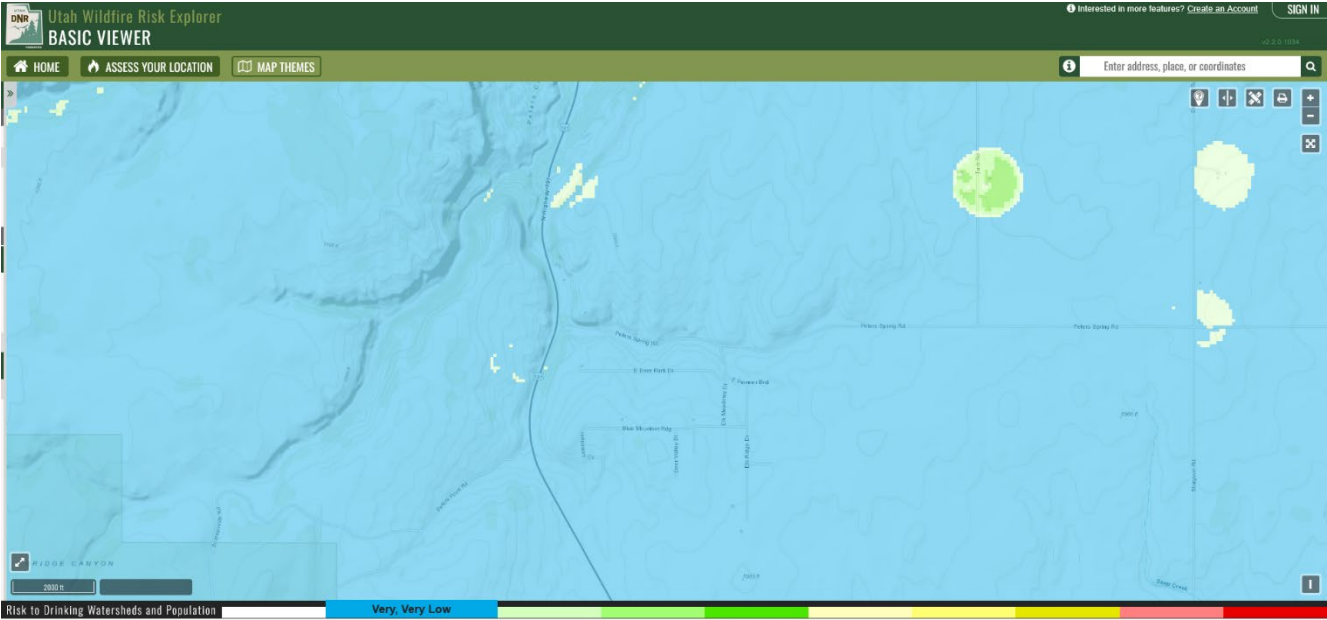
Historic Fire Perimeter



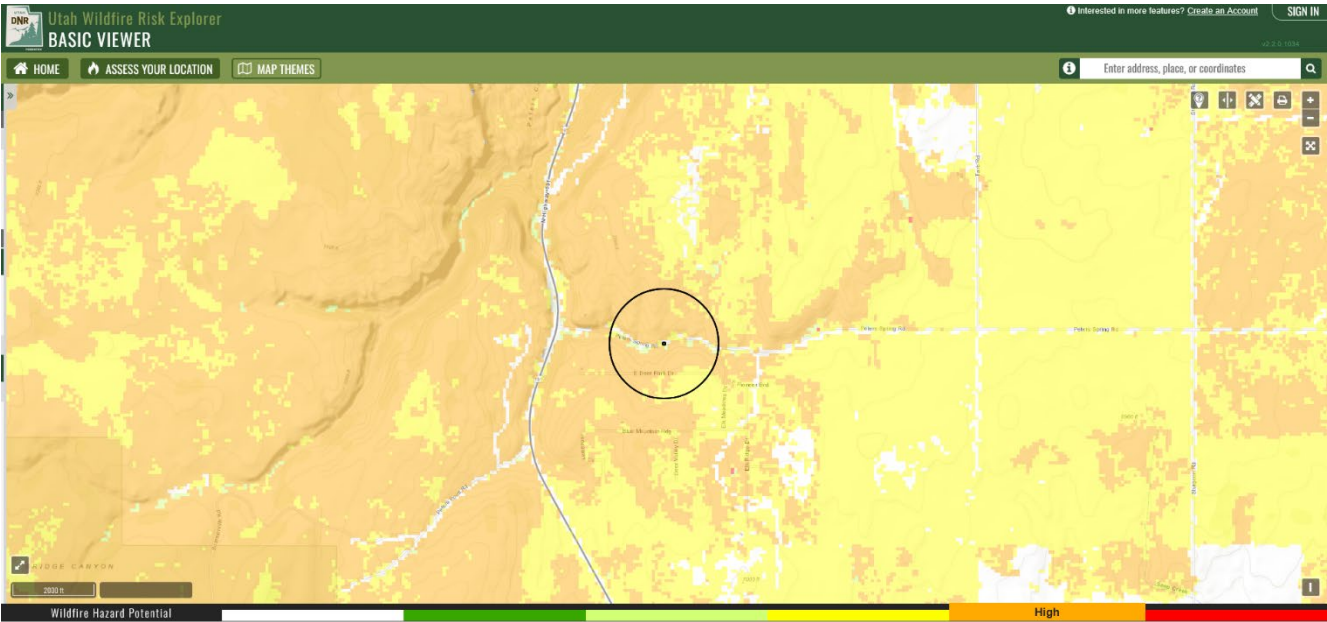
Burn Probability



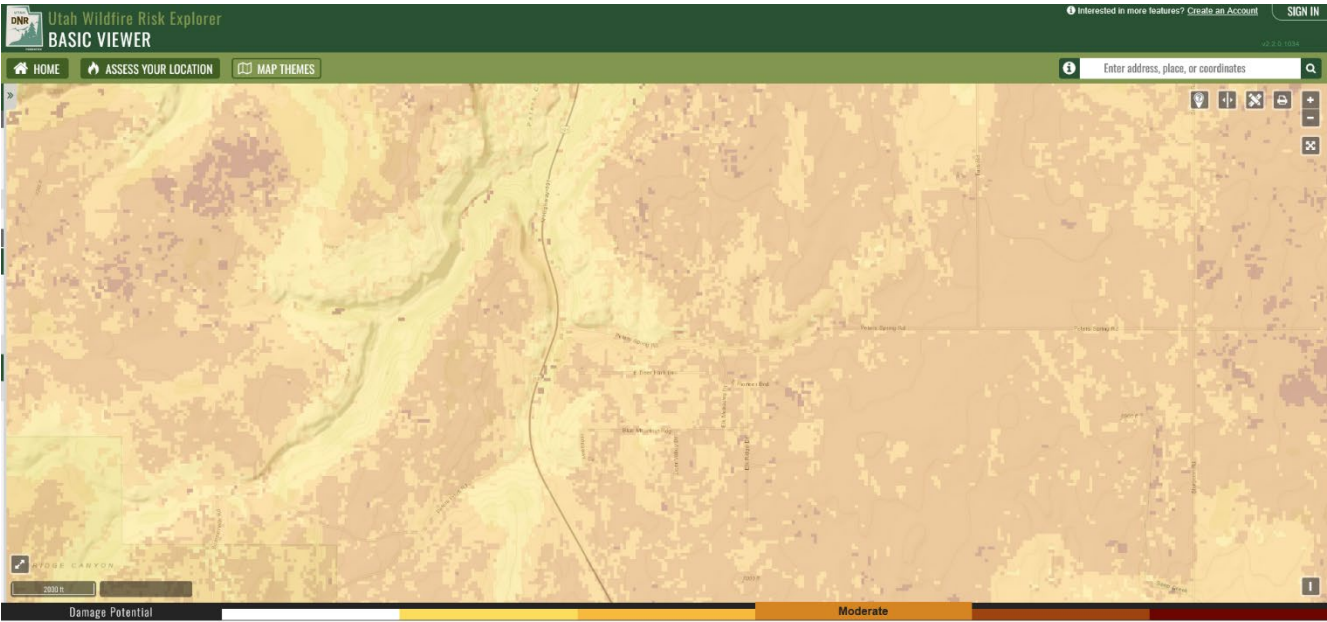
Risks to Watershed



Wildfire hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Wilson Arch Community Attributes
Location of Community
The Wilson Arch area is a small, rural residential and recreational community located in northern San Juan County, Utah, along U.S. Highway 191 between Monticello and Moab. The community is centered around the Wilson Arch landmark and nearby subdivisions that include a mix of permanent homes, vacation properties, and cabins. East: Lisbon Valley and the Colorado borderlands. West: The Abajo Mountain foothills and agricultural rangelands near Monticello. South: Desert benchlands and rural ranch properties extending toward La Sal and Summit Point. North: Grand County boundary, with connections toward Moab and Canyonlands. A portion of Bureau of Land Management (BLM) lands and Utah Division of Wildlife Resources (DWR) lands surround the community. This creates a significant wildland–urban interface (WUI), where private homes and recreation-focused properties border public lands, increasing wildfire risk and complicating suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions
Road Access & Evacuation • <i>Two ways out:</i> subdivision accessed directly from U.S. Highway 191; interior roads are mostly single-access loops or dead ends with limited alternate egress. • Signage: road signs present but inconsistent; some private drives lack reflective metal signs, hindering night/smoke navigation. • Seasonal issues: U.S. 191 is maintained year-round, but subdivision roads may be snow-covered in winter or affected by washouts/erosion during monsoon rains. • Dead ends/turnarounds: several spurs end abruptly with insufficient space for tenders/engines. • Roadside vegetation: narrow roads lined with pinyon-juniper, oak brush, and sagebrush, forming flammable corridors that restrict safe evacuation and access. Bridges • Few bridges; most crossings are culverts or low-water structures. • Load capacity uncertain for heavy firefighting equipment. Gates • Some private parcels/driveways gated, often locked or requiring combinations/keys. • No standardized emergency access system (e.g., Knox Boxes), creating potential delays. Culverts • Subdivision culverts are often undersized and prone to clogging with debris. • Post-fire flooding/debris flows could overwhelm structures, cutting off road access for residents and responders.
Structural Ignitability Concerns
Defensible Space • Large subdivision lots provide some buffers, but many homes remain surrounded by dense pinyon-juniper, oak brush, and sagebrush. • Irrigated lawns and landscaping help in some areas, but wooden fencing, vegetation-lined driveways, and decks can carry fire to homes. • ~25–30% of homes maintain adequate defensible space; most lack full clearance. Home Hardening • Mix of modern homes, cabins, and manufactured structures. • Many homes feature combustible siding, asphalt/metal roofs with open eaves, and wooden decks/sheds. • Few structures use ember-resistant vents, enclosed decks, or fire-resistant siding. Topography & Layout

- *Residences spread across sloped terrain, canyon benches, and subdivision loops.*
- *Wind exposure and drainage channels funnel fire toward structures.*
- *Edge-of-subdivision homes adjacent to wildland fuels face highest risk.*

At-Risk Structures

- *Combination of full-time residences and vacation properties along U.S. Highway 191.*
- *Dense fuels, combustible construction, and restricted interior road layouts heighten vulnerability.*

Defensible Space & Assessments

- *~25–30% with adequate defensible space.*
- *<10% have received formal wildfire property assessments.*

Community Demographics

Approximate number of homes	25-30
Approximate number of lots	50-60
Approximate number of commercial entities	1-2
Approximate number of full-time residents	65-80
Approximated number of part-time residents	15-25
Notes/comments:	

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning,	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

emergency management, and fire protection.			
HOA			
Wilson Arch SSD		435-503-8477	bodwassd@gmail.com

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Wilson Arch properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Direct access to U.S. 191; interior subdivision roads are single-access loops/spurs, easily blocked; overhead powerlines pose ignition/damage risk; homes rely on wells, septic, propane; no hydrants; cell service good on U.S. 191 but weaker inside subdivision.
- Residential & Commercial Structures:** ~40–50 homes (mix of full-time and seasonal); very limited commercial activity (short-term rentals/tourism use); many homes combustible (wood siding, open decks, minimal hardening); defensible space inconsistent, only ~25–30% maintained.
- Watershed & Water Quality:** Benchlands drain to canyons/arroyos into Colorado River watershed; wildfire could trigger flooding, erosion, sedimentation; damage to roads, culverts, and private wells.
- Forest & Rangelands:** Fuels include pinyon-juniper, sagebrush, oak brush; prone to fast, high-intensity fire; loss of vegetation would increase erosion and recovery costs.
- Wildlife & Habitat:** Habitat for mule deer, elk, raptors, small mammals, songbirds; limited riparian drainages critical but flammable; habitat loss would reduce biodiversity, hunting, and recreation values.

- **Social, Cultural & Economic Values:** Life safety of residents, visitors, and seasonal occupants is priority; archaeological/Tribal cultural sites at risk; tourism/short-term rental economy sensitive to fire damage and insurance cost increases.
- **Overall Vulnerability:** Moderate–high due to combustible homes, limited hardening, sparse infrastructure (no hydrants), inconsistent defensible space, and constrained interior road network.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 14.9M – \$23.5M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10
You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.
[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	8
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Wilson Arch

- **Moderate to high wildfire risk** from surrounding pinyon-juniper, sagebrush, and oak brush that burn intensely and support fast-moving, wind-driven fire.

Location of Specific Ignitions

- Residential activity within the subdivision.
- Vehicles traveling U.S. Highway 191.
- Ranching and recreational use.
- Overhead powerlines crossing the community.

Water Impacts

- Homes rely on wells and septic systems.
- Post-fire erosion and flooding could damage water quality, wells, and septic infrastructure.

Suppression Difficulty

- Narrow, looping subdivision roads with dead ends.
- No hydrants or reliable suppression water sources.
- Long volunteer response times.
- Dense roadside fuels can block access and delay evacuations.

Fire Occurrence Density

- Higher risk of human-caused ignitions due to year-round residential activity, highway traffic, and recreation.
- Powerlines present persistent ignition hazard.

Rate of Spread

- Pinyon-juniper, sagebrush, and oak brush promote rapid spread and high-intensity fire.
- Wind exposure increases flame lengths and spotting potential.

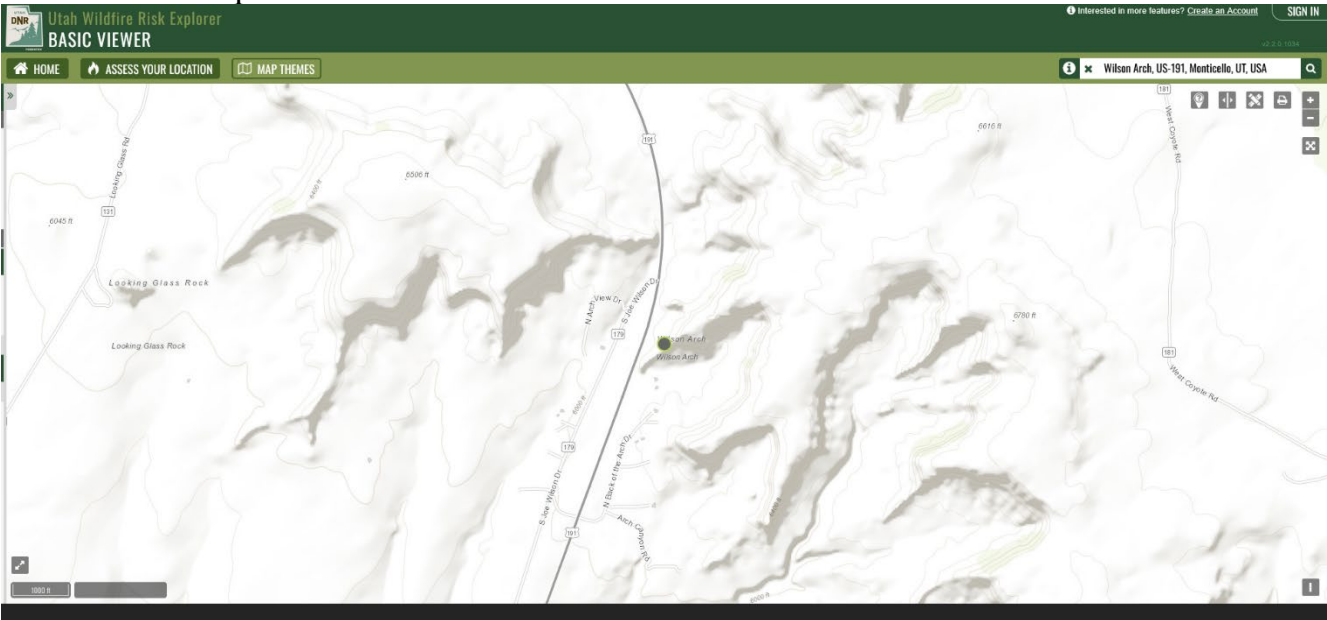
Fire Effects

- 40–50 homes at risk, including short-term rental and vacation properties.
- Many structures with combustible siding, open decks, and limited defensible space.
- Key infrastructure at risk: U.S. 191, interior subdivision roads, overhead powerlines, wells, and septic systems.
- Recreational and cultural resources nearby also threatened.

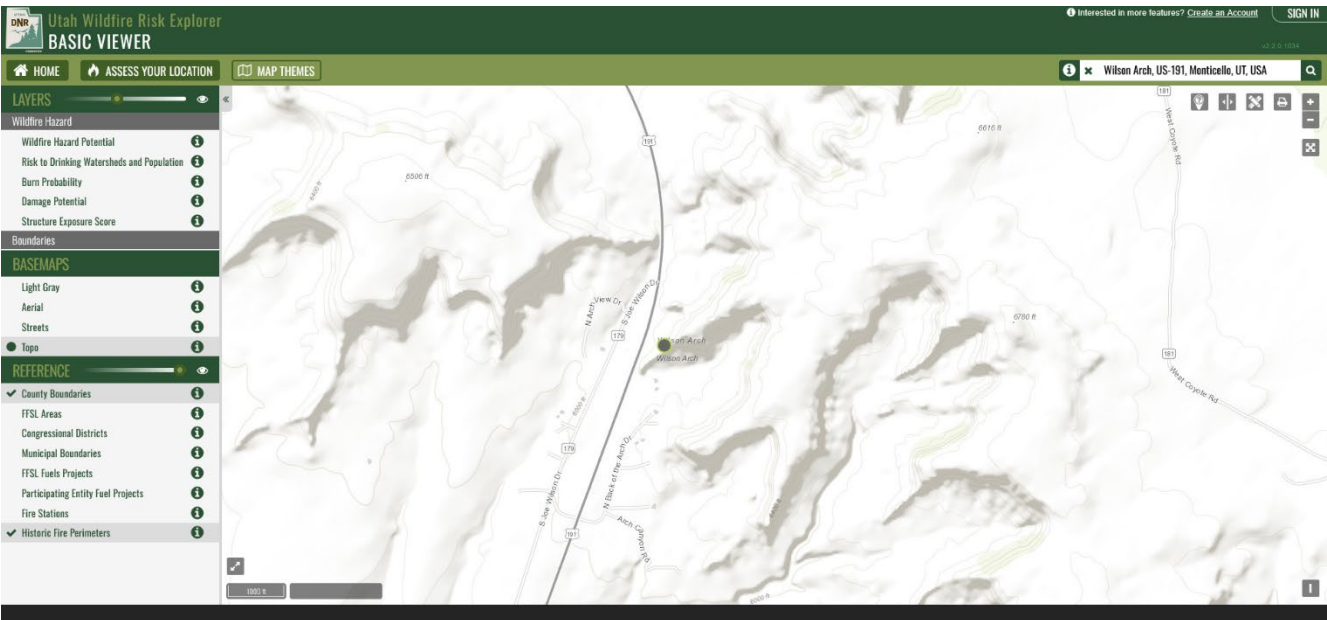
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

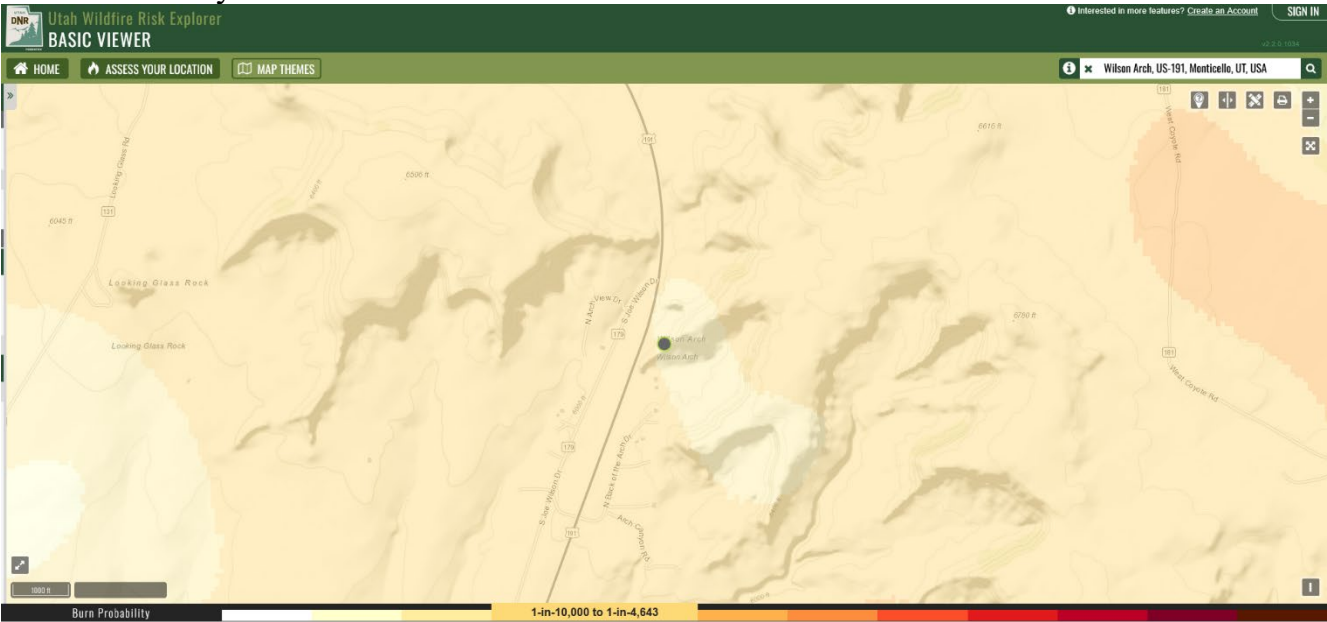
Wilson Arch Map



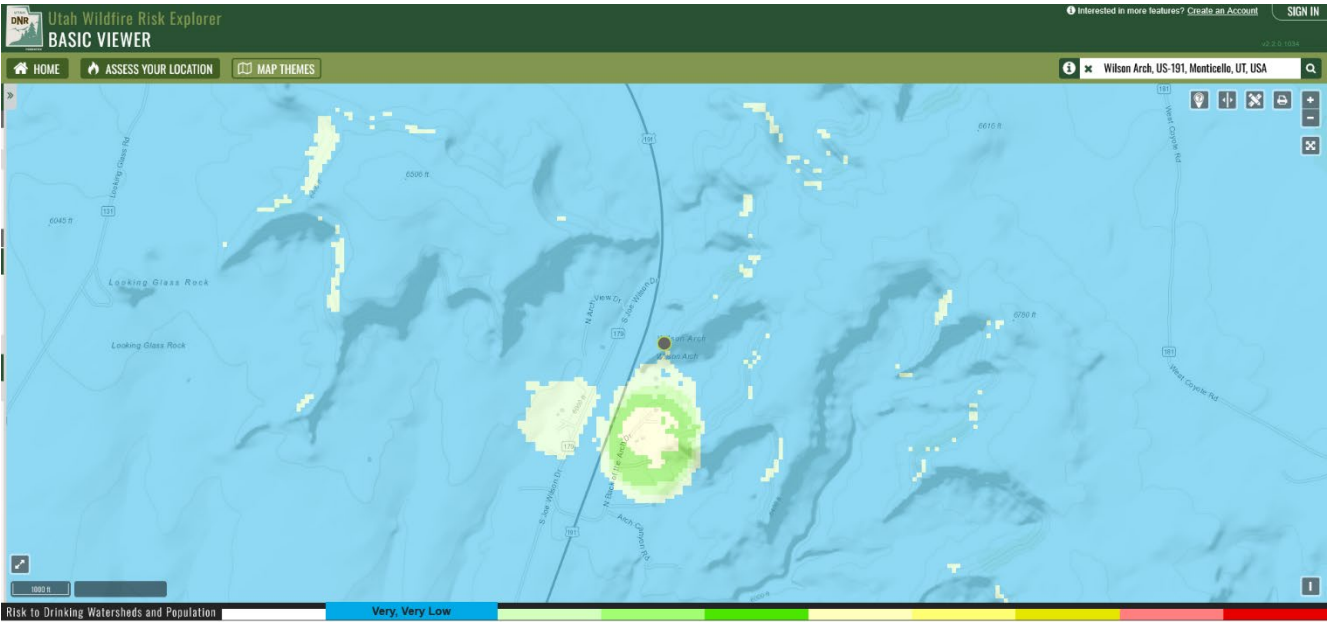
Historic Fire Perimeter



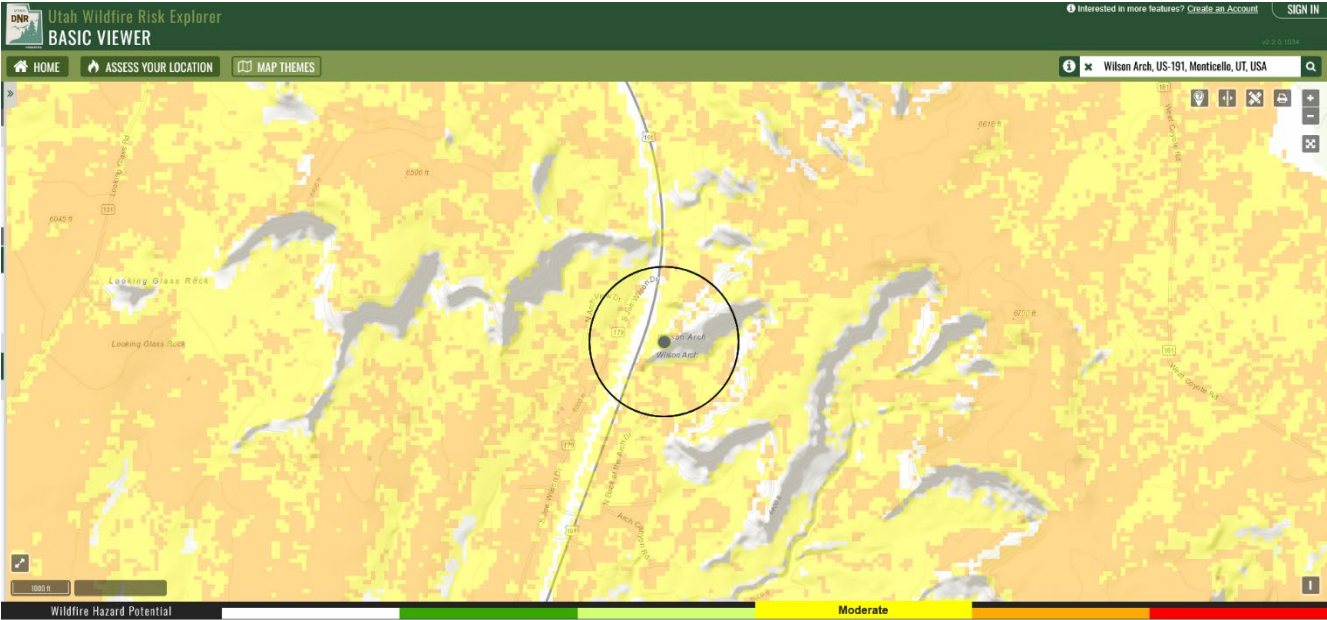
Burn Probability



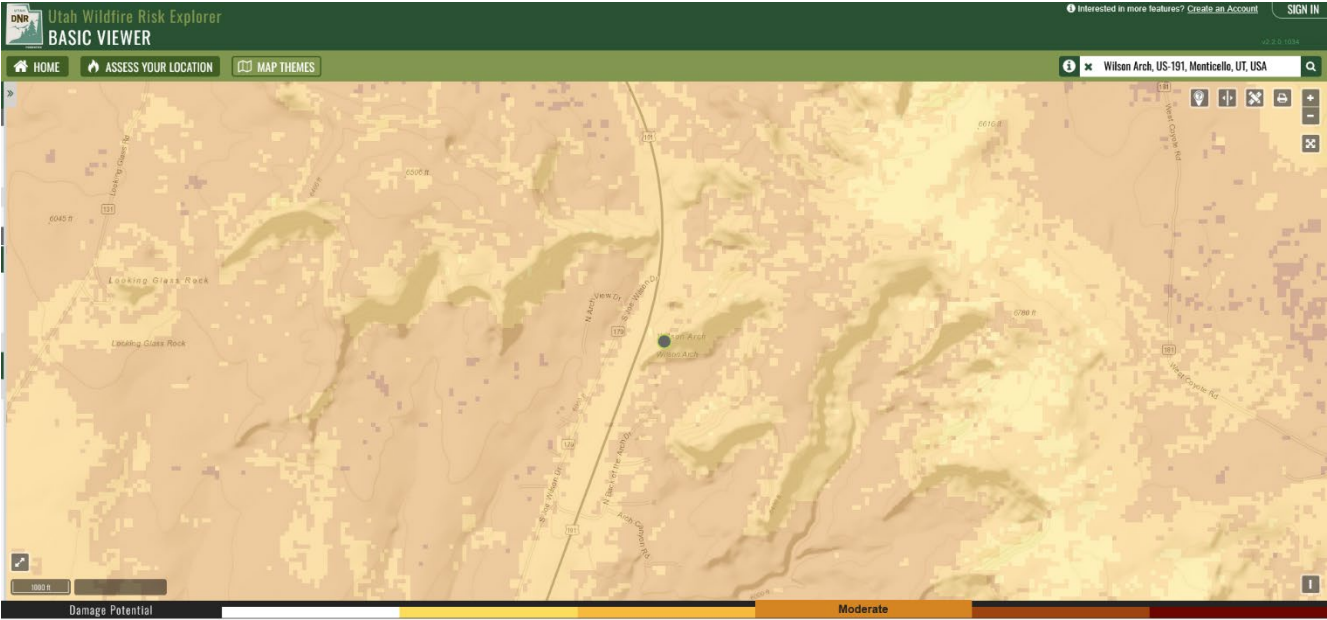
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Flat Iron Mesa Community Attributes
Location of Community The Flat Iron Mesa area is a small, rural residential and recreational community located in northern San Juan County, Utah, southeast of Moab and near the Grand County line. The community is situated on elevated benchlands and mesas, with homes and cabins interspersed among sagebrush flats, pinyon-juniper, and desert shrubland. East: Lisbon Valley and the Colorado border region. West: Moab and the Spanish Valley corridor (Grand County). South: Desert benchlands and rangelands connecting toward La Sal and Lisbon Valley. North: Canyonlands and sandstone formations extending toward Grand County and Arches region. Large portions of surrounding land are managed by the Bureau of Land Management (BLM) and Utah Division of Wildlife Resources (DWR). This creates a significant wildland–urban interface (WUI) where private homes, recreation parcels, and public wildlands intersect, raising wildfire exposure and complicating suppression.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: most homes accessed by gravel/dirt subdivision roads leading to a single main route back to U.S. 191. • Alternate egress minimal, creating potential evacuation bottlenecks. • Signage inconsistent: some private drives unmarked or lacking reflective signs, hindering navigation in smoke/low visibility. • Seasonal issues: roads may be snow-covered in winter or impacted by erosion/washouts in monsoon season, reducing reliability. • Dead ends/turnarounds: several lanes end without adequate turnaround space for engines/tenders. • Roadside vegetation: pinyon-juniper, sagebrush, and oak brush close to road edges create flammable corridors restricting safe evacuation and access. Bridges • Few bridges in the subdivision. • Most crossings are culverts or low-water structures with uncertain load capacity for heavy firefighting equipment. Gates • Private gates on some ranch/residential parcels. • Many locked or requiring keys/combinations; no standardized emergency access system (e.g., Knox Boxes). Culverts • Subdivision culverts often undersized and prone to plugging with sediment/debris. • Post-fire debris flows could overwhelm culverts, blocking evacuation and emergency response.
Structural Ignitability Concerns Defensible Space • Some homes benefit from cleared driveways, irrigated landscaping, or open buffers. • Many remain surrounded by dense pinyon-juniper, oak brush, and sagebrush. • Wooden fences, corrals, and nearby outbuildings can transfer fire to residences. • ~25–30% of homes maintain adequate defensible space. Home Hardening • Mix of modern homes, manufactured units, and seasonal cabins. • Common vulnerabilities: wood siding, asphalt/metal roofs with open eaves, wooden decks. • Combustible sheds, carports, and porches increase ignition risk. • Few homes use ember-resistant vents, enclosed decks, or non-combustible siding.

Topography & Layout

- Homes distributed on benchlands, slopes, and subdivision roads in wind-exposed positions.
- Drainages and draws channel fire uphill toward structures.
- Edge-of-subdivision properties adjacent to wildland fuels face greatest ignition risk.

At-Risk Structures

- ~20–25 residences (mix of full-time homes, vacation rentals, and cabins).
- Newer homes show some clearance, but many remain combustible with inconsistent defensible space.

Defensible Space & Assessments

- ~25–30% of homes adequately cleared.
- <10% have received formal wildfire risk assessments

Community Demographics

Approximate number of homes	20-25
Approximate number of lots	40-50
Approximate number of commercial entities	1-2
Approximate number of full-time residents	50-65
Approximated number of part-time residents	20-30
<i>Notes/comments:</i>	

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Commission for land use, zoning, emergency management, and fire protection.			
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Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Flat Iron Mesa properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Single road system to U.S. 191; wildfire could block access/evacuation; overhead powerlines pose ignition/damage risk; homes rely on wells, septic, propane; no hydrants; no local public facilities.
- Residential & Commercial Structures:** ~20–25 homes (mix of full-time, cabins, vacation rentals); ~1–2 tied to rentals or small-scale ag; many older/combustible (wood siding, open decks, minimal hardening); defensible space inconsistent, most below standards.
- Watershed & Water Quality:** Benchlands/canyon drainages flow to Colorado River basin; wildfire could cause erosion, flooding, sedimentation; damage to wells, culverts, septic systems.
- Forest & Rangelands:** Pinyon-juniper, oak brush, sagebrush fuels prone to fast, high-intensity fire; fire could severely impact grazing and rangeland forage.
- Wildlife & Habitat:** Supports mule deer, elk, raptors, small mammals, songbirds; riparian drainages limited but critical and highly flammable; biodiversity, hunting, and recreation values at risk.
- Social, Cultural & Economic Values:** Life safety of residents/visitors is priority; archaeological/Tribal cultural sites at risk; wildfire could reduce property values, raise insurance costs, and impact tourism/short-term rental income.
- Overall Vulnerability:** Moderate–high due to combustible homes, limited hardening, inconsistent defensible space, sparse suppression resources, and narrow/easily blocked roads.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 7.6M – \$12.5M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	8
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

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<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Flat Iron Mesa

- *Moderate to high wildfire risk due to surrounding pinyon-juniper, oak brush, and sagebrush that burn intensely and spread quickly under dry, windy conditions.*

Location of Specific Ignitions

- *Residential activity within the subdivision.*
- *Recreational use and vehicles along subdivision and county roads.*
- *Overhead powerlines crossing the community.*

Water Impacts

- *Homes rely on private wells and septic systems.*
- *Post-fire erosion, sedimentation, and flooding could impact wells and water quality.*

Suppression Difficulty

- *Single access road system limits evacuation and response.*
- *Narrow subdivision roads with dead ends and limited turnarounds.*
- *No hydrants or reliable firefighting water sources.*
- *Long volunteer response times.*
- *Dense roadside vegetation may block evacuation and engine access.*

Fire Occurrence Density

- *Higher likelihood of human-caused ignitions from residential activity, recreation, and road traffic.*
- *Powerlines create additional ignition hazard.*

Rate of Spread

- *Fuels (pinyon-juniper, oak brush, sagebrush) enable fast-moving, high-intensity fire.*
- *Benchland topography and canyon drainages channel fire directly toward homes, increasing risk.*

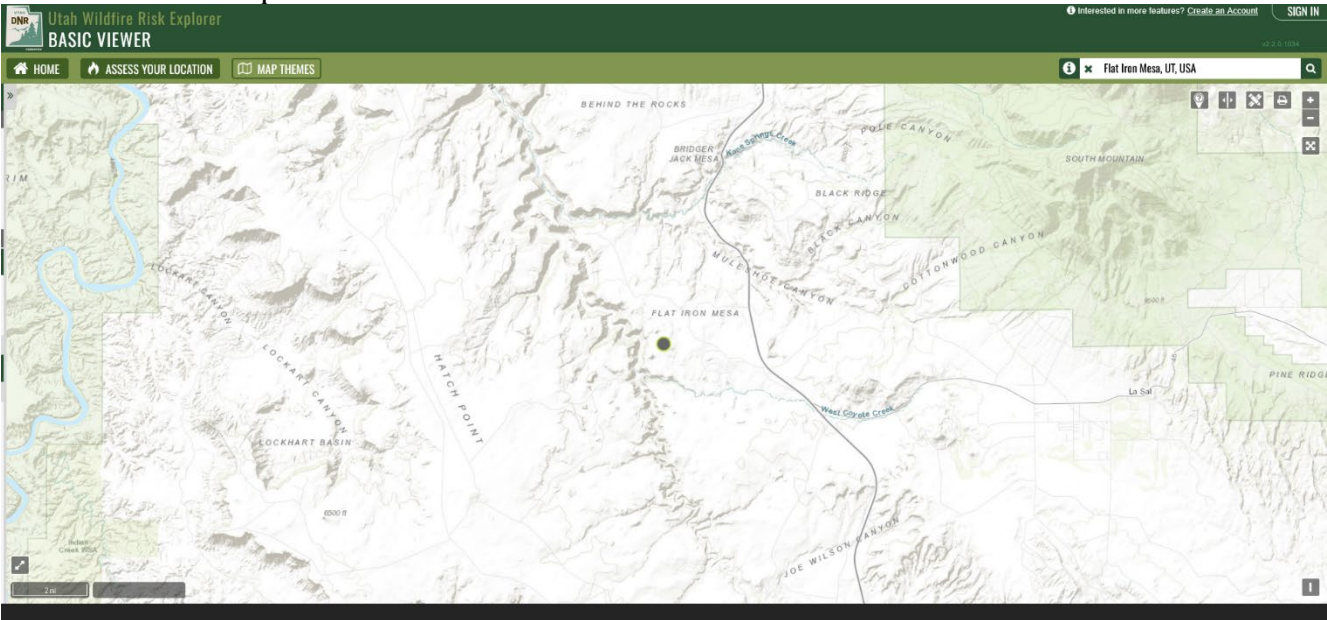
Fire Effects

- *20–25 homes at risk, including up to two small-scale commercial or rental operations.*
- *Many homes with combustible siding, open decks, wooden fences, and limited defensible space.*
- *Key infrastructure vulnerable: overhead powerlines, wells, septic systems, and access roads.*
- *Cultural resources nearby at risk of damage or loss.*

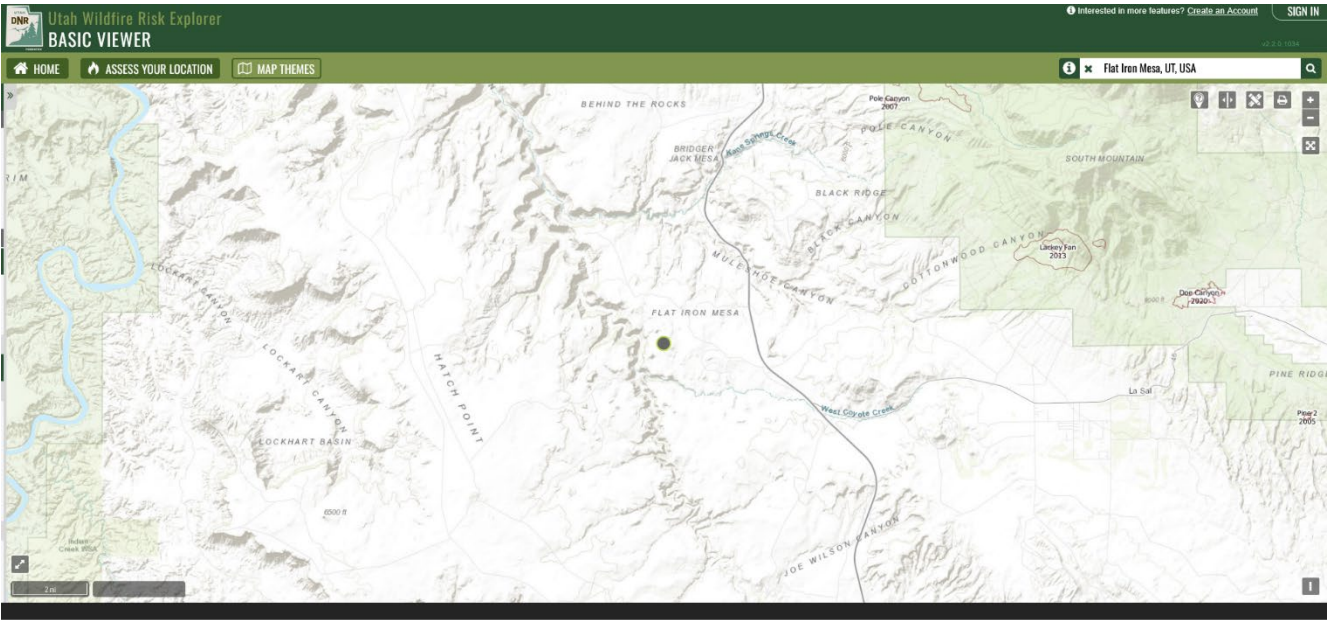
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

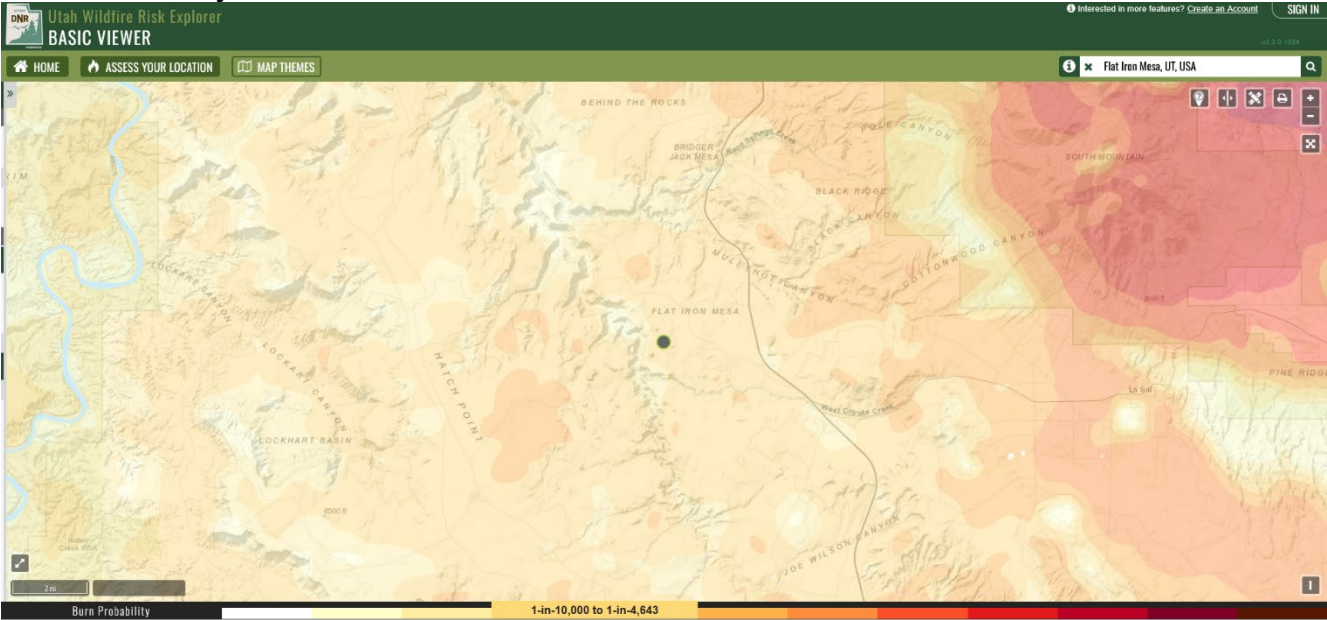
Flat Iron Mesa Map



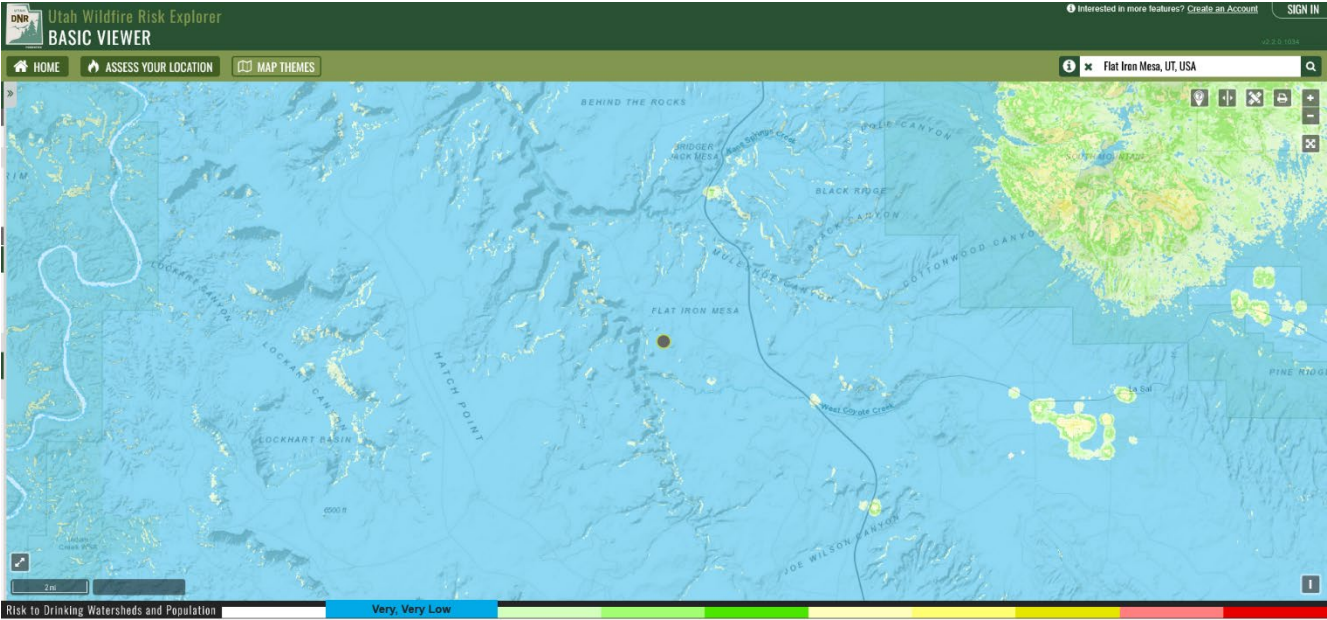
Historic Fire Perimeter



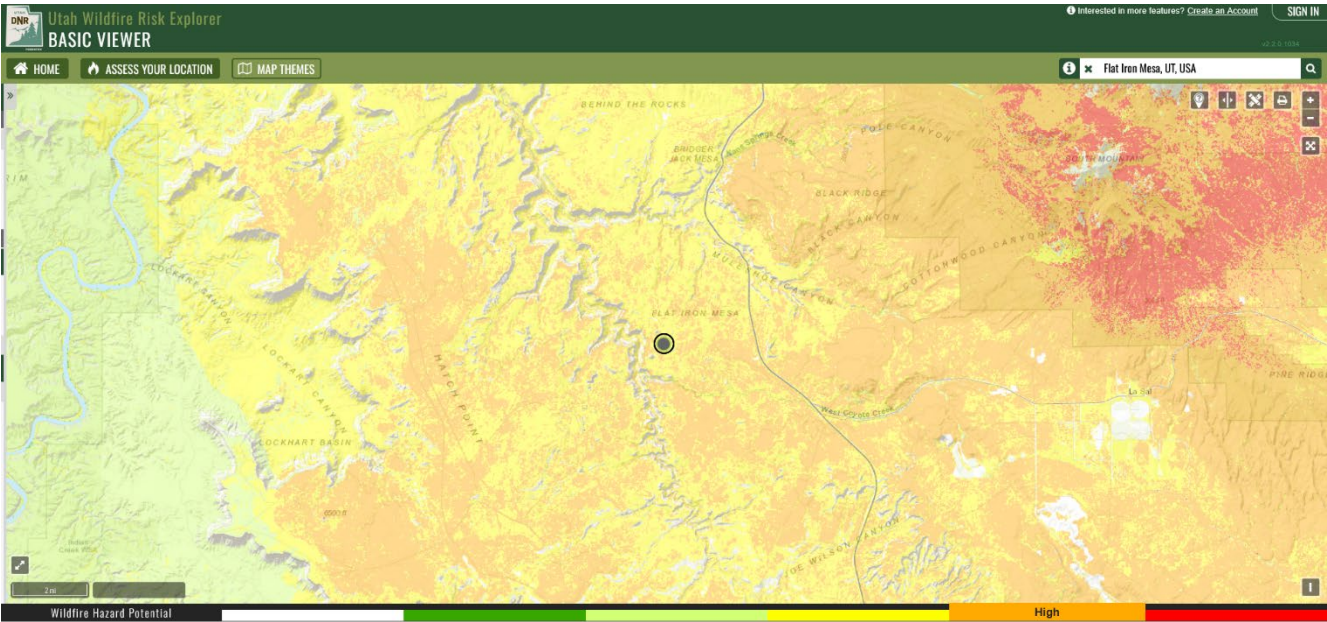
Burn Probability



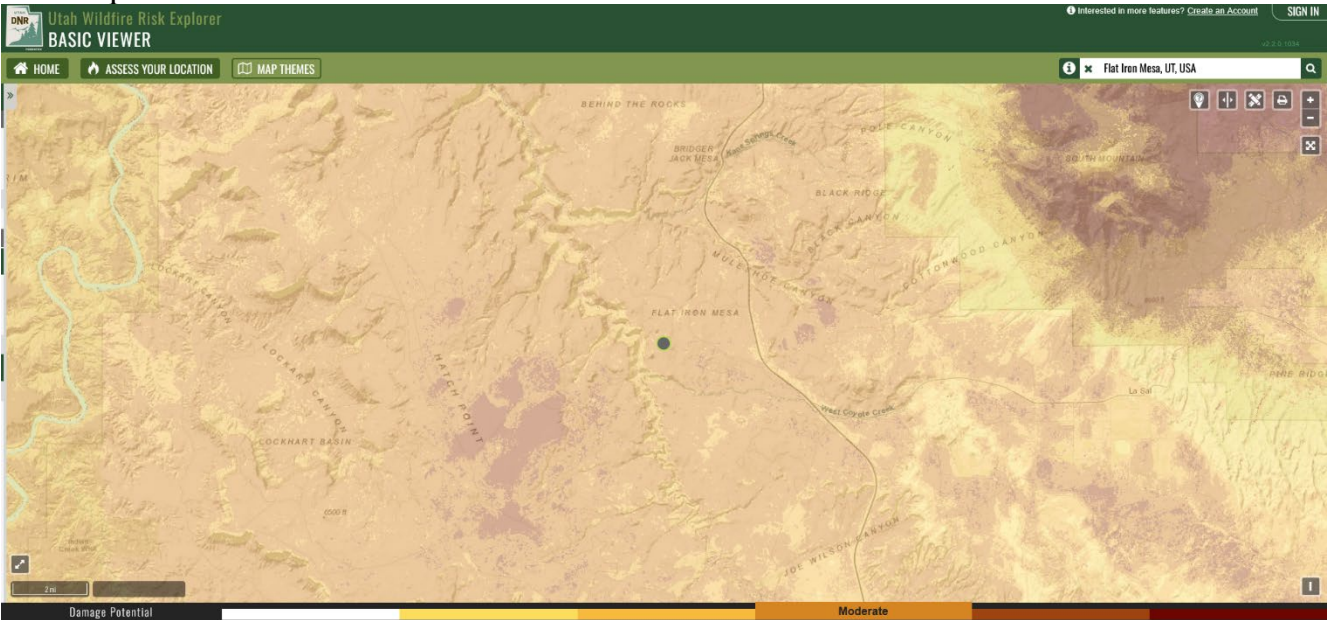
Risks to Watershed



Wildfire Hazard Potential



Risk to potential structures



COMMUNITY DESCRIPTION

Behind the Rocks/Browns Hole Community Attributes
Location of Community The Behind the Rocks area is a remote residential and recreational community located in northern San Juan County, Utah, near the Grand County line southwest of Moab. The community sits in a rugged landscape of sandstone cliffs, canyons, and desert benches, popular for recreation but also home to scattered private parcels and cabins. East: Moab Valley and Spanish Valley (Grand County). West: Canyonlands backcountry and the Needles/Indian Creek region. South: Desert rangelands and mesas stretching toward La Sal and Monticello. North: Sandstone fins and canyons extending into Grand County’s “Behind the Rocks Wilderness Study Area.” Large portions of surrounding land are managed by the Bureau of Land Management (BLM) and include designated recreation areas. This creates a significant wildland–urban interface (WUI) where private homes, cabins, and recreational use meet expansive public wildlands. The mix of seasonal recreation traffic, scattered housing, and rugged terrain increases wildfire risk and complicates suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: most properties/recreation sites served by single dirt or 4x4 roads branching off county routes or U.S. 191; few alternate egress routes. • Signage minimal: many trails/private drives unmarked or poorly marked; few reflective signs, complicating emergency navigation. • Seasonal issues: higher elevation roads often snowbound in winter and prone to washouts during monsoon storms. • Dead ends/turnarounds: recreation spurs and ranch roads often end abruptly with inadequate turnaround space for fire engines/tenders. • Roadside vegetation: narrow dirt roads lined with sagebrush, desert shrub, and pinyon-juniper, creating flammable corridors. Bridges • Very few formal bridges; most crossings are culverts or low-water washes. • Load capacity uncertain for heavy firefighting equipment. Gates • Private ranch and recreation gates common; many locked or requiring specific keys/combinations. • No standardized emergency access system (e.g., Knox Boxes). Culverts • Often undersized or informal. • Prone to plugging during storms; post-fire debris flows could overwhelm culverts, cutting off access
Structural Ignitability Concerns

Defensible Space

- Homes/cabins scattered across canyon and mesa parcels.
- Some benefit from **natural desert clearings or irrigated landscaping**, but most are **surrounded by dense sagebrush, pinyon-juniper, and desert shrub**.
- **Wooden fencing, corrals, sheds, and vegetation** along driveways act as fire pathways.

Home Hardening

- Structures include **seasonal cabins, manufactured homes, and recreational dwellings**.
- Common vulnerabilities: **combustible siding, asphalt shingle roofs, open eaves, wooden decks/porches/outbuildings**.
- Few homes use **ember-resistant vents, fire-resistant siding, or enclosed decks**.

Topography & Layout

- Residences located along **canyon bottoms, benchlands, and rocky spurs**.
- **Canyon drainages funnel fire uphill**, placing homes directly in flame pathways.
- **Edge-of-fuel properties** at canyon/mesa transitions face elevated exposure.

Description, Condition, and General Location of At-Risk Structures

- **Behind the Rocks**: ~10–15 homes/cabins plus sheds, corrals, and trailers.
- Most structures are **highly vulnerable** due to dense fuels, combustible construction, and limited defensible space.

Defensible Space & Property Assessments (Estimates)

- **Percentage of structures with adequate defensible space**: ~15–20% (minority cleared; majority surrounded by fuels).
- **Percentage with completed property assessments**: <10%.
- Few formal wildfire risk assessments conducted by FFSL, San Juan County Fire, or USFS (limited outreach cases).

Community Demographics

Approximate number of homes	10-15
Approximate number of lots	20-25
Approximate number of commercial entities	1-2
Approximate number of full-time residents	25-40
Approximated number of part-time residents	15-25

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes

People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Behind the Rocks and Browns Hole properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

San Juan County Preparedness Plan

- **Infrastructure:** Reliance on dirt/4x4 roads; wildfire or post-fire flooding could block access; off-grid utilities (wells, septic, propane, solar); no hydrants or formal water systems.
- **Residential & Commercial Structures:** ~10–15 homes (cabins, mobile/manufactured, seasonal dwellings); minimal commercial (rentals, recreation cabins, outfitter/ranch ops); many older/combustible with limited hardening and inconsistent defensible space.
- **Watershed & Water Quality:** Canyon systems drain to Colorado River basin; wildfire could cause erosion, sedimentation, debris flows; threaten wells, culverts, fragile desert soils.
- **Forest & Rangelands:** Fuels include pinyon-juniper, sagebrush, desert shrub; prone to fast, high-intensity fire; fire could damage recreation values and limited rangeland forage.
- **Wildlife & Habitat:** Supports mule deer, desert bighorn sheep, raptors, reptiles, small mammals; riparian canyon zones critical but flammable; habitat loss would reduce biodiversity and recreation/hunting values.
- **Social, Cultural & Economic Values:** Life safety of scattered residents and visitors is priority; archaeological/Tribal cultural landscapes and tourism landmarks at risk; wildfire could reduce property values, recreation/tourism income, and raise insurance costs.
- **Overall Vulnerability:** Moderate–high due to combustible homes, limited defensible space (~15–20% adequate), lack of hydrants, and rugged/narrow single-access roads creating severe evacuation and response challenges.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 3.0M – \$5.6M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10
You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website. [Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	8

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Browns Hole / Behind the Rocks

- **Moderate to high wildfire risk** from surrounding pinyon-juniper, sagebrush, and desert shrub that support fast-moving, high-intensity fire under dry, windy conditions.

Location of Specific Ignitions

- Residential activity and recreational use.
- Off-road vehicle activity.
- Overhead powerlines.
- Natural ignitions from lightning strikes.

Water Impacts

- Homes rely on private wells and septic systems.
- Propane tanks near structures increase hazard.
- Post-fire erosion and flooding could impact water systems and wells.

Suppression Difficulty

- Single-lane dirt roads with dead ends and poor signage.
- No hydrants or established water supply points.
- Long volunteer response times.
- Rugged canyon topography funnels fire and restricts evacuation routes.

Fire Occurrence Density

- Human-caused ignitions likely from recreation, off-road vehicles, and residential use.
- Lightning strikes add natural ignition risk.

Rate of Spread

- Pinyon-juniper, sagebrush, and desert shrub burn quickly at high intensity.
- Canyons and rugged terrain accelerate spread toward homes.

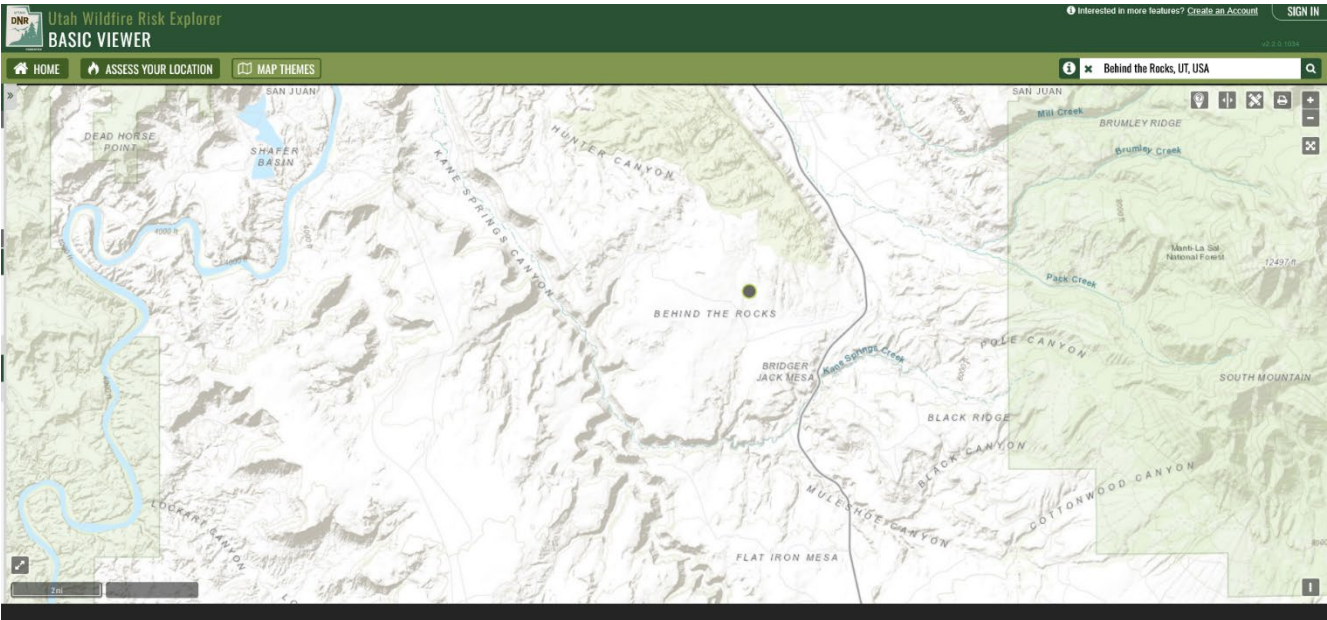
Fire Effects

- 10–15 homes at risk, plus cabins, short-term rentals, and recreation-related properties.
- Structures often have combustible siding, open decks, and wooden fences with limited defensible space.
- Minimal infrastructure: dirt access roads, private wells, septic systems, and propane tanks.
- Recreational and cultural resources vulnerable to damage.

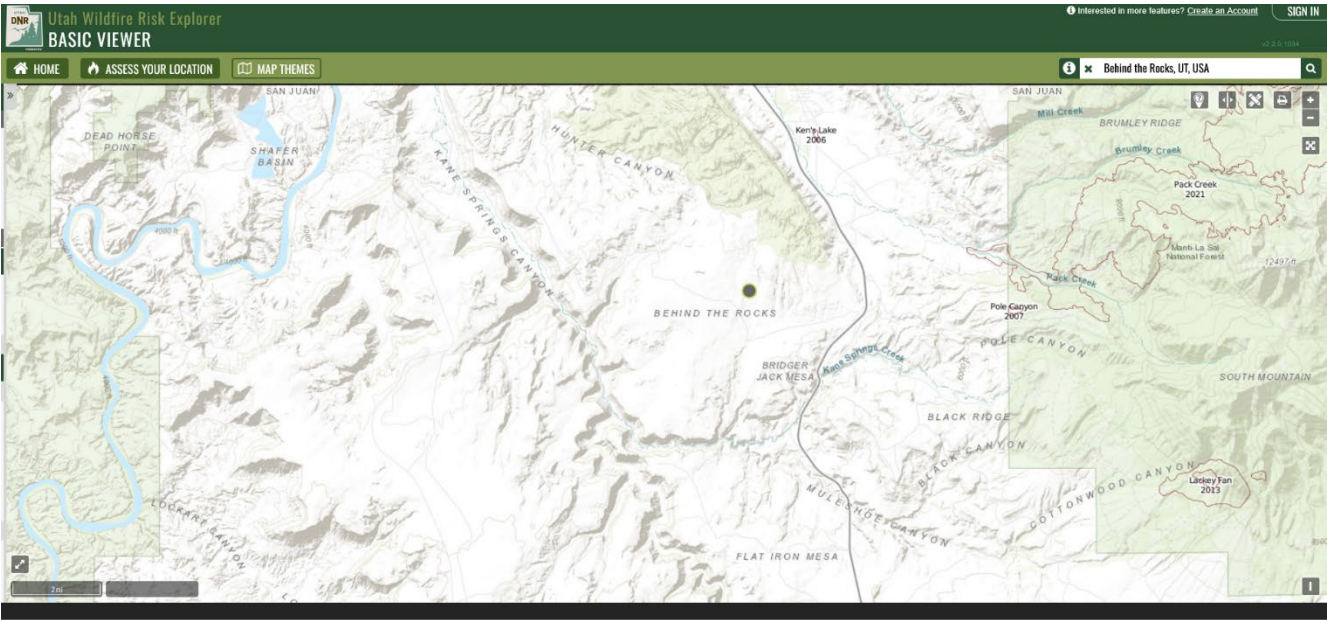
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

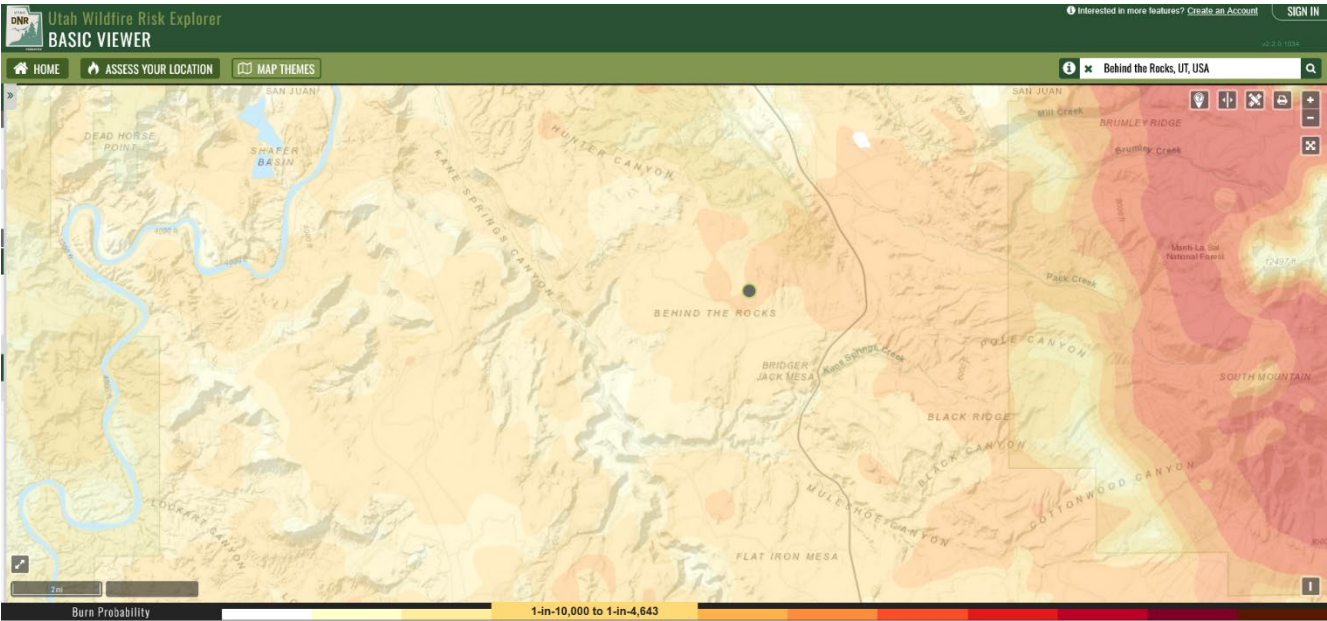
Behind the Rocks/Browns Hole Area



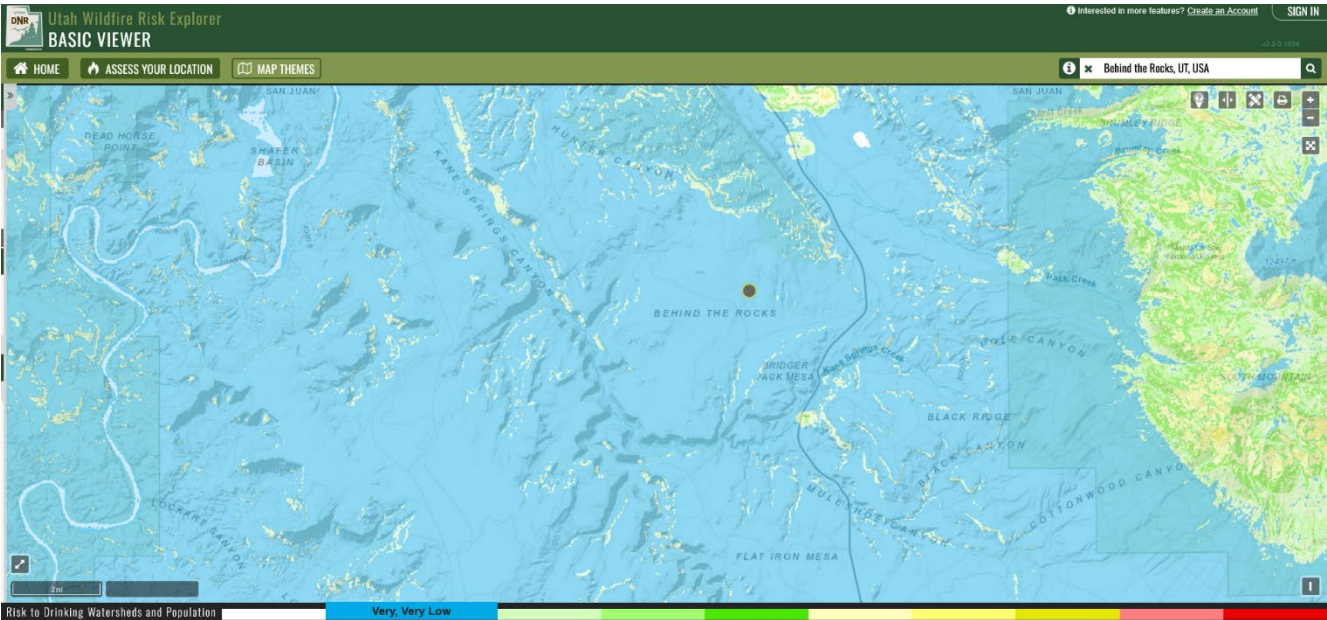
Historic Fire Perimeter



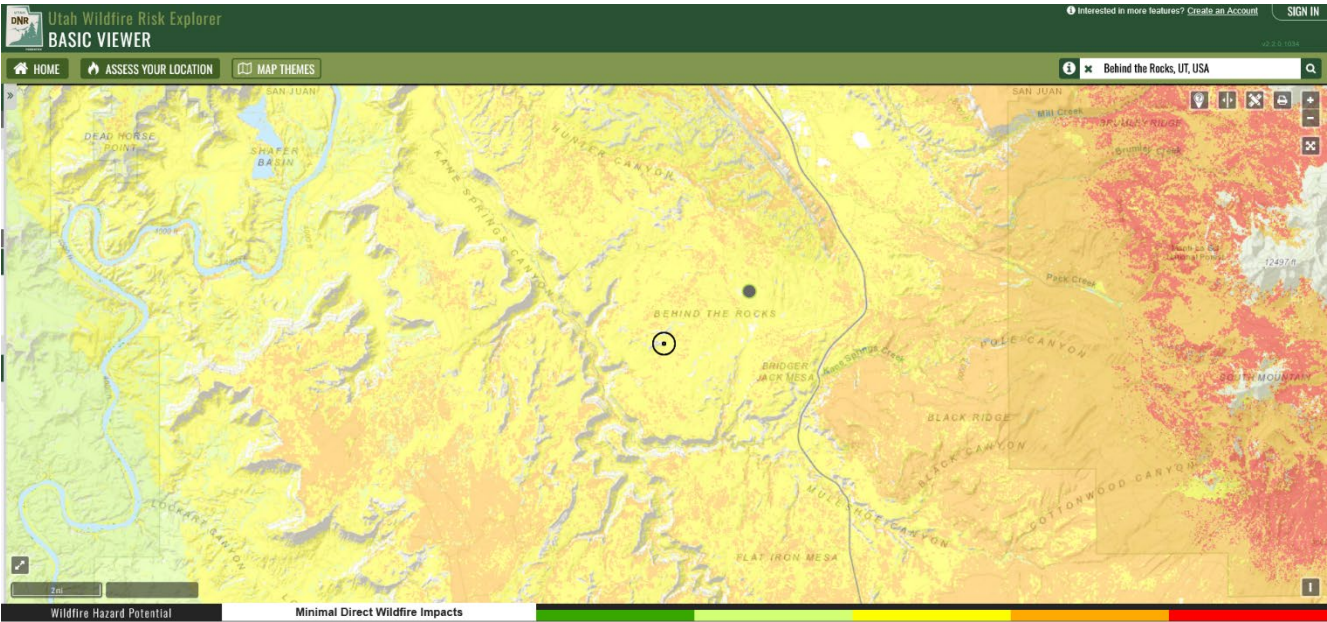
Burn Probability



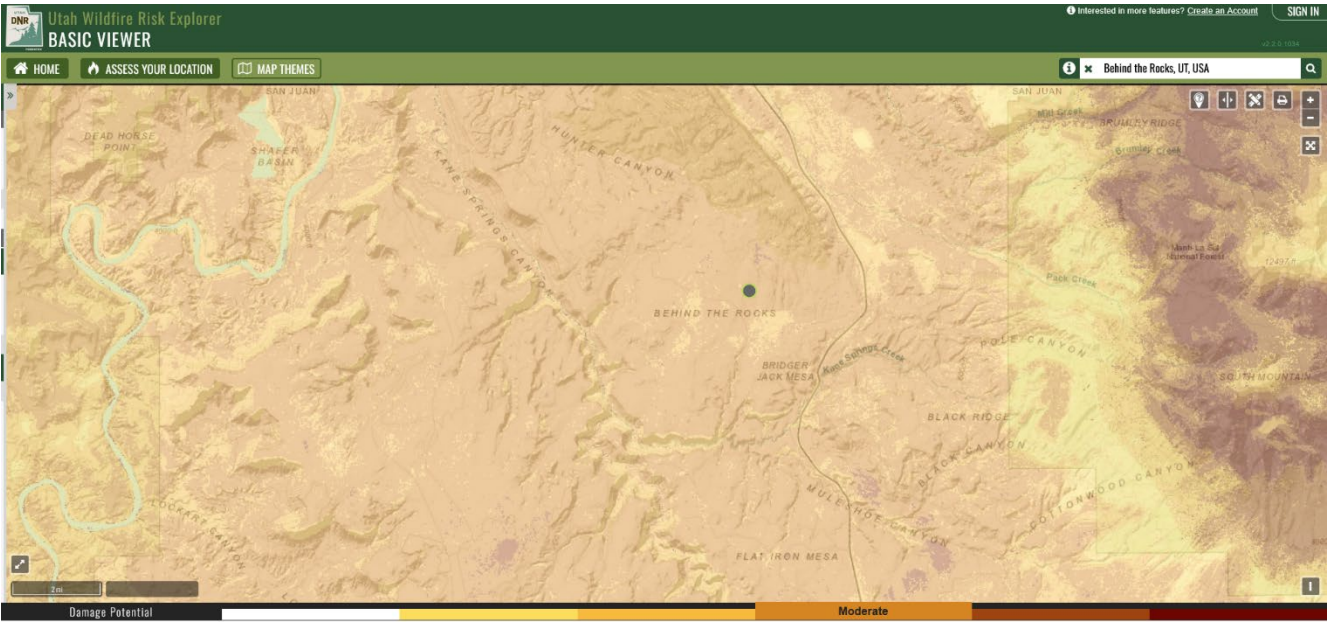
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Rockland Ranch Community Attributes
Location of Community
The Rockland Ranch area is a small, rural residential and ranching community located in western San Juan County, Utah, near the base of the Abajo Mountains. The community is distinctive for its residences built into sandstone cliffs, originally established as a cooperative settlement, with a mix of full-time families and agricultural operations. East: Agricultural rangelands and foothills leading toward Monticello. West: Canyonlands and open desert country extending toward Canyonlands National Park and Bears Ears landscapes. South: Remote ranchlands and desert mesas stretching toward Blanding and Bluff. North: Benchlands and canyon drainages connecting to Hatch Rock and Canyonlands. A portion of Bureau of Land Management (BLM) lands and Utah Division of Wildlife Resources (DWR) lands surround Rockland Ranch, creating a significant wildland–urban interface (WUI). The combination of private ranch parcels, cliffside homes, and adjacent public wildlands increases the community’s wildfire exposure and complicates suppression efforts due to difficult access and surrounding fuels.
Roads, Bridges, Gates, and Culvert Conditions
Road Access & Evacuation • Two ways out unavailable: community primarily accessed by a single gravel/dirt road connecting to county routes. • No redundant evacuation routes, leaving residents vulnerable to isolation during wildfire. • Signage minimal/inconsistent: private tracks often unmarked; reflective metal signs lacking, hindering emergency navigation. • Seasonal issues: access road prone to mud/washouts in monsoon rains and snow cover in winter, reducing reliability. • Dead ends/turnarounds: narrow canyon approach and private lanes offer limited space for tenders/engines to maneuver. • Roadside vegetation: sagebrush, oak brush, and pinyon-juniper close to road edges create flammable corridors that may trap residents and restrict access. Bridges • No major bridges; approach road includes culverts/low-water crossings. • Load capacity uncertain for heavy firefighting equipment. Gates • Private ranch/community gates common in the area. • Some require keys/combinations; no standardized access system (e.g., Knox Boxes). • Could delay suppression efforts. Culverts • Culverts along the access road are undersized and prone to plugging with sediment/debris. • Post-fire flooding/debris flows could overwhelm structures, restricting both evacuation and emergency response
Structural Ignitability Concerns
Defensible Space • Homes built into sandstone cliffs gain some natural rock buffer. • Dense sagebrush, juniper, and oak brush surround many homes and ranchlands. • Irrigated gardens/fields provide clearance, but wooden fences, corrals, and vegetation near structures create fire pathways. • ~20–25% of homes maintain adequate defensible space. Home Hardening

- *Mix of modern homes and cliffside dwellings; some use rock in construction.*
- *Many homes have wood siding, asphalt/metal roofs with open eaves, and attached wooden decks/sheds.*
- *Few structures incorporate ember-resistant vents, enclosed decks, or non-combustible siding.*

Topography & Layout

- *Community built in a rock alcove and surrounding benchlands.*
- *Canyons and draws can funnel fire and wind directly toward residences.*
- *Perimeter homes adjacent to wildland fuels are especially at risk.*

At-Risk Structures

- *~15–20 family dwellings with barns, corrals, and sheds.*
- *Cliffside homes gain natural rock protection, but perimeter residences and outbuildings are highly exposed.*

Defensible Space & Assessments

- *~20–25% with adequate defensible space.*
- *<10% have completed formal wildfire risk assessments.*

Community Demographics

Approximate number of homes	15-20
Approximate number of lots	25-30
Approximate number of commercial entities	1-2
Approximate number of full-time residents	45-60
Approximated number of part-time residents	10-20
Notes/comments:	

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
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Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov
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Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Rockland Ranch properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Single unpaved access road prone to wildfire or post-fire flooding blockages; private wells, septic, propane; overhead powerlines pose ignition/damage risk; no local public facilities.
- Residential & Commercial Structures:** ~15–20 homes (cliffside dwellings, ranch houses); ~1–2 ranch/ag operations; some natural rock buffers, but most homes are older/combustible (wood siding, open decks, minimal hardening); defensible space inconsistent.
- Watershed & Water Quality:** Benchlands/canyon drainages flow to San Juan River basin; wildfire could cause erosion, sedimentation, flooding; threaten wells, roads, irrigation.
- Forest & Rangelands:** Pinyon-juniper, sagebrush, oak brush fuels highly flammable under wind/drought; ranchlands and grazing areas vulnerable to direct fire and long-term forage loss from erosion.
- Wildlife & Habitat:** Habitat supports mule deer, elk, raptors, small mammals; limited riparian drainages critical but flammable; habitat loss would impact biodiversity, hunting, and recreation values.
- Social, Cultural & Economic Values:** Life safety of residents is priority; settlement has unique cultural/religious significance; nearby archaeological/Tribal sites at risk; ranching economy vulnerable to losses in forage, fencing, water systems, livestock; property values/insurance costs sensitive to wildfire.

- **Overall Vulnerability:** Moderate–high due to combustible/under-hardened homes, inconsistent defensible space (~20–25% adequate), single access road, no hydrants, limited suppression resources, and post-fire flood/debris flow risks.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property

Residential + Commercial + Infrastructure:
\$ 5.3M – \$8.7M

Year

2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:

9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:

8

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Rockland Ranch

- **Moderate to high wildfire risk** from surrounding pinyon-juniper, oak brush, and sagebrush fuels that burn intensely and can drive fire quickly across benchlands and into drainages.

Location of Specific Ignitions

- Ranching equipment and agricultural operations.
- Residential activity within the community.
- Overhead powerlines.
- Lightning strikes in nearby canyons.

Water Impacts

- Reliance on private wells and septic systems.
- Post-fire erosion and flooding could damage water systems.
- Grazing lands and water infrastructure (ditches, tanks) highly vulnerable.

Suppression Difficulty

- Single access road; easily blocked by fire or vegetation.
- No hydrants or reliable water sources for suppression.
- Limited volunteer firefighting resources.
- Heavy roadside fuels and canyon terrain funnel fire, complicating evacuation and access.

Fire Occurrence Density

- Human-caused ignitions from ranching, residential use, and powerlines are primary risks.
- Lightning adds a recurring natural ignition source.

Rate of Spread

- Pinyon-juniper, oak brush, and sagebrush support fast-moving, high-intensity fire.
- Canyon topography and winds accelerate spread toward homes.

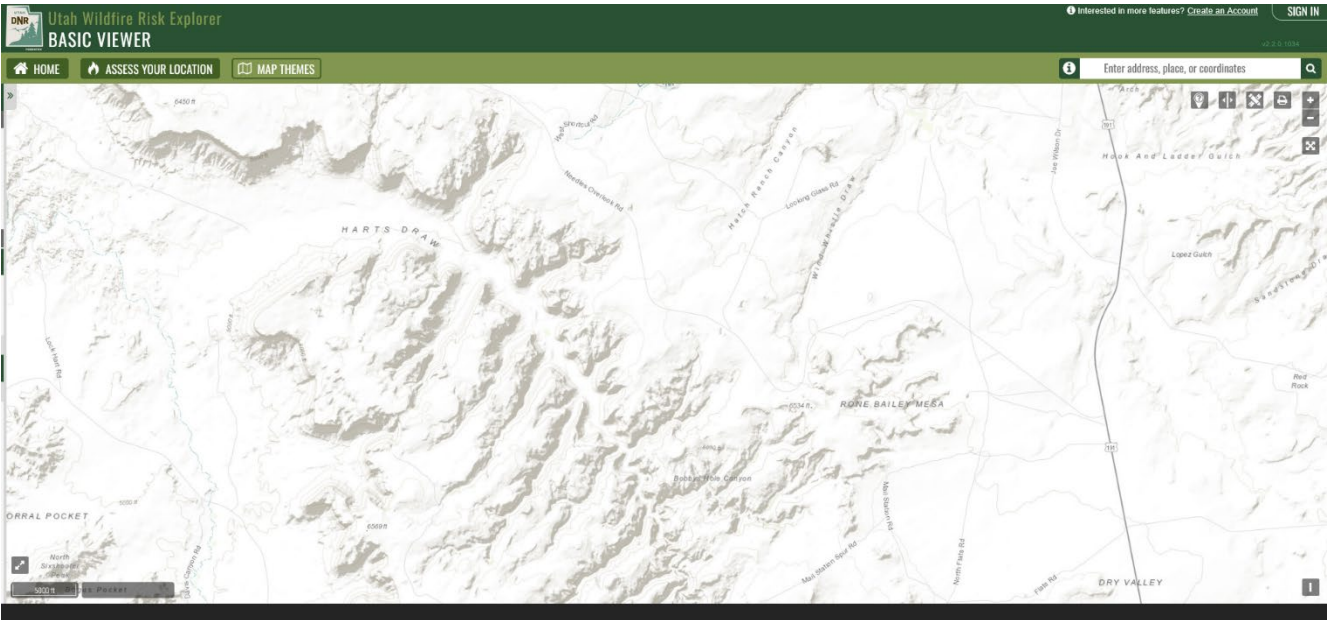
Fire Effects

- 15–20 homes at risk, including unique cliffside dwellings and traditional ranch houses.
- Up to two ranching/agricultural operations.
- Many homes with combustible siding, wooden decks, and limited defensible space.
- Infrastructure at risk: single access road, overhead power distribution, wells, septic systems, fencing.
- Cultural and grazing landscapes highly vulnerable.

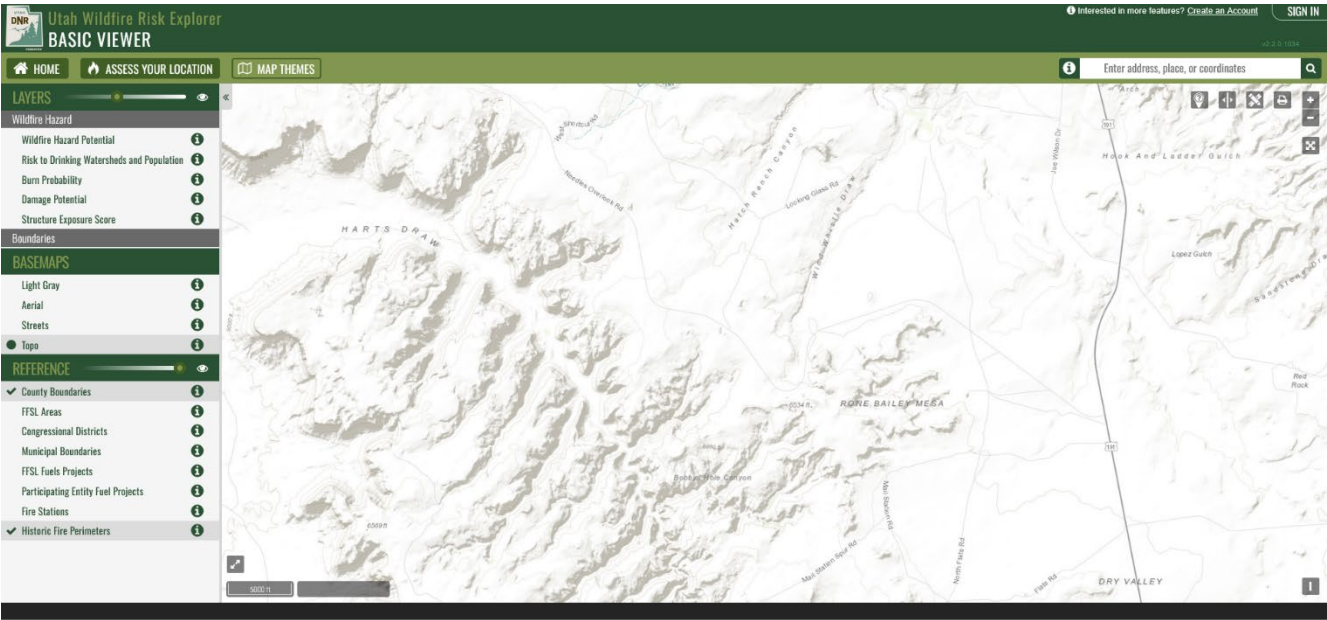
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	High

Please see attached

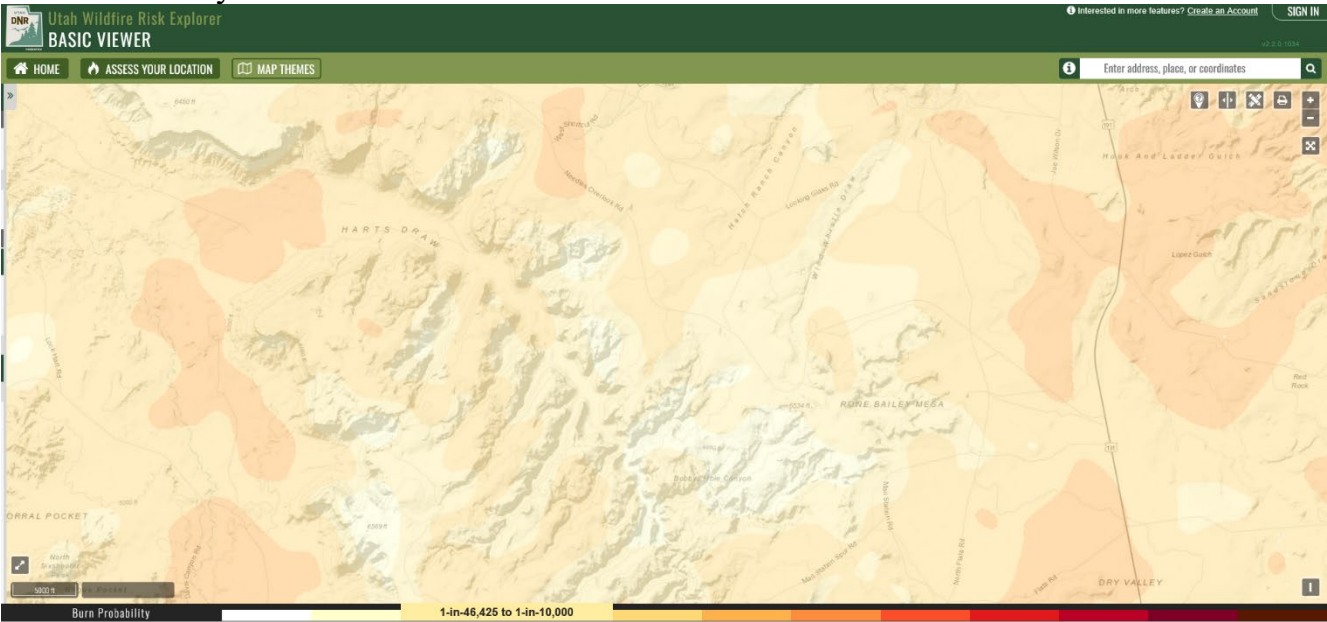
Rockland Ranch Area



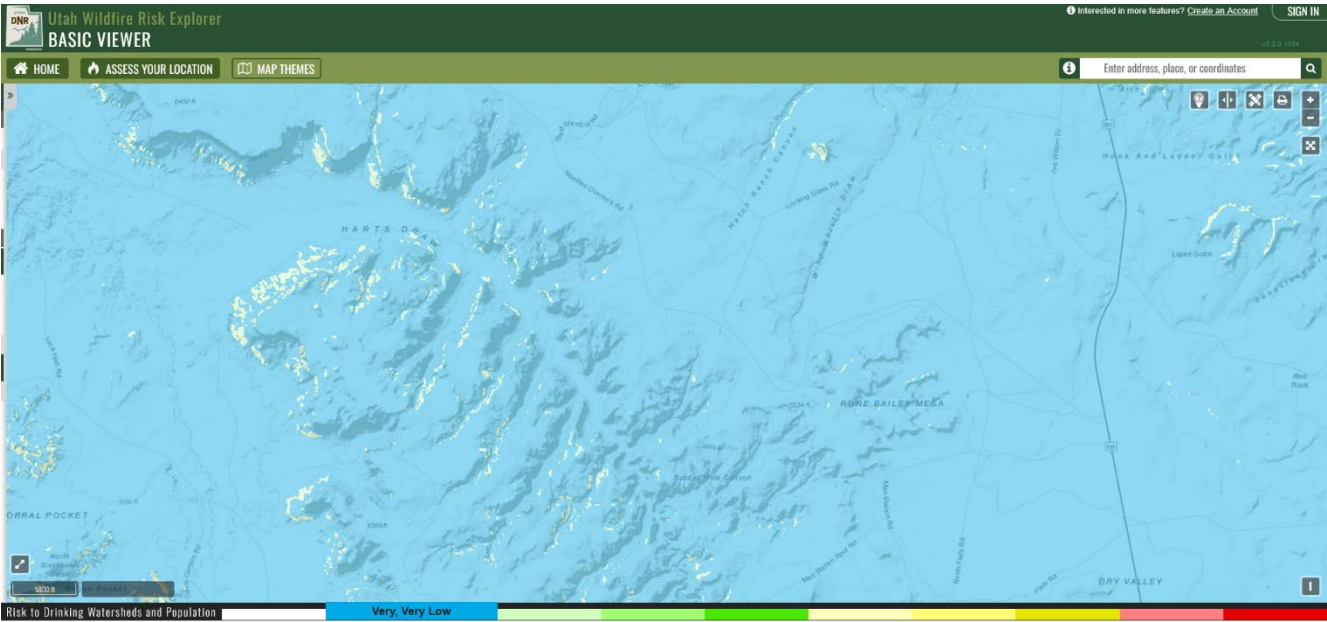
Historic Fire Perimeter



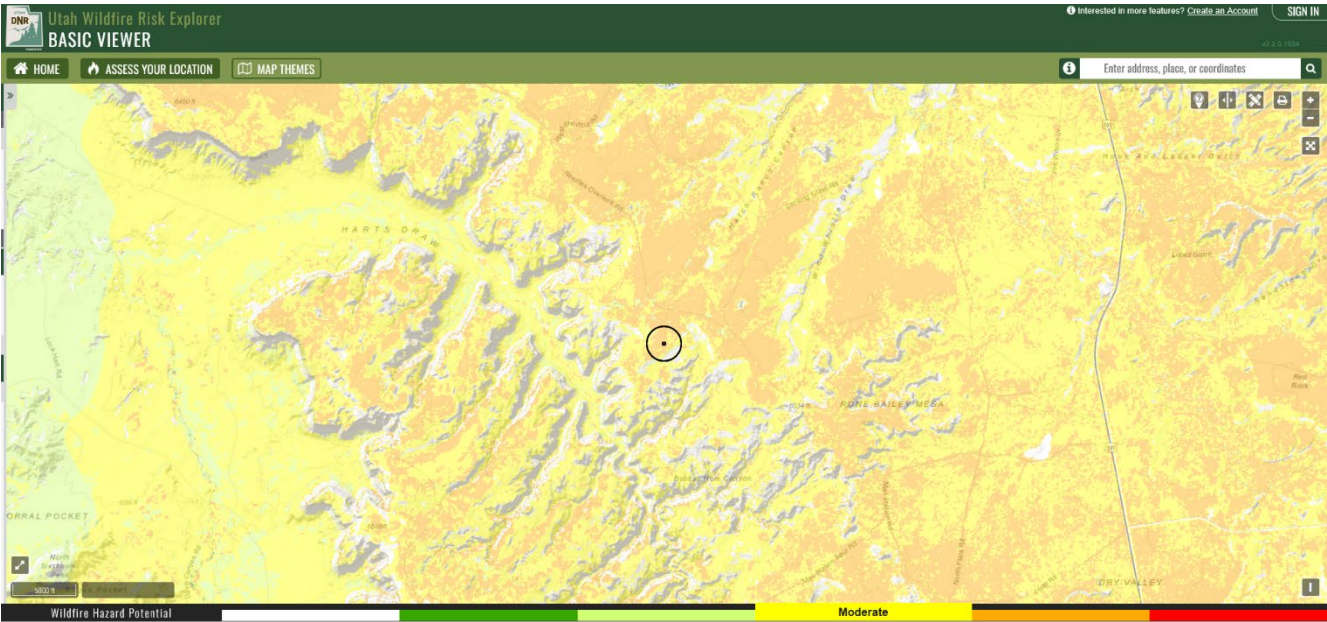
Burn Probability



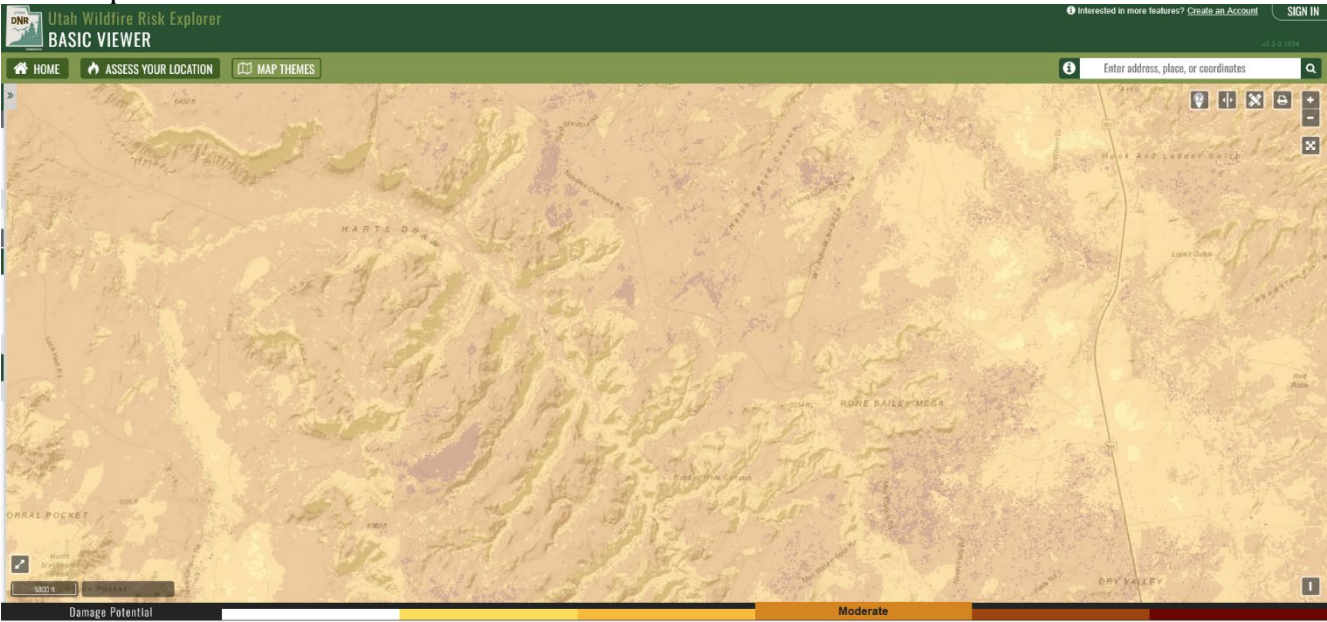
Risks to Watershed



Wildfire Hazard Potential



Risk to potential Structures



COMMUNITY DESCRIPTION

Canyon Terrace Community Attributes
Location of Community The Canyon Terrace area is a small residential subdivision located on the outskirts of Monticello, Utah in San Juan County. The community sits on the benchlands above town, with homes overlooking surrounding canyon country and agricultural fields. Canyon Terrace is primarily a residential neighborhood with limited commercial activity, serving both full-time residents and a small number of seasonal occupants. East: Agricultural fields and open rangelands leading toward Montezuma Creek. West: Monticello city center and the Abajo Mountain foothills. South: Residential neighborhoods connecting into Monticello and U.S. Highway 191. North: Benchlands and desert terrain extending toward Lisbon Valley and Canyonlands. A portion of adjacent lands are managed by the Bureau of Land Management (BLM), creating a wildland–urban interface (WUI) where subdivision homes border open rangelands and canyon edges. The proximity of combustible vegetation, coupled with the community’s location on a bench with wind exposure, elevates the wildfire risk and complicates suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out available: connects directly into Monticello city streets and U.S. 191, providing reliable evacuation routes. • Interior roads: many cul-de-sacs/loops with single access, slowing evacuation and restricting fire engine maneuverability. • Signage present but inconsistent: not all street signs are reflective, reducing visibility in smoke or at night. • Seasonal issues: paved and generally accessible, but snow/ice in winter can slow evacuation and fire response, especially on slopes. • Dead ends/turnarounds: multiple spurs/courts lack adequate space for tenders/engines. • Roadside vegetation: sagebrush, pinyon-juniper, and grasslands border subdivision; some vegetation encroaches road edges, forming flammable corridors. Bridges • No major bridges; only culverts and drainage features present. • Adequate for normal traffic but may not be rated for heavy firefighting equipment. Gates • Subdivision has no gated entry. • Some parcels have private gates/fencing, not standardized for emergency access (no Knox Boxes). Culverts • Drainage culverts are small and prone to debris plugging during heavy rain. • Post-fire debris flows could overwhelm structures, leading to localized flooding or road washouts restricting access.
Structural Ignitability Concerns

Defensible Space

- Subdivision lots provide some spacing, but many homes border sagebrush, pinyon-juniper, or dry grasslands.
- Wooden fencing, sheds, decks, and landscaping often create ignition pathways.
- ~30–35% of homes maintain adequate defensible space; perimeter homes remain surrounded by unmanaged fuels.

Home Hardening

- Mix of modern stick-built and older modular houses.
- Vulnerabilities include combustible siding, asphalt shingle roofs, open eaves, and unprotected vents.
- Wooden decks and porches are common ignition risks.
- Few homes incorporate fire-resistant siding, ember-resistant vents, or enclosed soffits/decks.

Topography & Layout

- Located on benchlands above Monticello, exposed to wind-driven fire spread.
- Slopes and draws channel flames and embers into subdivision edges.
- Outer-edge homes bordering wildland fuels face highest ignition risk.

At-Risk Structures

- ~30–40 homes in subdivision setting.
- North and west perimeter homes adjacent to sagebrush/juniper fuels most vulnerable.
- Many structures remain combustible and lack adequate clearance.

Defensible Space & Assessments

- ~30–35% of homes with adequate defensible space.
- <15% of properties have received formal wildfire risk assessments.

Community Demographics

Approximate number of homes	30-40
Approximate number of lots	40-50
Approximate number of commercial entities	0
Approximate number of full-time residents	80-120
Approximated number of part-time residents	10-20

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
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Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Canyon Terrace properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

**PART II:
RISK ASSESSMENT**

Community Values at Risk

- **Infrastructure:** Connects to Monticello streets and U.S. 191; cul-de-sacs and narrow spurs limit evacuation and fire response; overhead powerlines near vegetation pose ignition/damage risk; city utilities (water, sewer, power) in place.
- **Residential & Commercial Structures:** ~30–40 homes, mostly modern but with combustible siding, wood decks, minimal hardening; no commercial entities; defensible space inconsistent, with perimeter homes most exposed.
- **Watershed & Water Quality:** Benchlands drain to canyons/arroyos leading to San Juan River basin; wildfire could cause erosion, sedimentation, flooding; damage to roads, culverts, local water infrastructure.
- **Forest & Rangelands:** Adjacent sagebrush, pinyon-juniper, and grasslands burn intensely in dry/windy conditions; unchecked fire could threaten subdivision and extend into rangeland/foothill ecosystems.
- **Wildlife & Habitat:** Provides habitat for mule deer, small mammals, raptors, songbirds; nearby riparian draws ecologically sensitive but highly flammable; habitat loss would reduce biodiversity and hunting/wildlife viewing values.
- **Social, Cultural & Economic Values:** Life safety of residents is priority; cul-de-sac layouts slow evacuation; nearby archaeological/Tribal cultural landscapes at risk; homes represent significant investment—fire damage would reduce property values, raise insurance costs, and impact Monticello’s housing base.
- **Overall Vulnerability:** Moderate due to combustible homes, inconsistent defensible space (~30–35% adequate), subdivision layout constraints, and surrounding wildland fuels.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property

Residential + Commercial + Infrastructure:
\$ 10.5M – \$16.0M

Year

2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:

9

The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:

11

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Canyon Terrace

- **Moderate wildfire risk** from surrounding sagebrush, pinyon-juniper, and grasslands that can burn with high intensity under dry, windy conditions.

Location of Specific Ignitions

- Residential activity within the subdivision.
- Nearby agricultural operations.
- Powerlines running through or adjacent to the area.
- Vehicles along U.S. 191 and subdivision roads.

Water Impacts

- Homes benefit from city hydrant infrastructure and nearby municipal water service.
- Post-fire flooding or erosion could impact local drainage systems and wells on some lots.

Suppression Difficulty

- Narrow spurs, cul-de-sacs, and limited turnarounds restrict fire engine movement.
- Roadside vegetation can obstruct access and delay evacuation.
- Winds across benchlands increase exposure, even with proximity to Monticello fire resources.

Fire Occurrence Density

- Human-caused ignitions (residential, agricultural, road traffic, powerlines) most likely.
- Natural lightning less frequent but still possible on surrounding benchlands.

Rate of Spread

- Grasslands and sagebrush can carry fire rapidly.
- Winds push fire across open areas; canyons and draws channel fire directly toward homes.

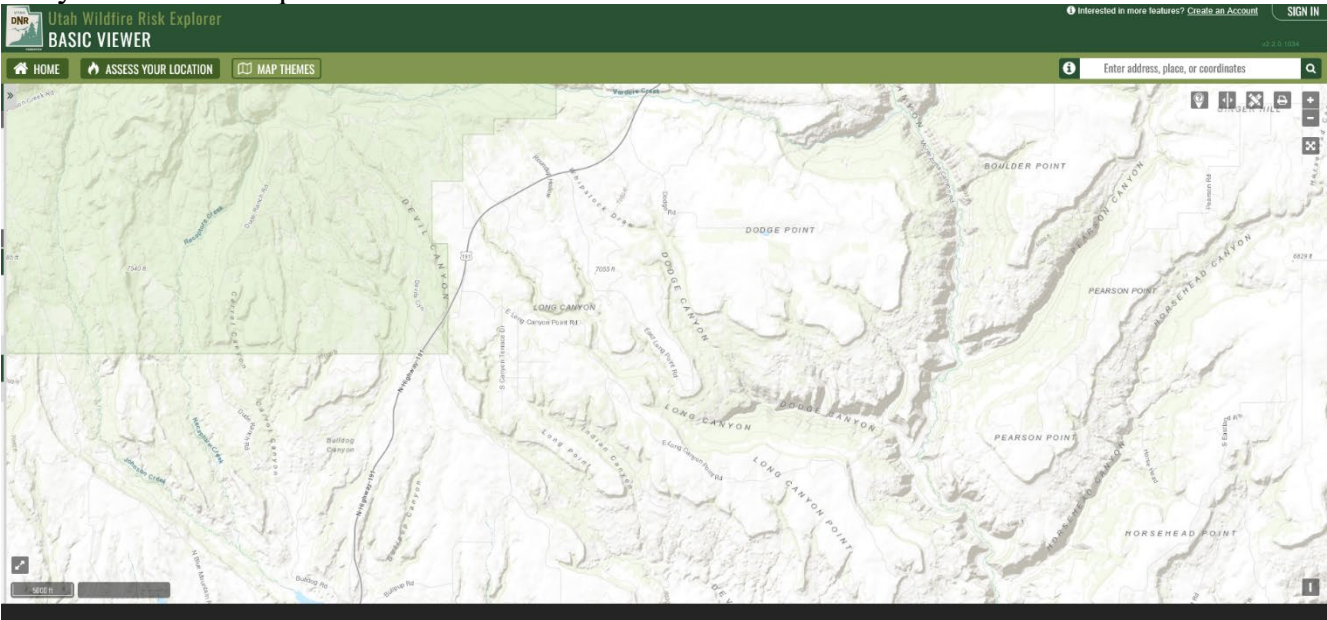
Fire Effects

- 30–40 homes at risk, many with combustible siding, wood decks, and limited defensible space.
- Perimeter lots most vulnerable due to direct adjacency with fuels.
- Infrastructure at risk: subdivision roads, powerlines, wells, and drainage systems.
- Property values and community safety tied to proactive defensible space and fuel reduction.

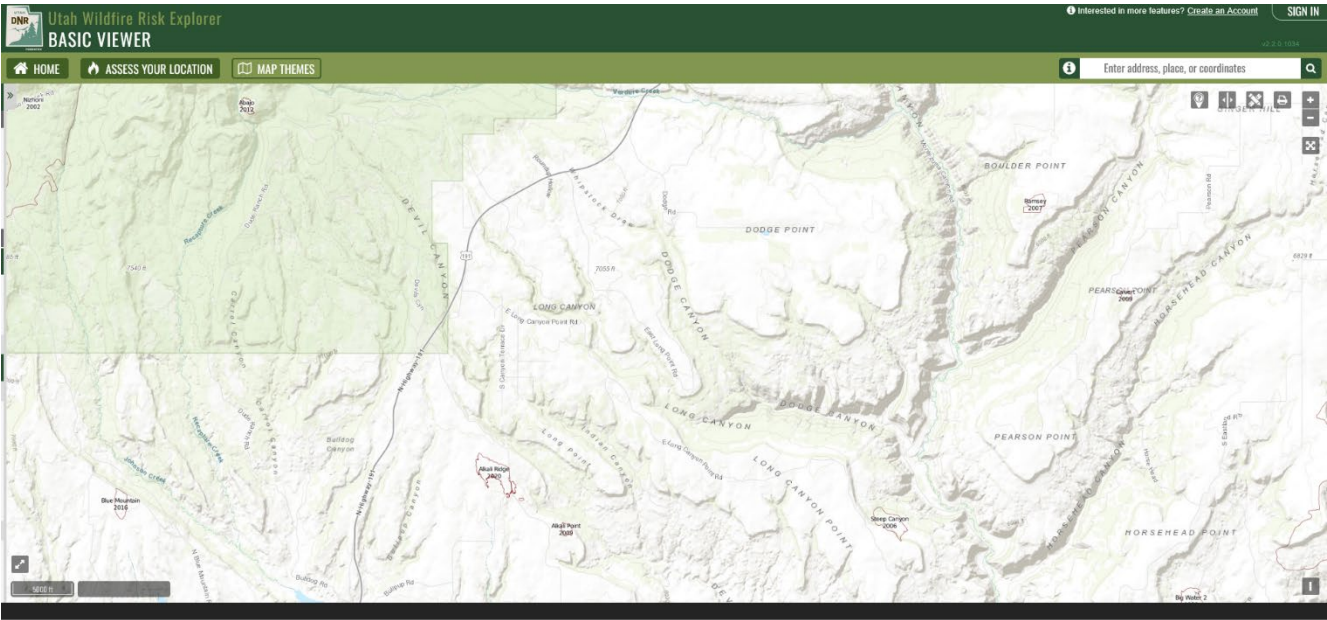
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	Moderate
At-Risk Structures	High
Property Assessments	Moderate

Please see attached

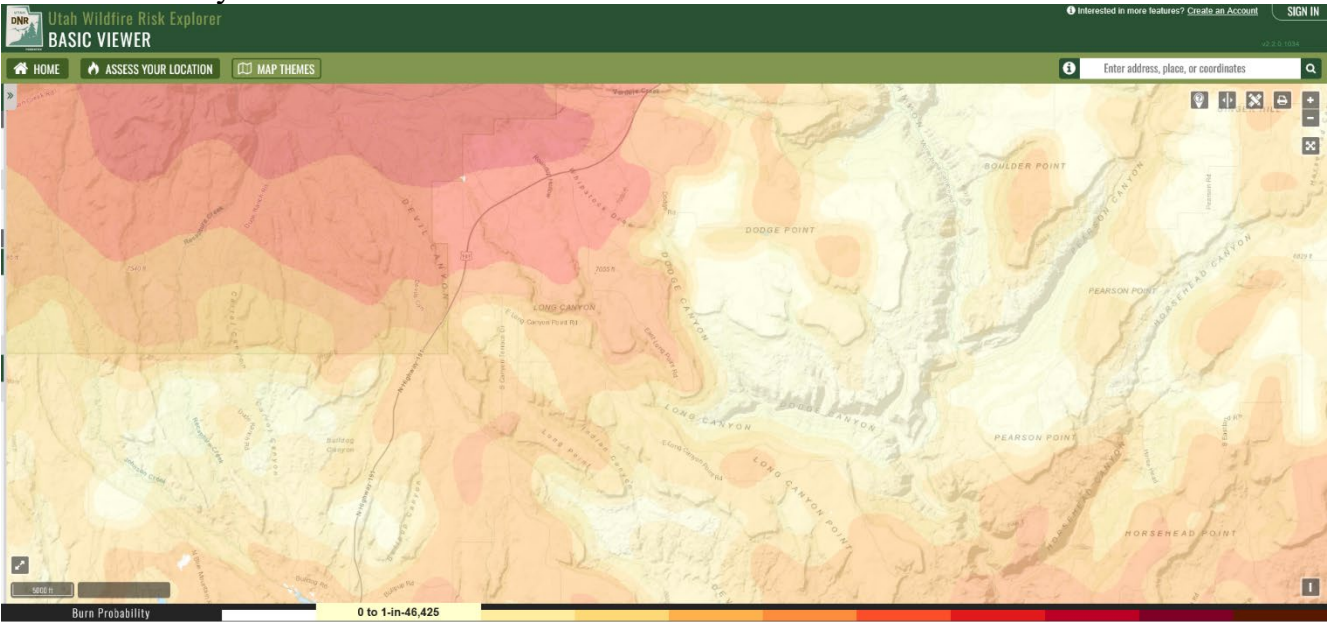
Canyon Terrace Map



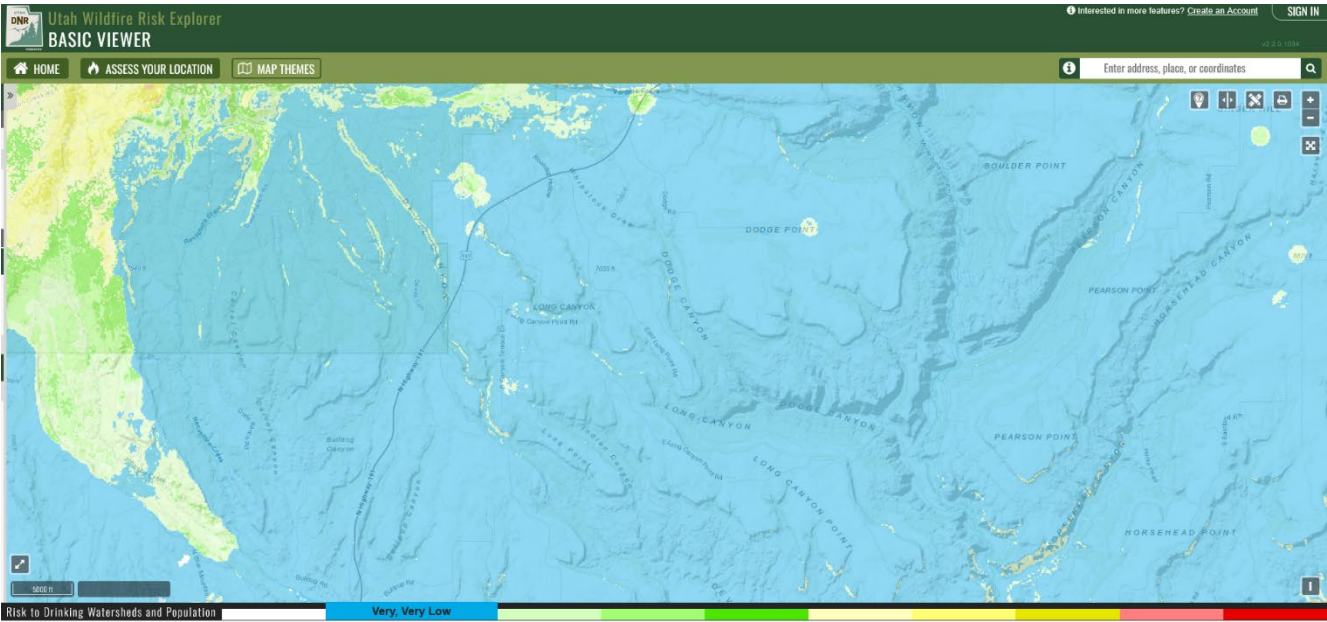
Historic Fire Perimeter



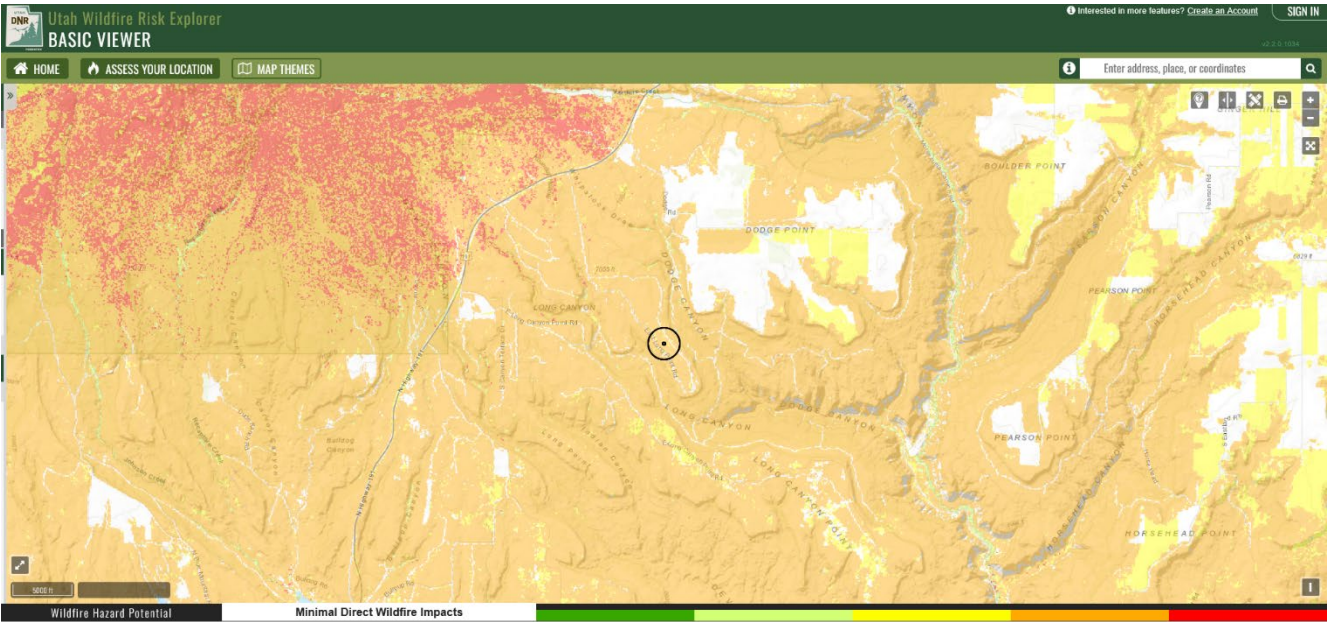
Burn Probability



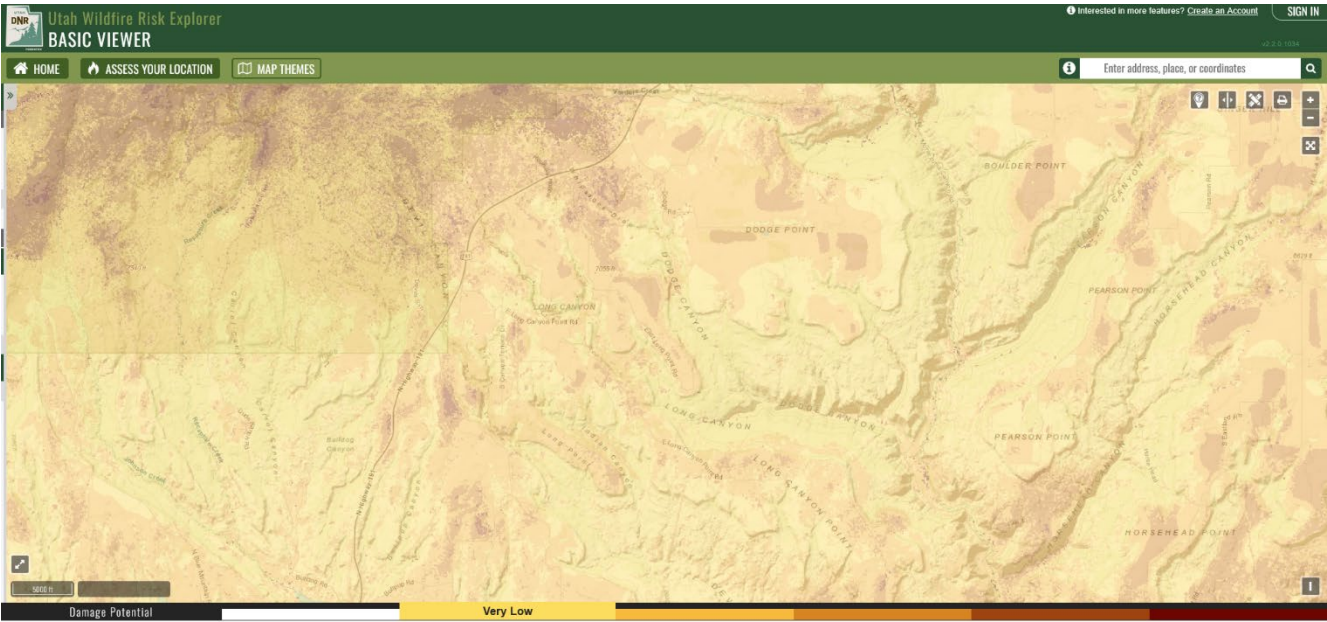
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Blue Mountain Guest Ranch / Dude Ranch Community Attributes
Location of Community The Blue Mountain Guest Ranch (also known locally as a Dude Ranch area) is a small, rural recreation and residential community located in the foothills of the Abajo (Blue) Mountains, west of Monticello in San Juan County, Utah. This area combines guest accommodations, ranching operations, and private residences, with homes and cabins interspersed among forest and rangeland. Its setting provides both agricultural and tourism value but places the community within a high wildfire risk environment. East: Monticello city and U.S. Highway 191. West: The higher elevations of the Abajo (Blue) Mountains, managed by the U.S. Forest Service. South: Agricultural rangelands and canyon country leading toward Indian Creek and Canyonlands. North: Benchlands and wooded slopes connecting toward Summit Point and Lisbon Valley. The community is bordered by U.S. Forest Service lands, BLM parcels, and private ranch properties, creating an extensive wildland–urban interface (WUI). Dense pinyon-juniper, oak brush, ponderosa pine, and mixed conifer stands surround the area, elevating wildfire risk and complicating suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: connects to county and Forest Service roads west of Monticello; most are narrow mountain roads with seasonal closures that reduce evacuation redundancy. • Signage inconsistent: some roads marked, but reflective signs are limited; emergency navigation difficult at night or in smoke. • Seasonal issues: roads may be snowbound in winter and washed-out during monsoon storms, reducing reliability. • Dead ends/turnarounds: ranch lanes/spurs often dead-end at cabins or corrals with inadequate space for tenders/engines to turn around. • Roadside vegetation: dense pinyon-juniper, oak brush, and mixed conifer line access routes, forming flammable corridors that threaten safe evacuation and suppression access. Bridges • Few formal bridges; crossings mostly culverts or low-water drainages. • Some structures may not support heavy firefighting equipment, limiting suppression options. Gates • Multiple ranch gates and fences along access roads. • Many require keys/combinations; no standardized emergency access system (e.g., Knox Boxes), delaying emergency response. Culverts • Access-road culverts are often narrow and prone to plugging with debris. • Post-fire flooding/debris flows could overwhelm crossings, restricting both evacuation and responder access.
Structural Ignitability Concerns

Defensible Space

- Many cabins and homes located within dense pinyon-juniper, oak brush, and mixed conifer forests.
- Some guest facilities have small cleared yards, irrigated lawns, or gravel driveways offering partial buffers.
- Most structures remain closely surrounded by trees, brush, wooden fences, corrals, and outbuildings that act as fire pathways.
- Only ~20–25% of structures maintain adequate defensible space.

Home Hardening

- Mix of wood-frame houses, log cabins, and guest accommodations.
- Vulnerabilities include wood siding, shake/asphalt roofs, open eaves, and unprotected vents.
- Wooden decks, porches, sheds, and attached outbuildings increase ignition risk.
- Few homes/lodges incorporate ember-resistant vents, enclosed soffits, or fire-resistant siding.

Topography & Layout

- Located along slopes, canyon bottoms, and drainages at the edge of the Abajo Mountains.
- Canyon winds and steep terrain funnel fire uphill toward structures.
- Edge-of-forest cabins and guest lodges in draws are most at risk.

At-Risk Structures

- ~10–15 primary structures (guest lodges, cabins, ranch houses, barns, and outbuildings).
- Most are combustible and lack defensible clearance, creating high vulnerability.

Defensible Space & Assessments

- ~20–25% of structures with adequate defensible space.
- <10% of properties have received formal wildfire risk assessments.

Community Demographics

Approximate number of homes	10-15
Approximate number of lots	20-25
Approximate number of commercial entities	1-2
Approximate number of full-time residents	20-35
Approximated number of part-time residents	20-40

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Blue Mountain Guest Ranch and Dude Ranch properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- **Infrastructure:** Access via narrow, winding county/Forest Service roads; wildfire or flooding could block routes; utilities rely on wells, septic, propane, limited solar/generators; overhead lines and propane tanks vulnerable; no onsite fire/medical services.
- **Residential & Commercial Structures:** ~10–15 homes/guest cabins; ranch facilities support both tourism and ag operations; many combustible (wood siding, shake/asphalt roofs, decks); outbuildings, barns, fencing increase ignition risk; defensible space inconsistent.
- **Watershed & Water Quality:** Located on Abajo slopes; drainages supply ag use, habitat, and downstream water; wildfire could cause erosion, sedimentation, flooding, damaging ranch infrastructure and watershed health.
- **Forest & Rangelands:** Fuels include pinyon-juniper, oak brush, ponderosa/mixed conifer; prone to high-intensity fire; fire could destroy forage, fencing, corrals, grazing lands, impacting ecology and ranch economy.
- **Wildlife & Habitat:** Supports mule deer, elk, raptors, black bear, small mammals; forested slopes/riparian areas ecologically important but flammable; habitat loss/fragmentation would reduce biodiversity and hunting/tourism values.
- **Social, Cultural & Economic Values:** Life safety of residents and guests is priority; evacuation complicated by limited egress and seasonal roads; Blue Mountain area holds historic ranching and Tribal cultural significance; ranch economy depends on both tourism and ag—wildfire could disrupt both, lower property values, and raise insurance costs.
- **Overall Vulnerability:** High due to combustible structures, limited hardening (~20–25% defensible space adequate), seasonal road hazards, and minimal suppression infrastructure (no hydrants/drafting sites).

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 3.3M – \$7.1M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)	
Score:	11

Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Blue Mountain Guest Ranch / Dude Ranch

- **High wildfire risk** due to location in dense pinyon-juniper, oak brush, and mixed conifer forests on the Abajo Mountain slopes. Fuels support fast-moving, high-intensity fire under wind-driven conditions.

Location of Specific Ignitions

- Residential and guest activity.
- Ranching operations and equipment use.
- Overhead powerlines.
- Recreational use in surrounding forests.
- Natural lightning strikes.

Water Impacts

- No hydrant system; homes and facilities rely on wells and propane.
- Post-fire flooding and debris flows could damage wells, springs, and water lines.

Suppression Difficulty

- Narrow, winding mountain roads with dead-end spurs and limited turnarounds.
- Seasonal access issues (snow, flooding, fire closures).
- Long volunteer response times.
- Steep topography and drainages funnel fire directly toward structures.

Fire Occurrence Density

- Human-caused ignitions likely from ranch, guest, and recreation activity.
- Lightning is also a recurring ignition source in the Abajo Mountains.

Rate of Spread

- Dense conifer, oak brush, and pinyon-juniper fuels enable rapid, high-intensity spread.
- Steep slopes and canyons accelerate fire movement upslope and into drainages.

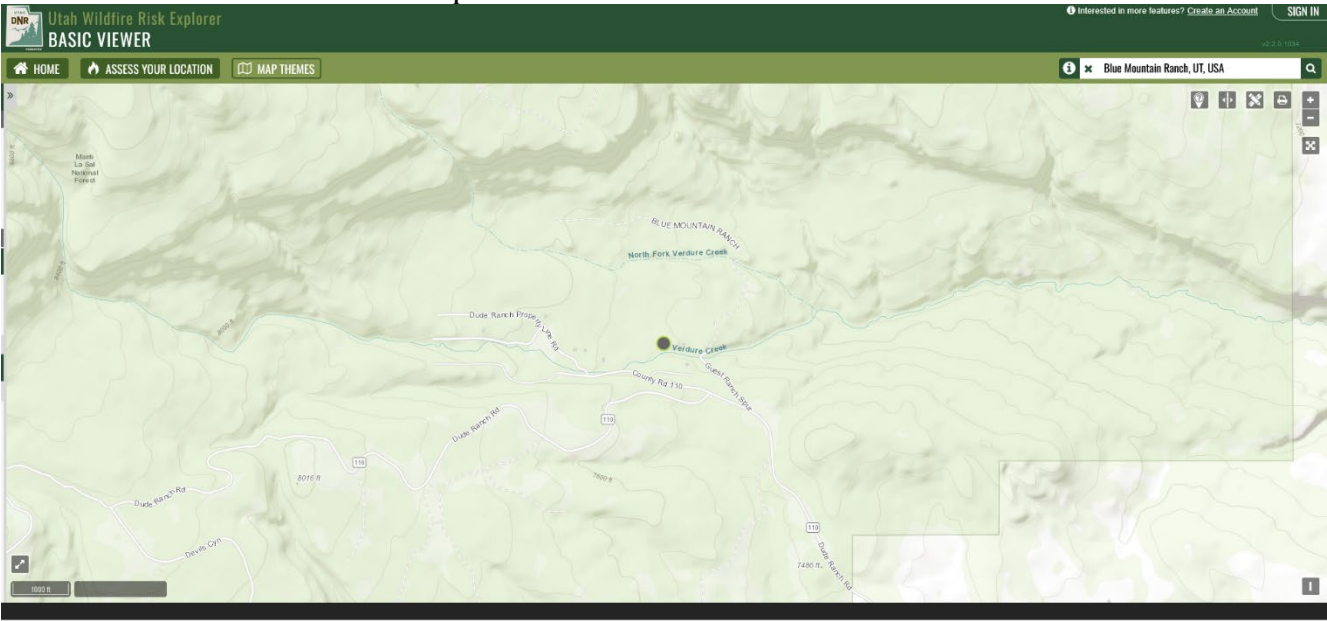
Fire Effects

- 10–15 homes, cabins, and guest-use structures at risk.
- Many structures have combustible siding, wood decks, and limited defensible space.
- Barns, corrals, fencing, and other ranch infrastructure increase ignition pathways.
- Infrastructure at risk: wells, propane systems, mountain access roads.
- Guests unfamiliar with wildfire risk present added evacuation challenges.
- Cultural and recreational values in the Abajo foothills also vulnerable

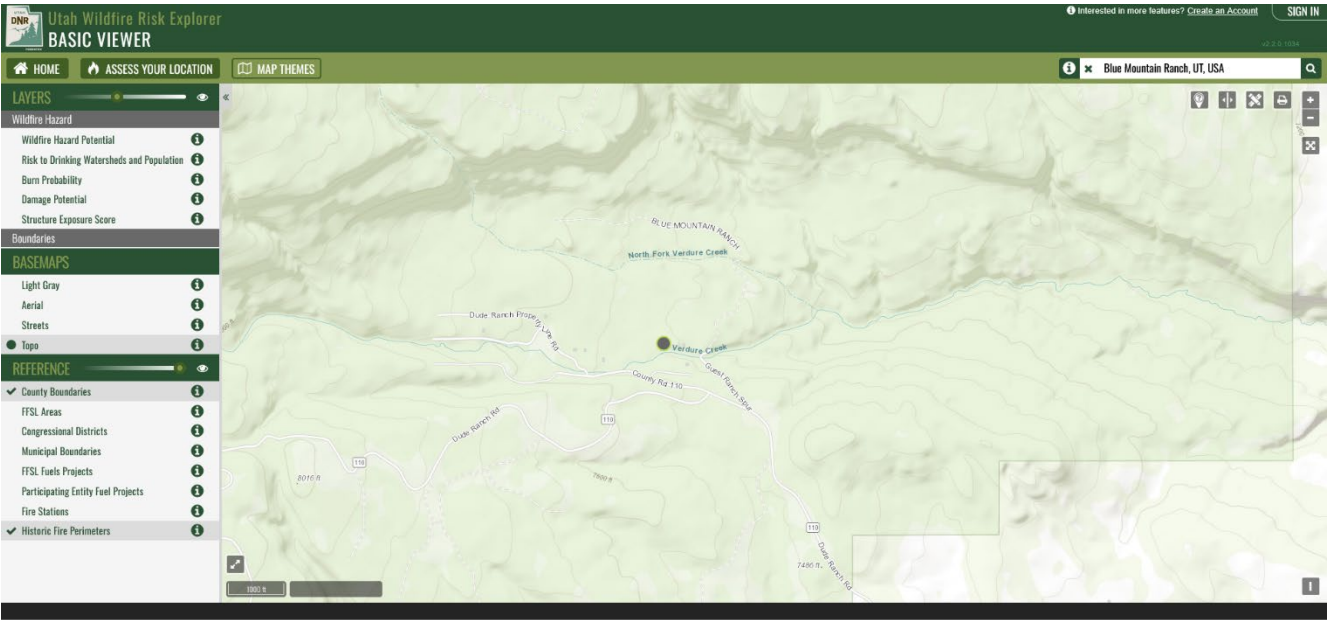
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	High
At-Risk Structures	High
Property Assessments	High

Please see attached

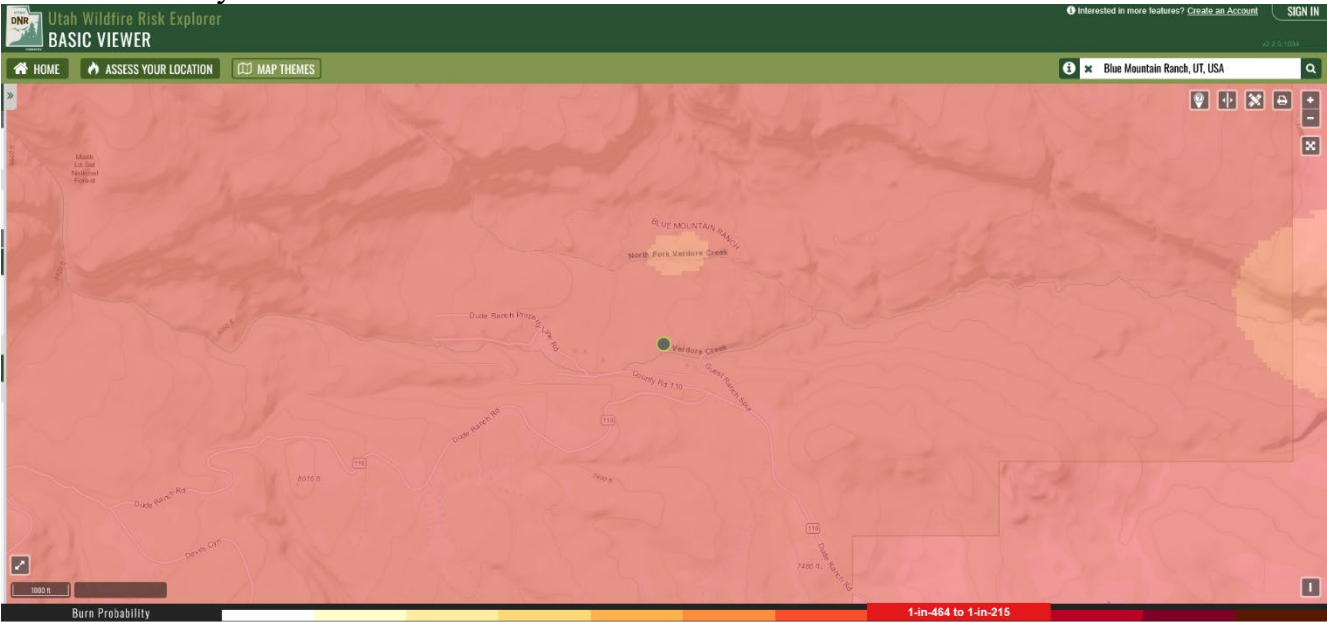
Blue Mountain Guest Ranch Map



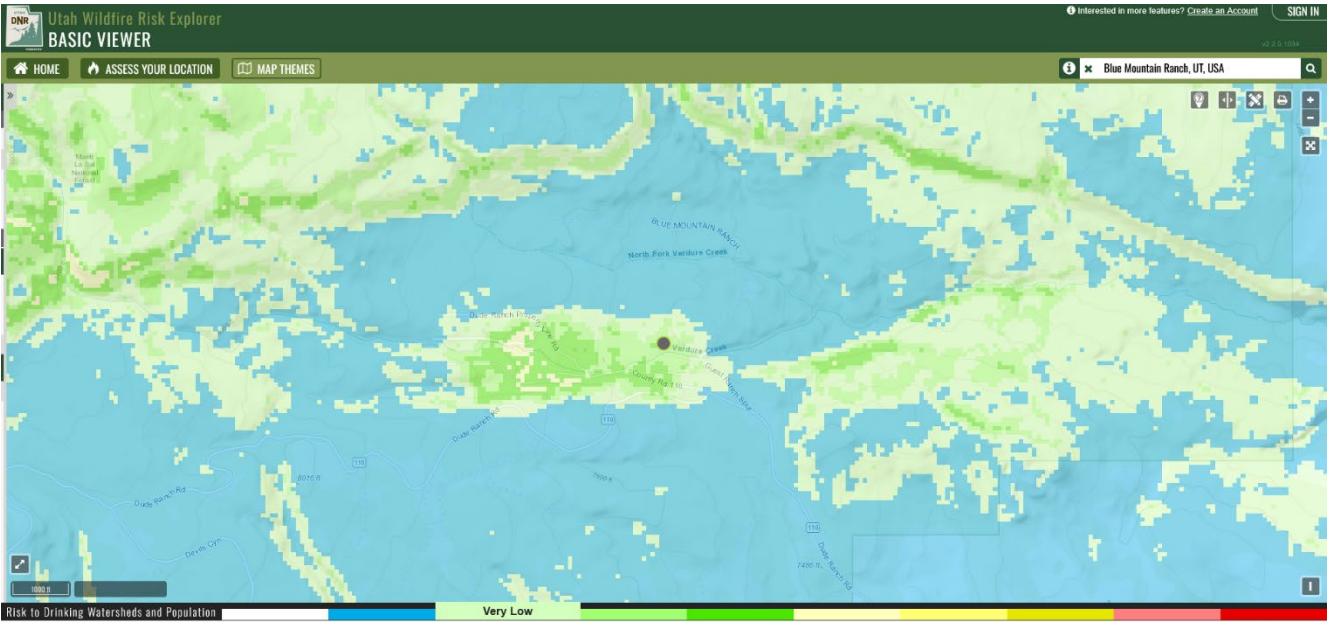
Historic Fire Perimeter



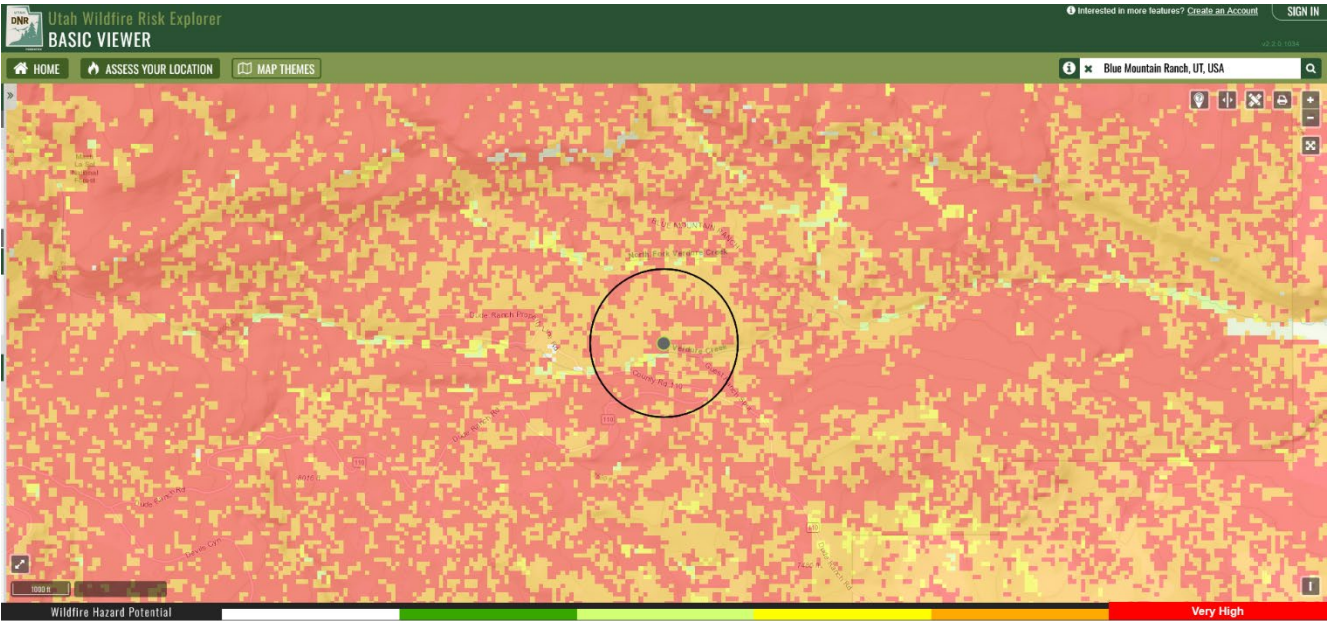
Burn Probability



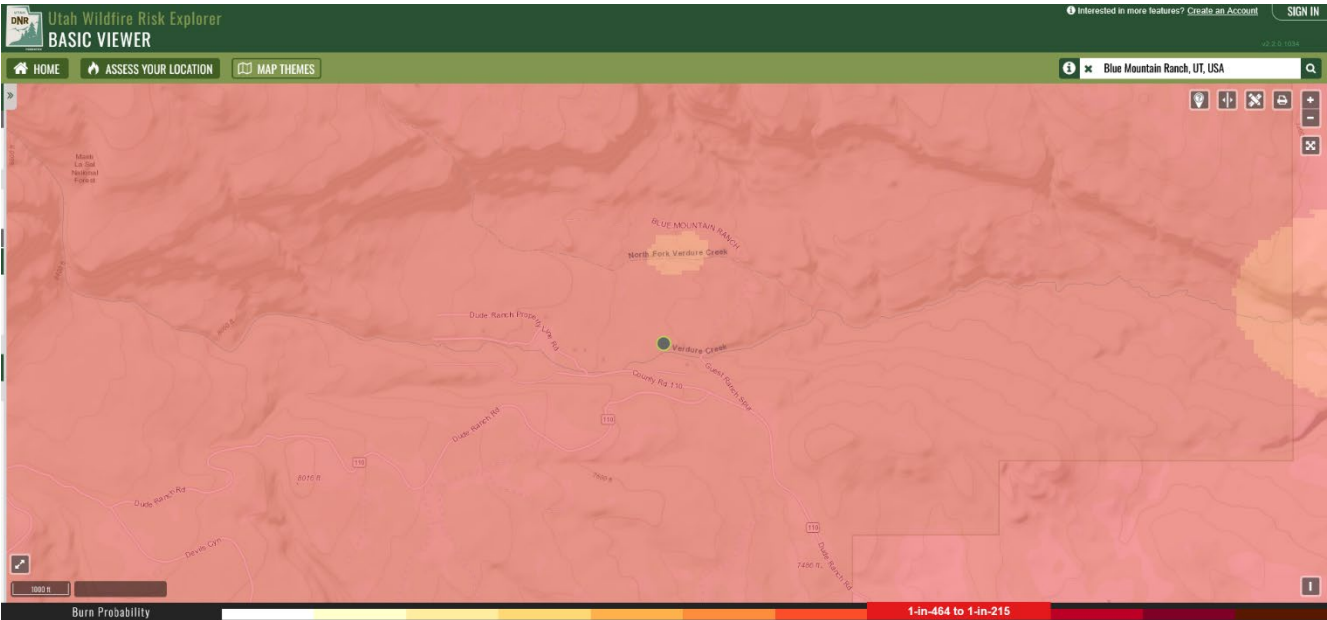
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Long Canyon Community Attributes
Location of Community The Long Canyon area is a small, rural residential and recreational community located in northern San Juan County, Utah, near the Grand County line southwest of Moab. The community sits along the Long Canyon corridor, a rugged red-rock canyon system that connects the mesa tops near Dead Horse Point and Island in the Sky to the Colorado River. It is characterized by a mix of private parcels, seasonal cabins, and recreational use areas, with residents and visitors interspersed among BLM-managed wildlands. East: Moab Valley and U.S. Highway 191 (Grand County). West: Canyonlands National Park and surrounding desert mesas. South: Desert benchlands and rangelands connecting toward Lockhart Basin and Indian Creek. North: The Colorado River corridor and Grand County boundary. The area is surrounded by Bureau of Land Management (BLM) lands and adjacent to state and federal recreation areas, creating a significant wildland–urban interface (WUI). Scattered homes, recreation cabins, and visitor use in this rugged canyon setting elevate wildfire risk, while steep canyon topography complicates suppression and evacuation.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out unavailable: main access is a narrow, winding dirt road connecting canyon bottom to U.S. 279 along the Colorado River. • No redundant evacuation routes, leaving residents/visitors at risk of isolation during wildfire. • Signage minimal: many intersections/private drives unmarked; reflective metal signs lacking, hindering evacuation in smoke or at night. • Seasonal issues: road can be washed out by flash floods, snow, or rockfalls; freeze-thaw cycles worsen unstable sections. • Dead ends/turnarounds: several spurs/private drives end without adequate turnaround space for firefighting equipment. • Roadside vegetation: pinyon-juniper, oak brush, and grasses line roadsides, creating flammable corridors that restrict safe evacuation and fire engine access. Bridges • No major bridges in canyon. • Washes and drainages crossed by culverts or low-water crossings, with uncertain capacity for heavy apparatus. Gates • Private gates on some ranch/residential parcels. • Many locked/combination-only; no standardized emergency access system (e.g., Knox Boxes). Culverts • Canyon-road culverts are narrow and prone to plugging with sediment/debris. • Post-fire debris flows could overwhelm crossings, restricting both evacuation and emergency access.
Structural Ignitability Concerns

Defensible Space

- Homes and cabins built along canyon floor, benches, and cliffs.
- Cliffs provide some natural barrier, but most parcels are surrounded by dense pinyon-juniper, oak brush, and grasses.
- A few parcels maintain irrigated landscaping, cleared driveways, or rock buffers.
- Wooden fences, sheds, and vegetation close to homes act as fire pathways.
- Only ~15–20% of properties have adequate defensible space.

Home Hardening

- Mix of seasonal cabins, manufactured homes, and a few modern dwellings.
- Many with combustible siding, asphalt/metal roofs, and open eaves.
- Wooden decks, porches, and fencing increase ignition risk.
- Few structures include ember-resistant vents, fire-resistant siding, or enclosed decks.

Topography & Layout

- Steep canyon walls, draws, and chimneys funnel fire uphill toward homes.
- Wind exposure in canyon corridors accelerates fire spread and ember travel.
- Residences at the canyon–wildland interface are most at risk.

At-Risk Structures

- ~10–15 homes/cabins clustered along canyon road and side spurs.
- Most highly vulnerable due to heavy fuels, combustible construction, and limited clearance.

Defensible Space & Assessments

- ~15–20% of homes have adequate defensible space.
- <10% of properties have received formal wildfire assessments.

Community Demographics

Approximate number of homes	10-15
Approximate number of lots	20-25
Approximate number of commercial entities	1-2
Approximate number of full-time residents	20-35
Approximated number of part-time residents	15-25

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Long Canyon properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- **Infrastructure:** Single dirt road to U.S. 279; prone to flooding, rockfalls, washouts; high risk of isolation during wildfire; off-grid utilities (wells, septic, propane, solar); no hydrants/formal water systems.
- **Residential & Commercial Structures:** ~10–15 homes/cabins (seasonal, manufactured, small full-time); minimal commercial (short-term rentals, recreation cabins, outfitter uses); most structures combustible with little hardening; defensible space inconsistent, canyon-edge homes most at risk.
- **Watershed & Water Quality:** Drains into Colorado River; wildfire could trigger erosion, sedimentation, flooding; threaten canyon soils, culverts, and downstream water quality.
- **Forest & Rangelands:** Dense pinyon-juniper, oak brush, desert shrub fuels burn at high intensity; fire could destroy limited grazing and degrade canyon ecosystems.
- **Wildlife & Habitat:** Supports mule deer, raptors, desert bighorn sheep, reptiles, small mammals; riparian canyon bottoms ecologically important but highly flammable; habitat loss would reduce biodiversity and recreation/hunting values.
- **Social, Cultural & Economic Values:** Life safety priority due to single-access, rugged terrain; archaeological/Tribal cultural landscapes at risk; economy tied to tourism/outfitting/rentals—wildfire could disrupt access, reduce property values, raise insurance costs.
- **Overall Vulnerability:** Moderate–high due to combustible under-hardened structures, limited defensible space (~15–20% adequate), no suppression water infrastructure, and unreliable single-access road.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 3.0M – \$6.4M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	11
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Long Canyon

- *Moderate to high wildfire risk due to steep canyon topography, limited access, and flammable fuels (pinyon-juniper, oak brush, desert shrub).*
- *Fuels burn at high intensity under dry and windy conditions.*

Location of Specific Ignitions

- *Residential activity and seasonal cabin use.*
- *Recreation activity in canyon areas.*
- *Overhead powerlines.*
- *Natural lightning strikes.*

Water Impacts

- *No hydrant system; homes rely on private wells or hauled water.*
- *Post-fire flooding, debris flows, and sedimentation could damage wells, roads, and canyon drainage systems.*

Suppression Difficulty

- *Single dirt access road; prone to washouts, flooding, and rockfalls.*
- *No reliable water sources for firefighting.*
- *Long volunteer response times.*
- *Limited turnaround space for engines and tenders.*
- *Canyon slopes funnel fire directly toward homes, complicating suppression.*

Fire Occurrence Density

- *Human-caused ignitions from residential use, recreation, and powerlines are most likely.*
- *Lightning is a recurring natural ignition source in canyon terrain.*

Rate of Spread

- *Canyon slopes and draws act as chimneys, accelerating fire spread and ember transport.*
- *Wind exposure increases flame lengths and spotting.*

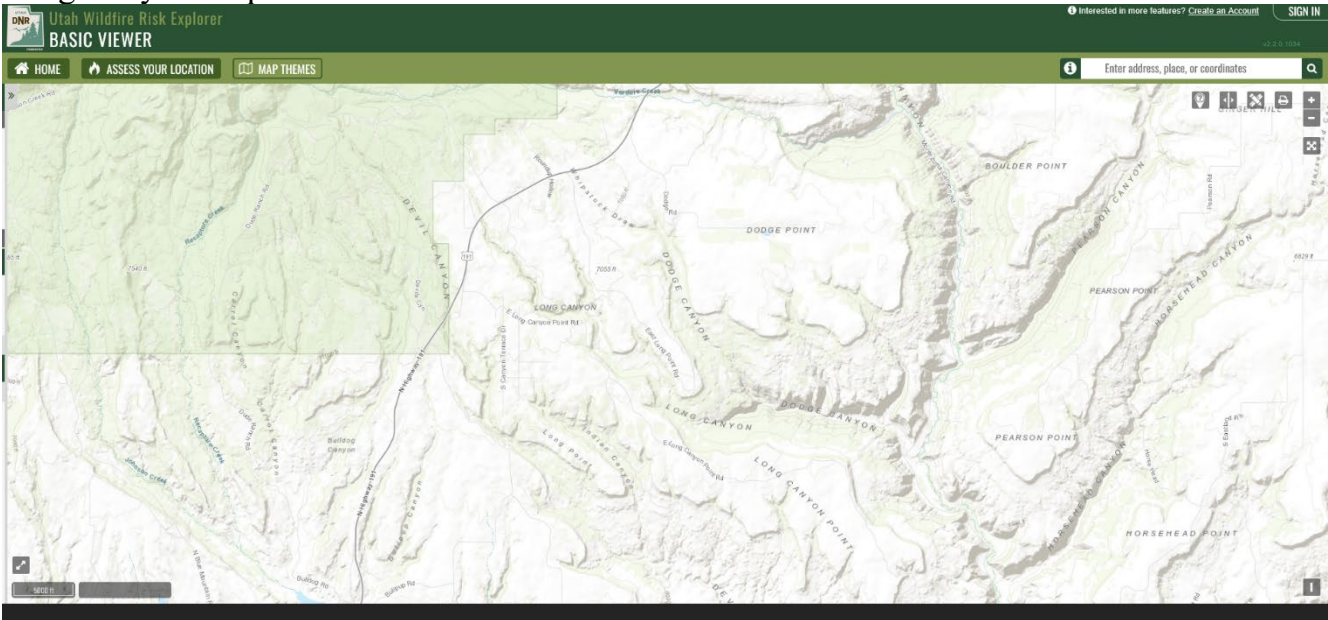
Fire Effects

- *10–15 homes and cabins at risk, many older or seasonal with combustible siding, wood decks, and minimal defensible space.*
- *Perimeter homes adjacent to vegetation especially vulnerable.*
- *Key infrastructure: single dirt access road, wells, powerlines.*
- *Recreation values and visitor safety also threatened.*

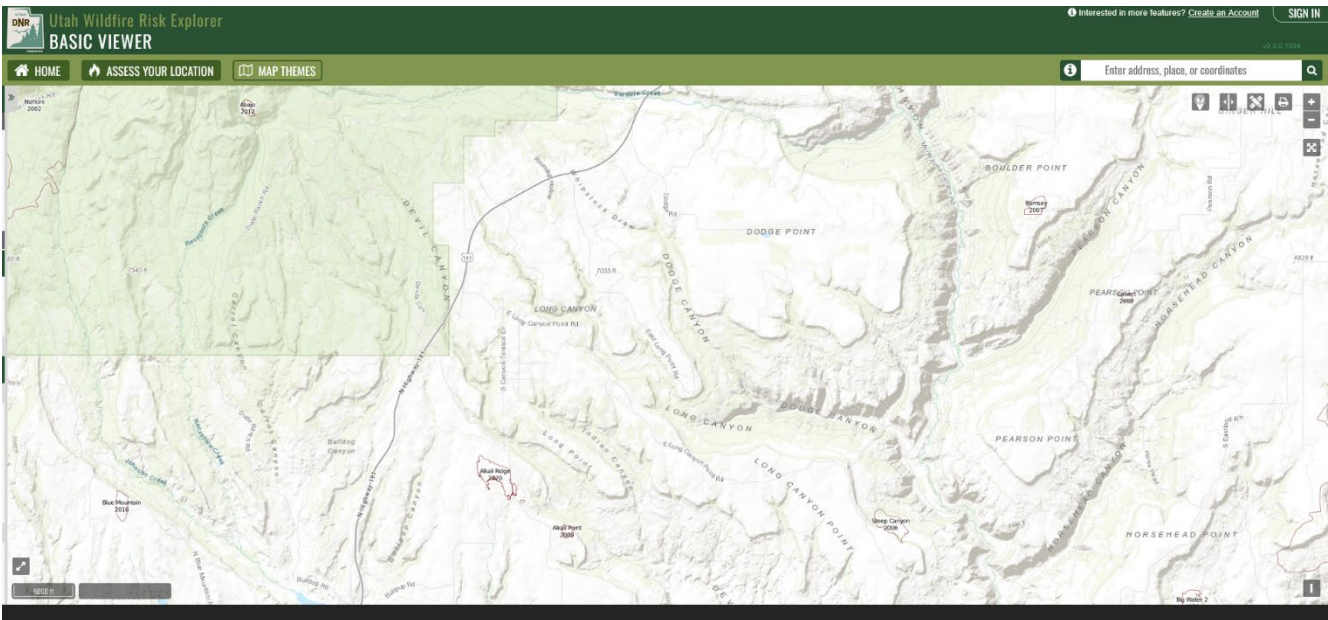
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	High
At-Risk Structures	High
Property Assessments	High

Please see attached

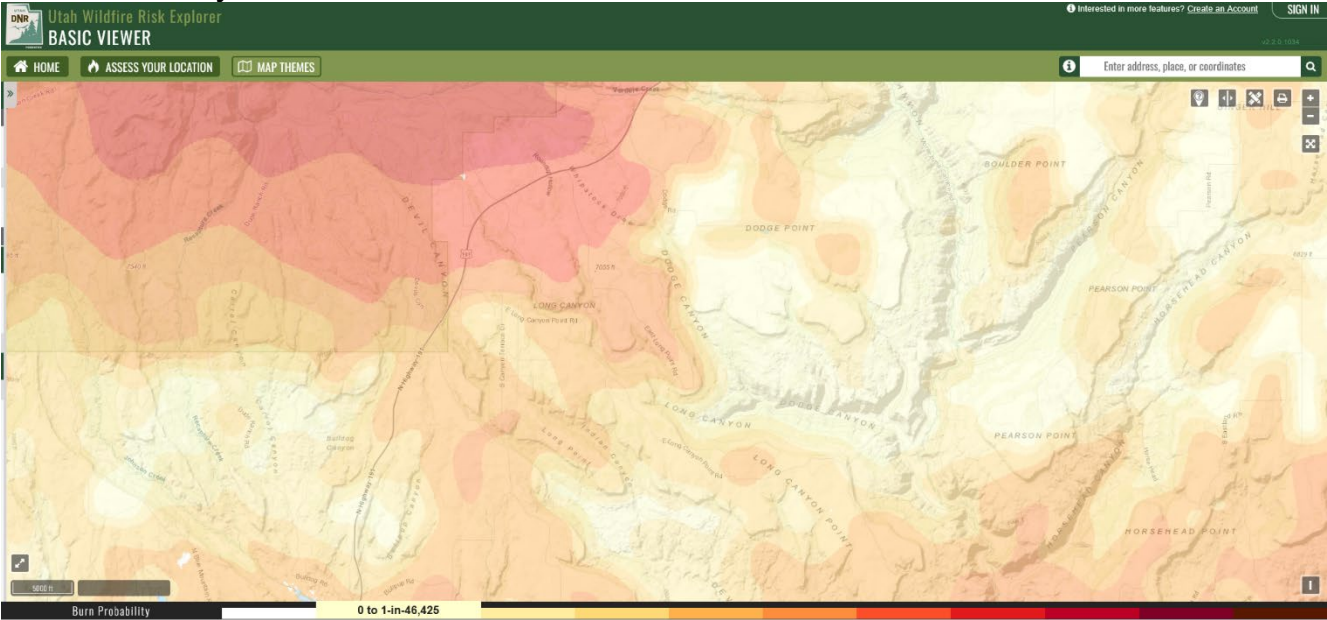
Long Canyon Map



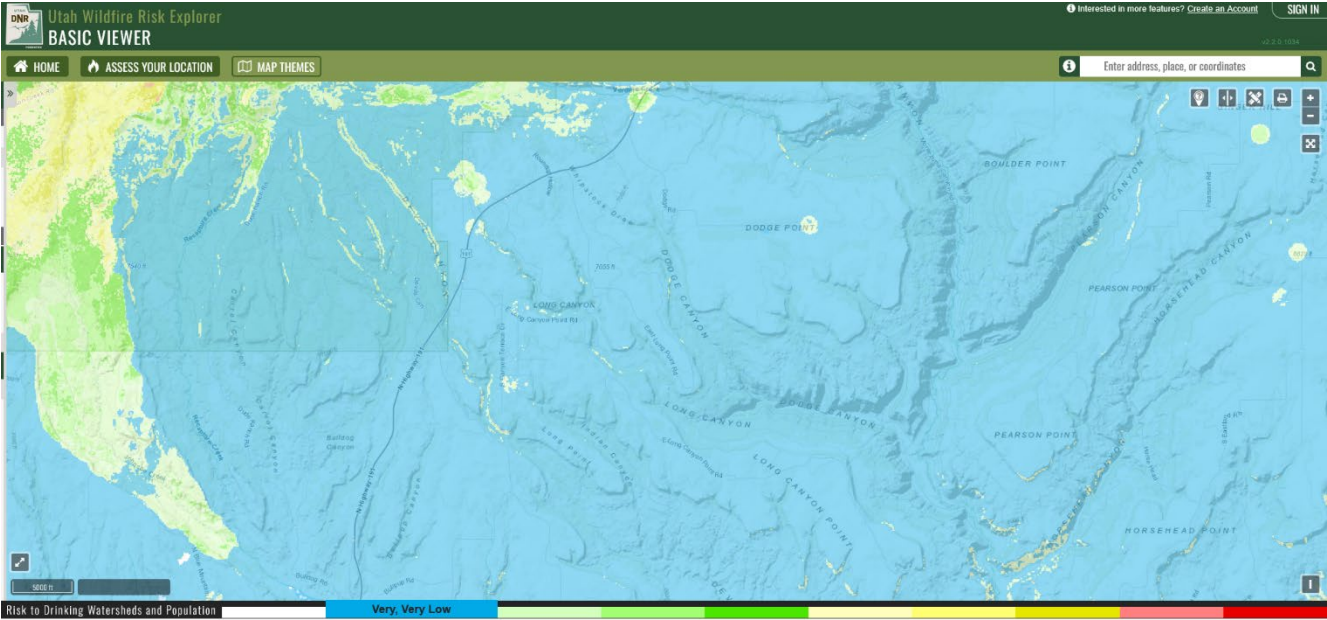
Historic Fire Perimeter



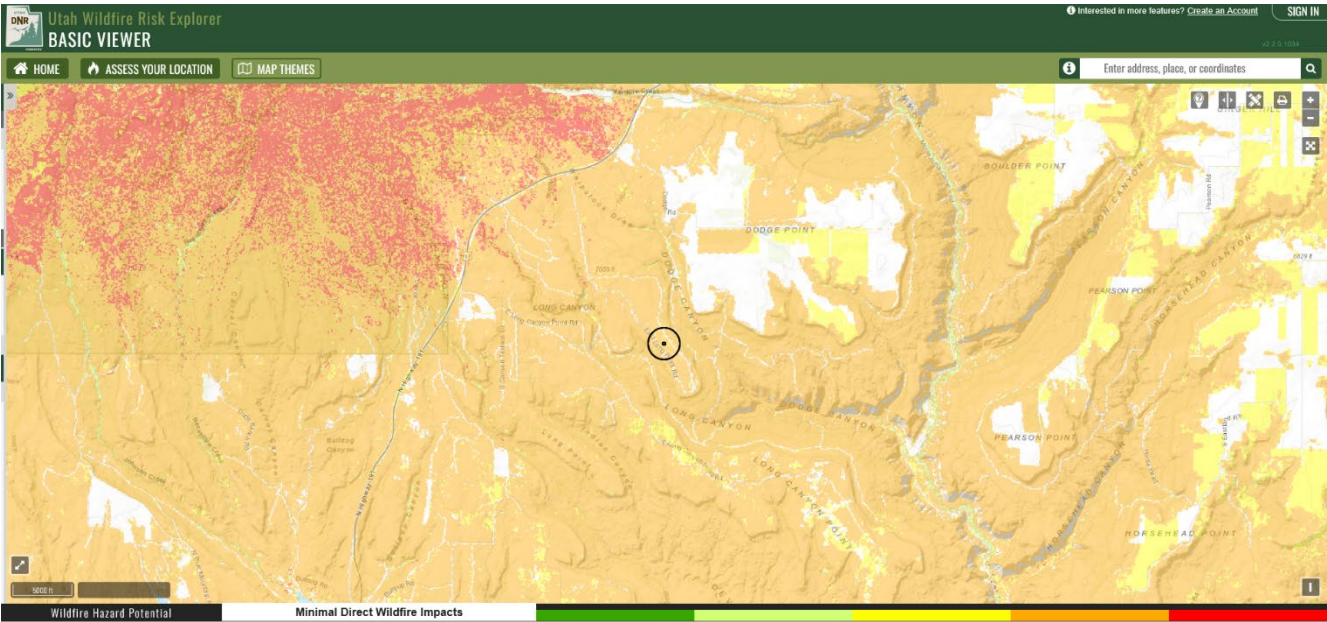
Burn Probability



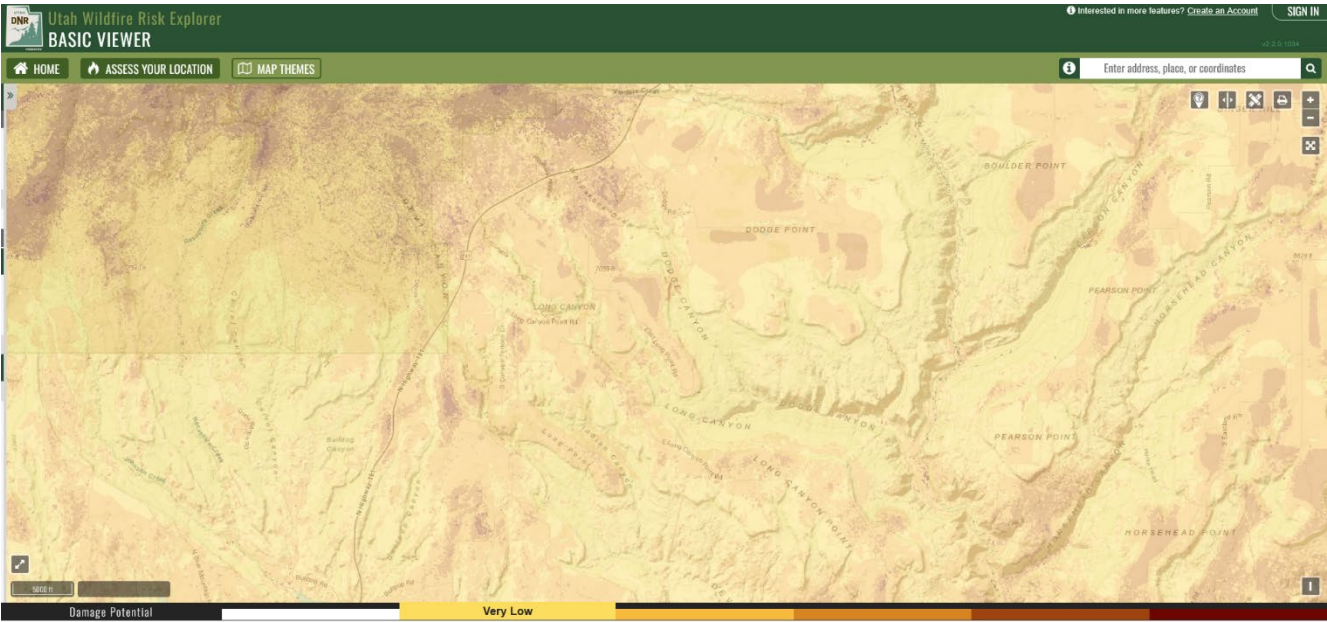
Risks to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Montezuma Canyon Community Attributes
Location of Community The Montezuma Canyon area is a rural residential and agricultural corridor located in eastern San Juan County, Utah, stretching southeast from Monticello toward the Colorado border. The canyon is historically significant for its Ancestral Puebloan sites, ranching heritage, and cultural landscapes. Today, it consists of a mix of ranch properties, scattered homes, cabins, and agricultural operations, set within a rugged canyon environment characterized by sandstone cliffs, brushy slopes, and desert vegetation. East: Colorado borderlands and desert rangelands. West: Monticello and the Abajo (Blue) Mountains. South: Agricultural lands and canyonlands extending toward Montezuma Creek. North: Lisbon Valley and canyonlands connecting toward the Colorado River system. Large portions of surrounding land are managed by the Bureau of Land Management (BLM), with interspersed state trust lands and private parcels, creating a broad wildland–urban interface (WUI). The canyon’s length, steep topography, and limited access routes contribute to significant wildfire suppression and evacuation challenges.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • Two ways out limited: primary access via Montezuma Canyon Road, a long, narrow, winding route connecting toward Monticello or Montezuma Creek. • Alternate egress scarce, leaving residents at risk of isolation during wildfire. • Signage inconsistent: many private drives/spurs unmarked; reflective signs minimal, slowing navigation at night or in smoky conditions. • Seasonal issues: road sections prone to washouts, flash flooding, and rockfall during monsoon season; snow/ice in winter further restricts access. • Dead ends/turnarounds: numerous side spurs, ranch drives, and cabin roads dead-end without adequate turnaround space for fire apparatus. • Roadside vegetation: dense pinyon-juniper, sagebrush, and oak brush create flammable corridors along road edges, threatening evacuation and suppression access. Bridges • Few formal bridges; crossings mostly low-water or culvert-based. • Many not rated for heavy firefighting equipment, and could fail/become impassable during post-fire flooding or debris flows. Gates • Private ranch gates/fences common throughout canyon. • Many locked or requiring keys/combinations; no standardized emergency access system (e.g., Knox Boxes), delaying response. Culverts • Canyon-road culverts are narrow and prone to sediment plugging. • Post-fire flash flooding/debris flows could overwhelm culverts, washing out roads and cutting off evacuation/responder access.
Structural Ignitability Concerns

Defensible Space

- Residences, ranch houses, and cabins scattered along canyon floor and side benches.
- Surrounded by dense pinyon-juniper, oak brush, sagebrush, and grasses.
- Some parcels benefit from irrigated fields, orchards, or pastureland as buffers.
- Many properties bordered by wooden corrals, barns, sheds, and fencing that connect fuels to homes.
- ~20–25% of homes maintain adequate defensible space.

Home Hardening

- Mix of older farmhouses, mobile homes, log cabins, and ranch structures.
- Many with combustible siding, open decks, asphalt shingles, or metal roofs with open eaves.
- Wooden decks, porches, and outbuildings provide ignition pathways.
- Few homes incorporate ember-resistant vents, fire-resistant siding, or enclosed soffits.

Topography & Layout

- Long, narrow canyon with steep walls, draws, and drainages that funnel fire.
- Slope-driven fire behavior threatens homes at canyon bottoms and slopes.
- Isolated residences at the wildland edge are especially vulnerable with limited suppression access.

At-Risk Structures

- ~25–35 homes, cabins, and ranch compounds, many remote and surrounded by fuels.
- Highest risk: structures near drainages, canyon benches, or fuel-heavy terrain.

Defensible Space & Assessments

- ~20–25% with adequate defensible space.
- <10% of properties have formal wildfire risk assessments.

Community Demographics

Approximate number of homes	25-35
Approximate number of lots	40-50
Approximate number of commercial entities	2-3
Approximate number of full-time residents	60-90
Approximated number of part-time residents	20-40

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Montezuma Canyon properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Single lifeline road (Montezuma Canyon Road) long, narrow, prone to flooding/rockfall; wildfire or debris flows could block access; utilities off-grid (wells, septic, propane, solar/generators); overhead powerlines/propane tanks ignition risks; no schools, fire, or medical facilities.

- **Residential & Commercial Structures:** ~25–35 homes (ranch houses, cabins); commercial limited to ranching, farming, small rentals; many older/combustible structures with minimal hardening; multiple outbuildings, barns, sheds, and fencing increase ignition pathways.
- **Watershed & Water Quality:** Streams, seeps, springs support ranching, wildlife, and downstream users; wildfire could cause erosion, sedimentation, debris flows; damage to wells, irrigation ditches, and local water supplies.
- **Forest & Rangelands:** Dense pinyon-juniper, oak brush, sagebrush fuels burn intensely; fire could devastate forage, fencing, rangeland infrastructure; direct impacts on ranching and grazing capacity.
- **Wildlife & Habitat:** Critical corridor for mule deer, elk, raptors, small mammals; canyon bottomlands and riparian vegetation highly flammable; loss of habitat reduces biodiversity, hunting, and wildlife viewing values.
- **Social, Cultural & Economic Values:** Life safety of residents is top priority with single-access road; archaeological sites, rock art, Tribal cultural landscapes highly vulnerable; economy based on ranching, ag, and cultural tourism—wildfire could destroy grazing, fencing, water systems, and heritage resources.
- **Overall Vulnerability:** High due to combustible under-hardened structures, limited defensible space (~20–25% adequate), no hydrants or suppression water, and high-risk single access road.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 6.9M – \$13.8M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10

You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	9
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Montezuma Canyon

- **High wildfire risk** due to long, narrow canyon topography, heavy fuels, and limited access.
- Vegetation (pinyon-juniper, oak brush, sagebrush, grasses) supports fast-moving, high-intensity fire under dry, windy conditions.

Location of Specific Ignitions

- Residential activity and seasonal use.
- Ranching and farm equipment operations.
- Overhead powerlines along the canyon.
- Natural lightning strikes.

Water Impacts

- No hydrant system; reliance on wells and irrigation ditches.
- Post-fire flooding, erosion, and debris flows could damage wells, ditches, and cultural sites.

Suppression Difficulty

- Single narrow road running the canyon length; prone to seasonal washouts and with limited turnarounds.
- No reliable water sources for firefighting.
- Long volunteer response times.
- Canyon slopes, draws, and steep drainages funnel flames directly toward residences and infrastructure.

Fire Occurrence Density

- Human-caused ignitions from residential, ranching, and powerlines are common.
- Lightning remains a significant ignition source in canyon terrain.

Rate of Spread

- Fuels (grasses, brush, pinyon-juniper) enable rapid, wind-driven spread.
- Canyon topography acts as a chimney, channeling flames and embers toward structures.

Fire Effects

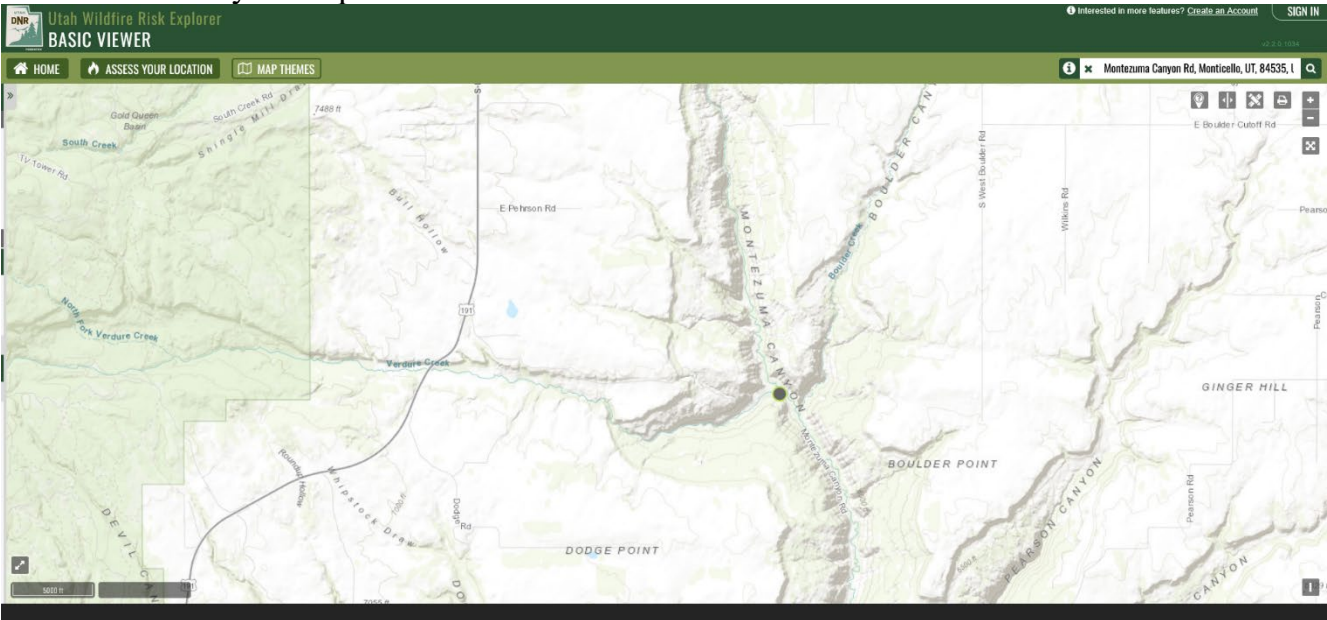
- 25–35 homes, cabins, and ranch compounds at risk.
- Most are older structures with combustible siding, wood decks, and limited defensible space.
- Ranch infrastructure (barns, sheds, fencing, corrals) increases ignition pathways.
- Archaeological sites, rock art, and Tribal cultural landscapes are highly vulnerable to wildfire and post-fire flooding.
- Critical infrastructure (wells, powerlines, roads) exposed to damage or loss.

Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	High
At-Risk Structures	High
Property Assessments	High

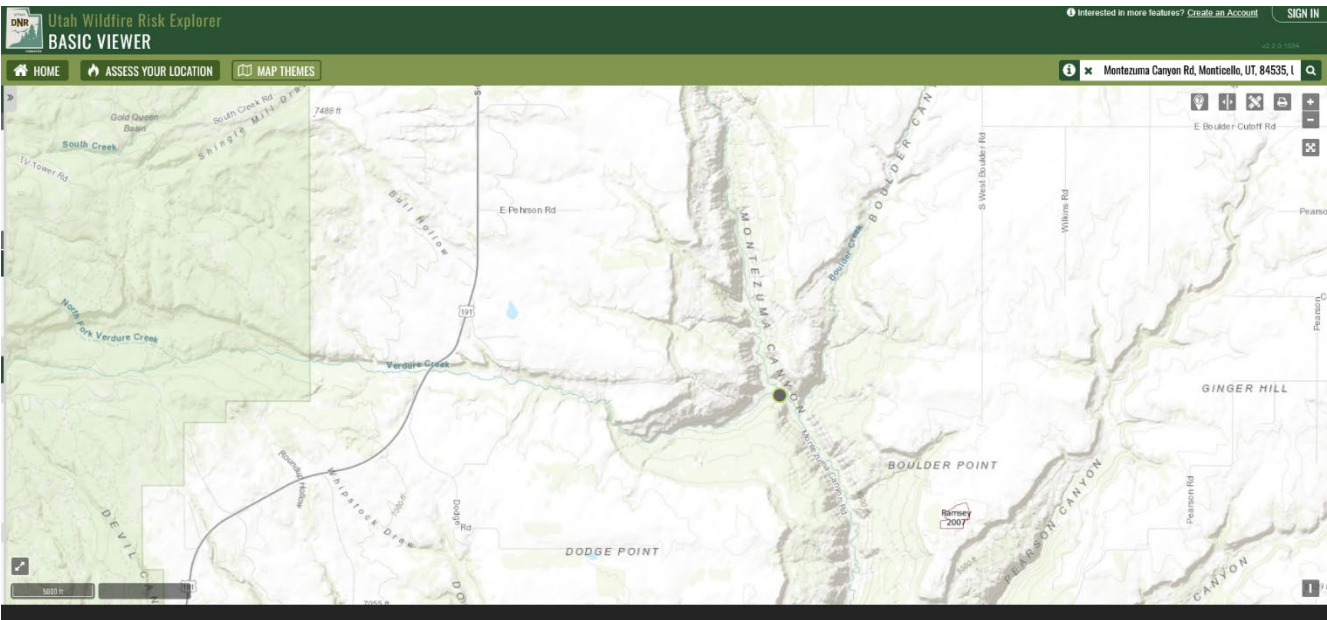
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San Juan County Preparedness Plan

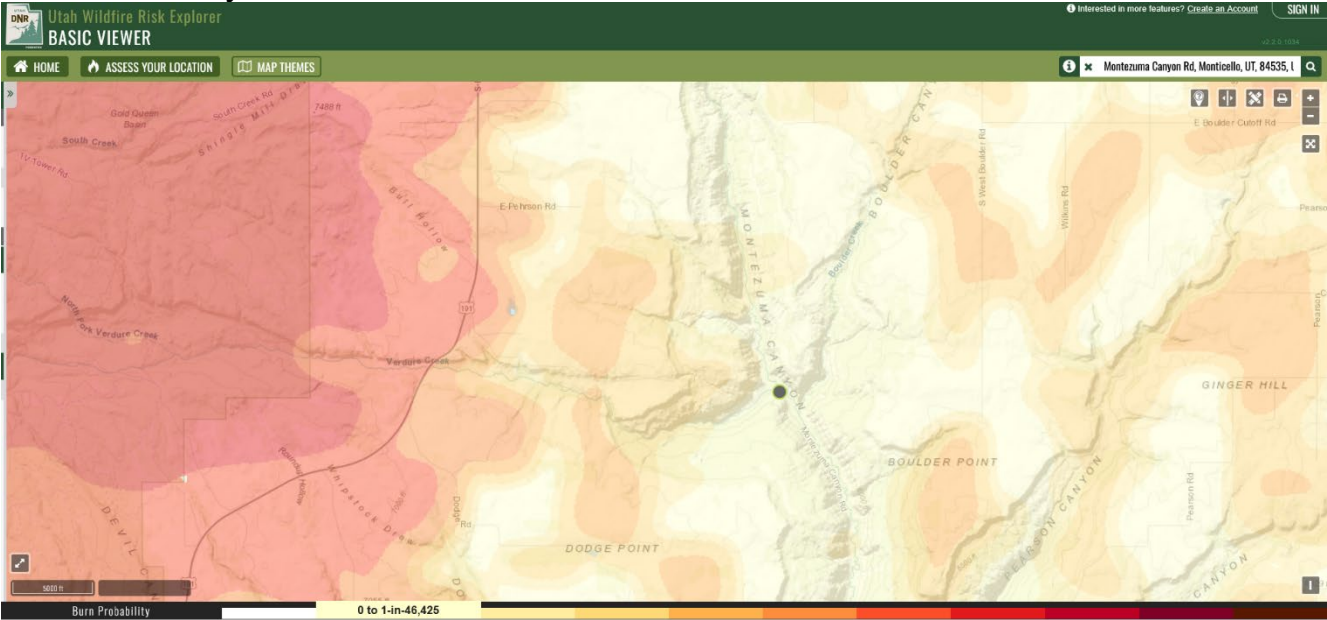
Montezuma Canyon Map



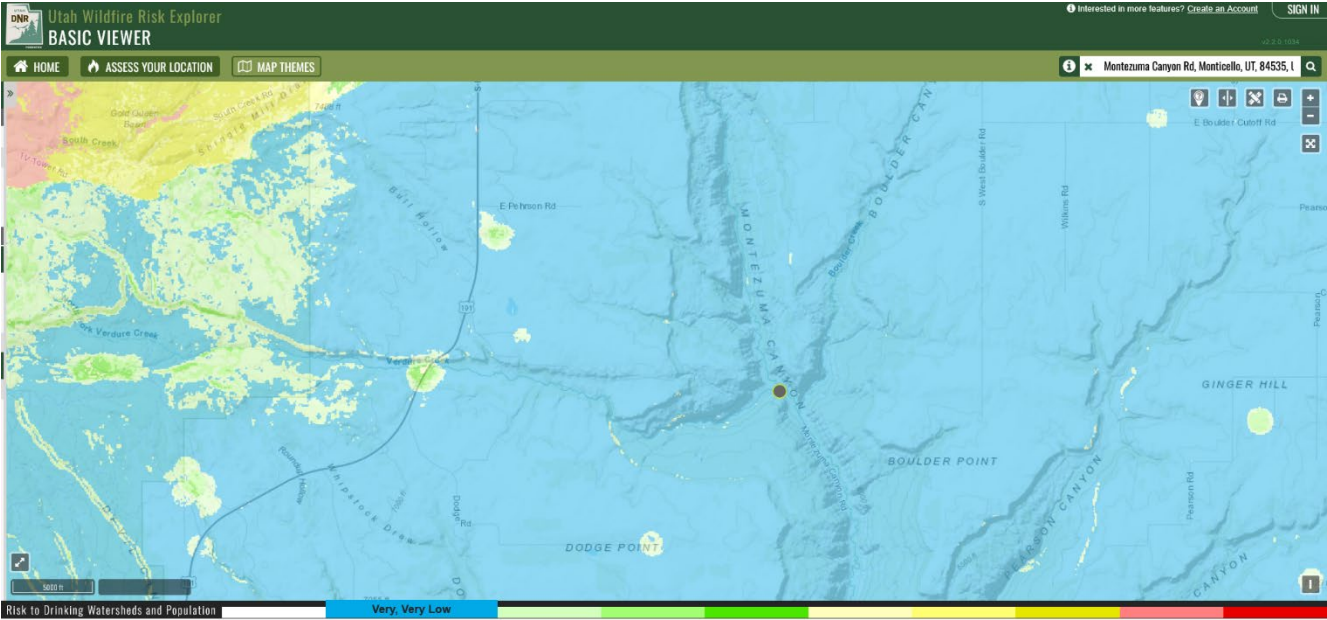
Historic Fire Perimeter



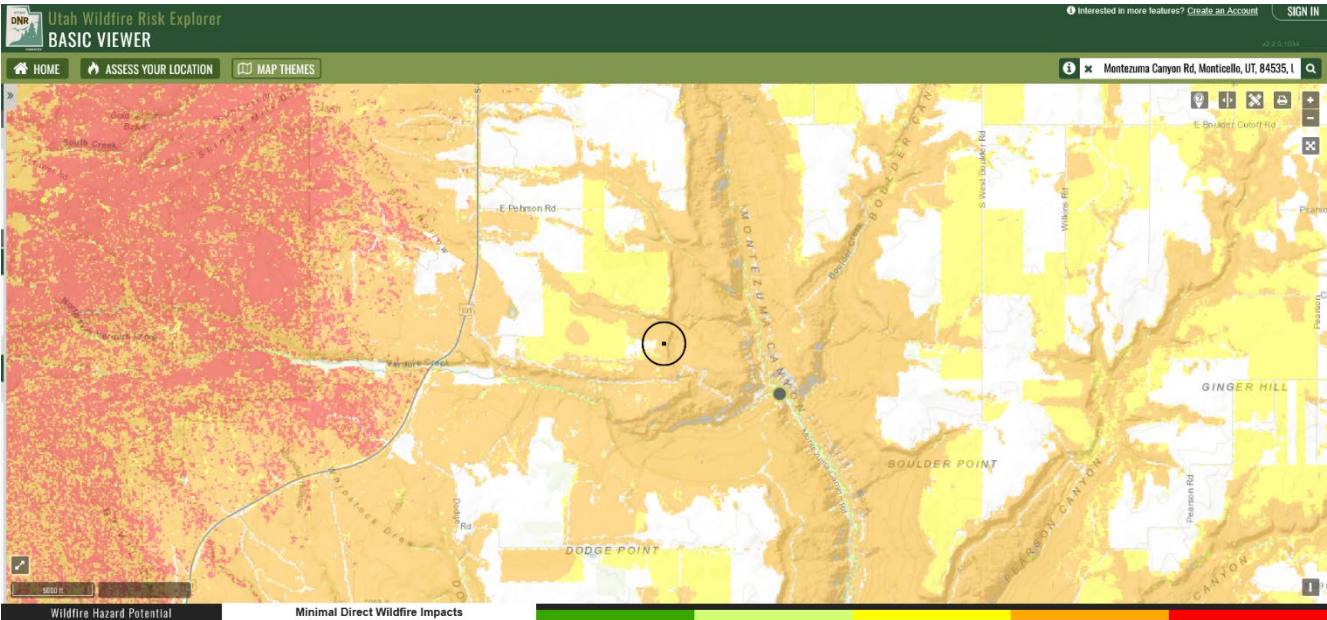
Burn Probability



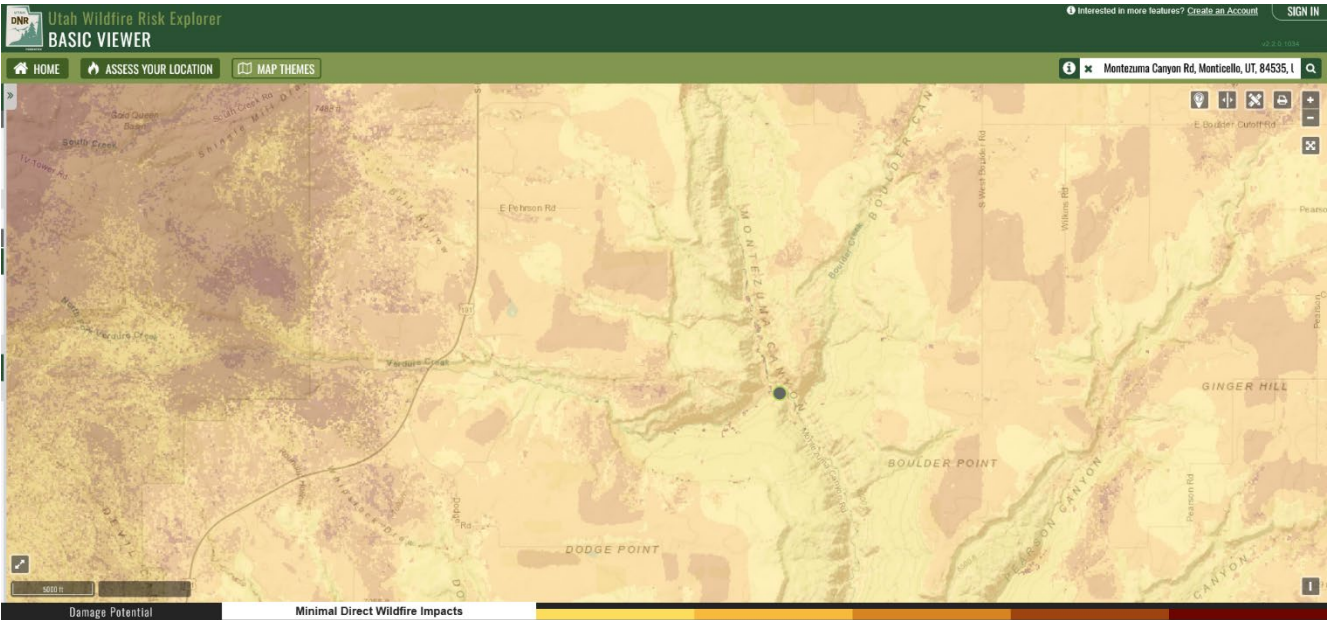
Risk to Watershed



Wildfire Hazard Potential



Risk to Potential Structures



COMMUNITY DESCRIPTION

Mustang Mesa Community Attributes
Location of Community The Mustang Mesa area is a rural residential and agricultural community located in northeastern San Juan County, Utah, near the Grand County boundary and Lisbon Valley. The community consists of ranch parcels, scattered homes, and seasonal dwellings, with lands used for both livestock grazing and limited residential development. The mesa's elevated position and exposure to high winds create increased wildfire potential across its dry rangeland and brush-dominated landscape. East: Lisbon Valley and the Colorado state line. West: The Abajo Mountain foothills and Monticello. South: Agricultural rangelands and desert country extending toward Montezuma Creek. North: Grand County boundary and canyonlands leading toward Moab. The surrounding landscape is a mix of private ranch lands, BLM parcels, and Utah State Trust lands, creating a wildland–urban interface (WUI) where homes and ranch infrastructure border sagebrush flats, pinyon-juniper woodlands, and canyon drainages. Limited access, combined with flammable vegetation and seasonal recreation use, heightens wildfire exposure and complicates suppression efforts.
Roads, Bridges, Gates, and Culvert Conditions Road Access & Evacuation • <i>Two ways out limited: most properties connect via a single county road tying into Lisbon Valley and U.S. 191.</i> • <i>Alternate evacuation scarce, leaving the community at risk of wildfire isolation.</i> • <i>Signage inconsistent: some private drives/spurs lack reflective metal signs, hindering navigation in smoke or at night.</i> • <i>Seasonal issues: gravel/dirt roads vulnerable to snow, ice, flash flooding, and washouts during winter storms and monsoons.</i> • <i>Dead ends/turnarounds: several ranch lanes/spurs end without adequate turnaround space for fire apparatus.</i> • <i>Roadside vegetation: sagebrush, pinyon-juniper, and grasses close to shoulders create flammable corridors restricting safe evacuation and access.</i> Bridges • <i>Few, if any, formal bridges.</i> • <i>Crossings are typically culverts or low-water structures, most not rated for heavy firefighting equipment.</i> Gates • <i>Private ranch gates common, often locked or chain-secured.</i> • <i>No standardized emergency access system (e.g., Knox Boxes), delaying suppression response.</i> Culverts • <i>Access-road culverts often undersized and prone to plugging with sediment/debris.</i> • <i>Post-fire flooding/debris flows could overwhelm culverts, washing out roads and restricting evacuation/emergency access.</i>
Structural Ignitability Concerns

Defensible Space

- *Homes and ranches located on large agricultural/rangeland parcels.*
- *Some benefit from irrigated fields or pastures acting as natural buffers.*
- *Many are directly bordered by sagebrush, pinyon-juniper, and grass fuels.*
- *Wooden corrals, barns, sheds, and fencing often connect fuels to homes.*
- *Only ~20–25% of properties maintain adequate defensible space.*

Home Hardening

- *Structures include farmhouses, modular homes, and ranch dwellings.*
- *Vulnerabilities: combustible siding, asphalt/metal roofs with open eaves, and unscreened vents.*
- *Wooden porches, decks, and attached outbuildings increase ignition potential.*
- *Few homes use ember-resistant vents, enclosed soffits, or fire-resistant siding.*

Topography & Layout

- *Mesa landscape with canyon rims, drainages, and open rangelands.*
- *Wind exposure and slope-driven fire behavior accelerate wildfire spread.*
- *Scattered, isolated development makes suppression access difficult.*

At-Risk Structures

- *~15–20 homes and ranch compounds spread across large parcels.*
- *High-risk: homes, barns, and cabins at canyon rims or surrounded by heavy fuels.*

Defensible Space & Assessments

- *~20–25% with adequate defensible space.*
- *<10% of properties have received formal wildfire risk assessments.*

Community Demographics

Approximate number of homes	15-20
Approximate number of lots	25-30
Approximate number of commercial entities	1-2
Approximate number of full-time residents	40-60
Approximated number of part-time residents	10-20

Notes/comments:

Population Concerns

Vulnerable populations may include:
 Older adults or those with mobility limitations
 Individuals with respiratory illnesses (at higher risk during prolonged smoke events)
 Low-income or resource-limited households lacking funds for hazard mitigation, evacuation transport, or temporary housing
 Seasonal residents or visitors (cabin users, vacationers, tourists) unfamiliar with local risks or evacuation routes
 People with limited English proficiency or hearing impairments (potential communication barriers during emergency alerts)

Community Evacuation Plan should be attached as Appendix A: This is currently in progress

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Unincorporated San Juan County. It is not an incorporated town or city. Governance: Oversight provided by the San Juan County Commission for land use, zoning, emergency management, and fire protection.	Mack McDonald	435-587-3225	mmcdonald@sanjuancountyut.gov

Restricting Covenants, Ordinances etc. (Attach as Appendix C)

For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.

Source	Details
San Juan County Land Use Development and Management Ordinance (LUDMO)	- Governs subdivision design, lot size, road widths, and infrastructure - Contains requirements for access, road grades, and signage, which directly influence emergency response and evacuation planning. - New subdivisions must meet minimum standards for fire apparatus access, although older subdivisions may not comply.
Fire Code Adoption	- San Juan County has adopted portions of the International Fire Code (IFC) and applies them to new development. - Requirements include fire hydrant placement, water supply for firefighting, and roadway access widths for emergency vehicles.
Wildland–Urban Interface (WUI) Code	- Counties are required to adopt WUI building code standards. - Mustang Mesa properties located within designated high-risk areas will eventually fall under stricter building material, defensible space, and vegetation management standards.

PART II: RISK ASSESSMENT

Community Values at Risk

- Infrastructure:** Access via county road connecting to U.S. 191 near Blanding; vulnerable to wildfire blockage, snow, and seasonal washouts; utilities include private wells, septic, and propane; overhead powerlines present ignition/damage risk; no local fire, school, or medical facilities.
- Residential & Commercial Structures:** ~15–20 scattered homes (ranch houses, modular units, cabins); limited to ranching/ag operations, no retail or services; many combustible with minimal hardening; defensible space inconsistent; barns, corrals, and outbuildings add ignition hazards.

- **Watershed & Water Quality:** Mesa drains toward Montezuma Creek watershed; wildfire could cause erosion, sedimentation, and flooding; threaten wells, irrigation, and downstream ag systems.
- **Forest & Rangelands:** Sagebrush flats, pinyon-juniper, and grasslands prone to fast, high-intensity fire under wind; grazing lands, fencing, and forage highly vulnerable.
- **Wildlife & Habitat:** Habitat for mule deer, elk, coyotes, raptors, small mammals; canyon rims/riparian draws critical but flammable; wildfire would disrupt wildlife movement, reduce biodiversity, and harm hunting/recreation values.
- **Social, Cultural & Economic Values:** Life safety of isolated residents is priority; area contains archaeological sites and Tribal cultural landscapes; ranching economy at risk from forage, fencing, water system, and livestock infrastructure losses; wildfire could depress property values and increase insurance costs.
- **Overall Vulnerability:** High due to combustible structures, limited defensible space (~20–25% adequate), lack of hydrants/suppression resources, and vulnerable single access road.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	Residential + Commercial + Infrastructure: \$ 4.1M – \$7.3M
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10
You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	9
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The Communities at Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated through the interagency fuel groups. Input the fields that are reflected on the state list found on our website.

[Communities at Risk Score](#)

Communities At Risk Score (CARS)

Score:	9
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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D. Consider using the following as an example.

<i>Location Specific Ignitions</i>	<i>Fire Occurrence Density</i>
<i>Water Impacts</i>	<i>Rate of Spread</i>
<i>Suppression Difficulty</i>	<i>Fire Effects</i>

Wildfire Risk – Mustang Mesa

- **High wildfire risk** due to dry rangeland fuels, scattered development, and limited access.
- Vegetation dominated by sagebrush, pinyon-juniper, and grasslands that support fast-moving, high-intensity fires under frequent strong winds.

Location of Specific Ignitions

- Ranching activity and equipment use.
- Vehicles on mesa and county roads.
- Overhead powerlines.
- Natural lightning strikes.

Water Impacts

- No hydrants; reliance on wells and water tenders with long refill travel times.
- Post-fire flooding and erosion could damage wells, ditches, and access roads.

Suppression Difficulty

- Single primary road access; prone to washouts, snow, and flash floods.
- No reliable water sources for suppression.
- Long volunteer response times.
- Roadside vegetation and narrow access routes increase risk of blocked evacuation.

Fire Occurrence Density

- Human-caused ignitions (ranching, powerlines, vehicles) most likely.
- Lightning adds additional ignition risk.

Rate of Spread

- Dry fuels (grass, sagebrush, pinyon-juniper) enable rapid, wind-driven spread.
- Slopes and drainages along mesa edge channel fire directly toward homes and ranch structures.

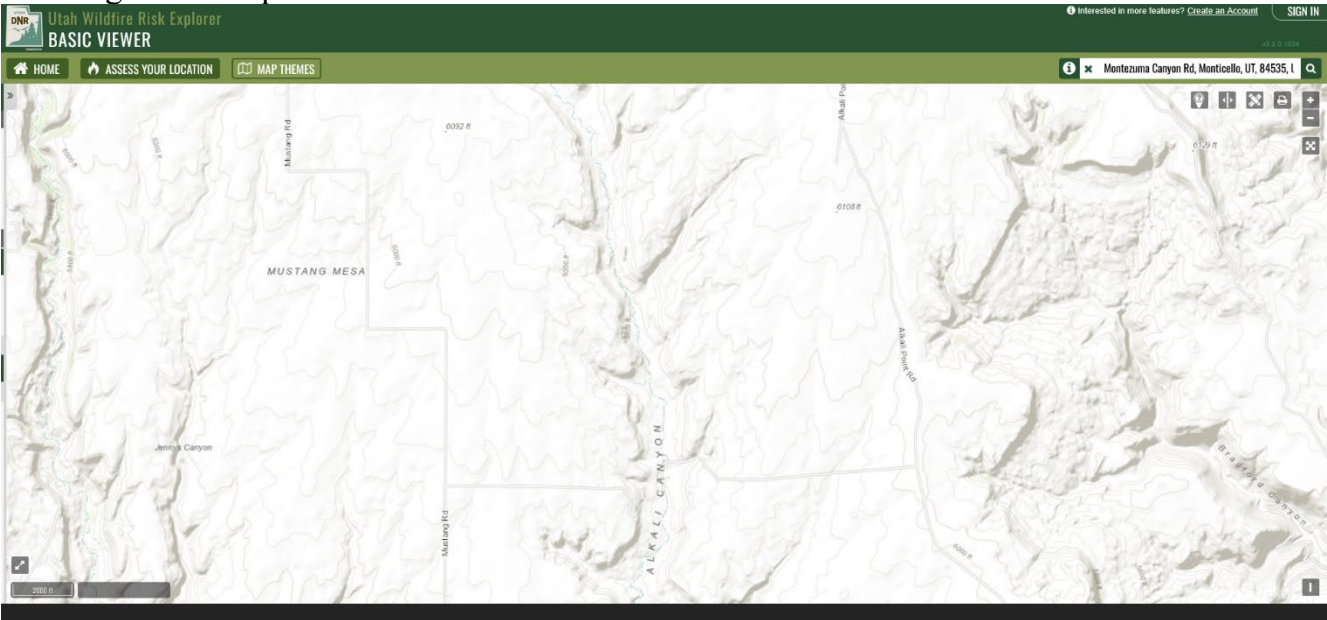
Fire Effects

- 15–20 homes and ranch compounds at risk.
- Structures often built with combustible materials, wooden decks, and limited defensible space.
- Ranch infrastructure (barns, corrals, sheds, fencing) increases ignition pathways.
- Critical infrastructure (roads, wells, powerlines) vulnerable.
- Community isolation raises evacuation and safety concerns.

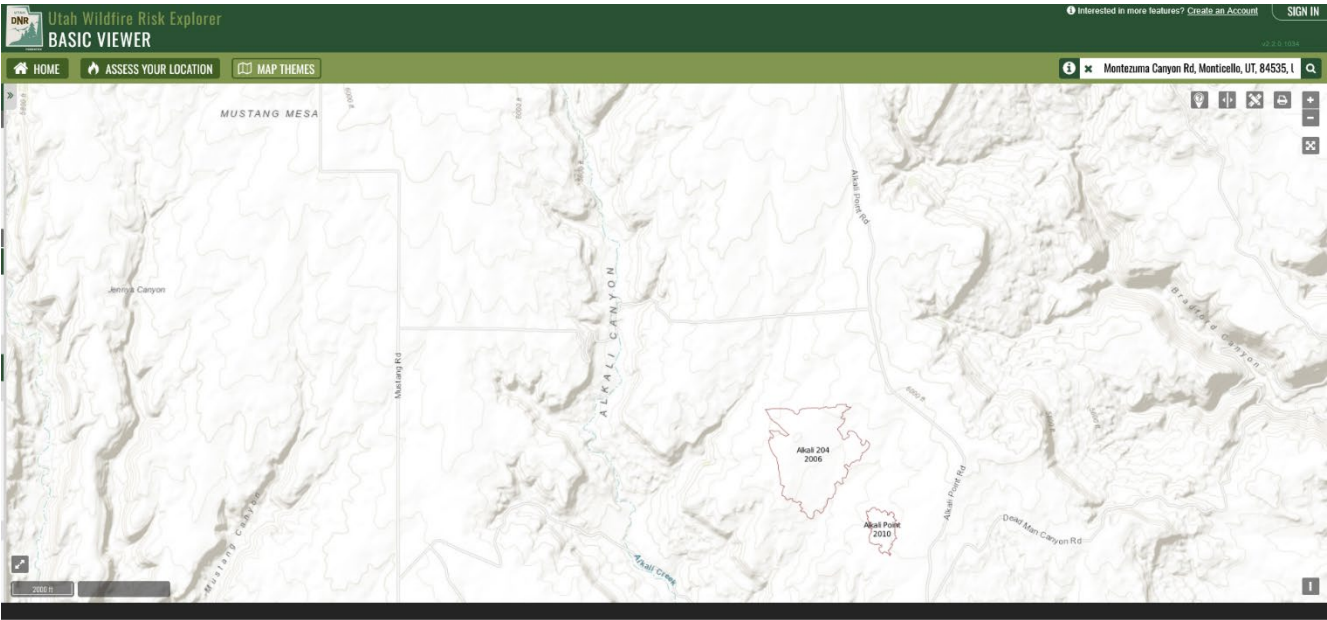
Factor	Risk Level
Defensible Space	High
Home Hardening	High
Topography & Layout	High
At-Risk Structures	High
Property Assessments	High

Please see attached

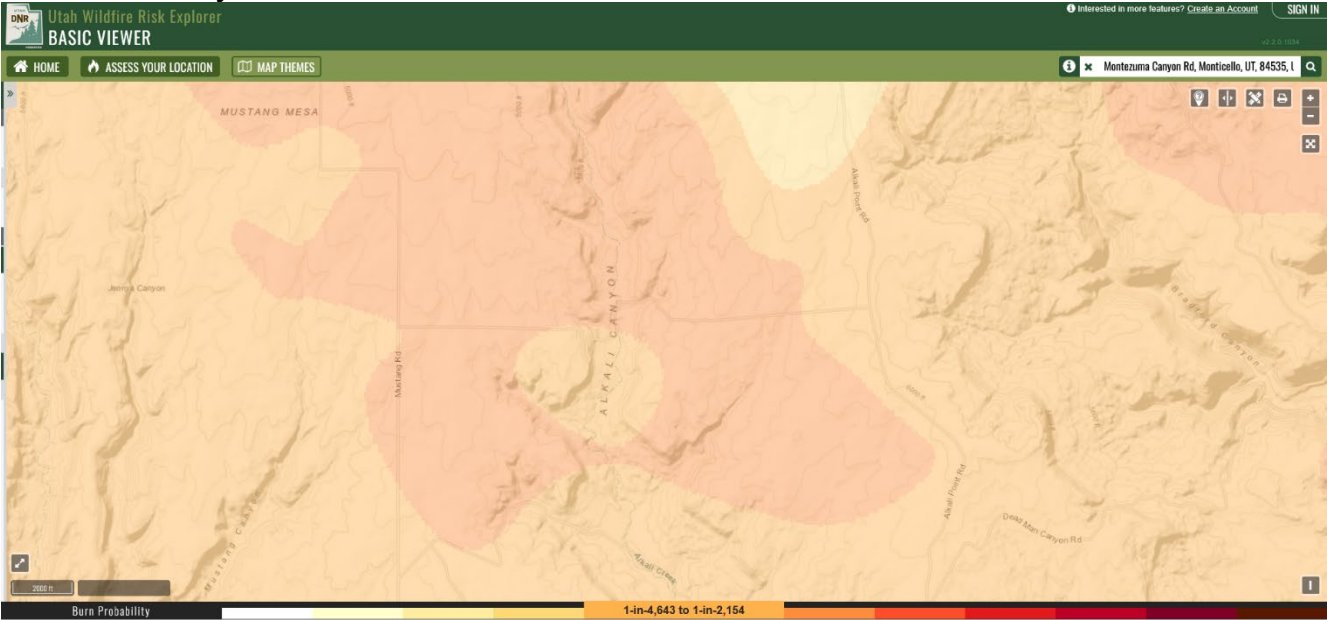
Mustang Mesa Map



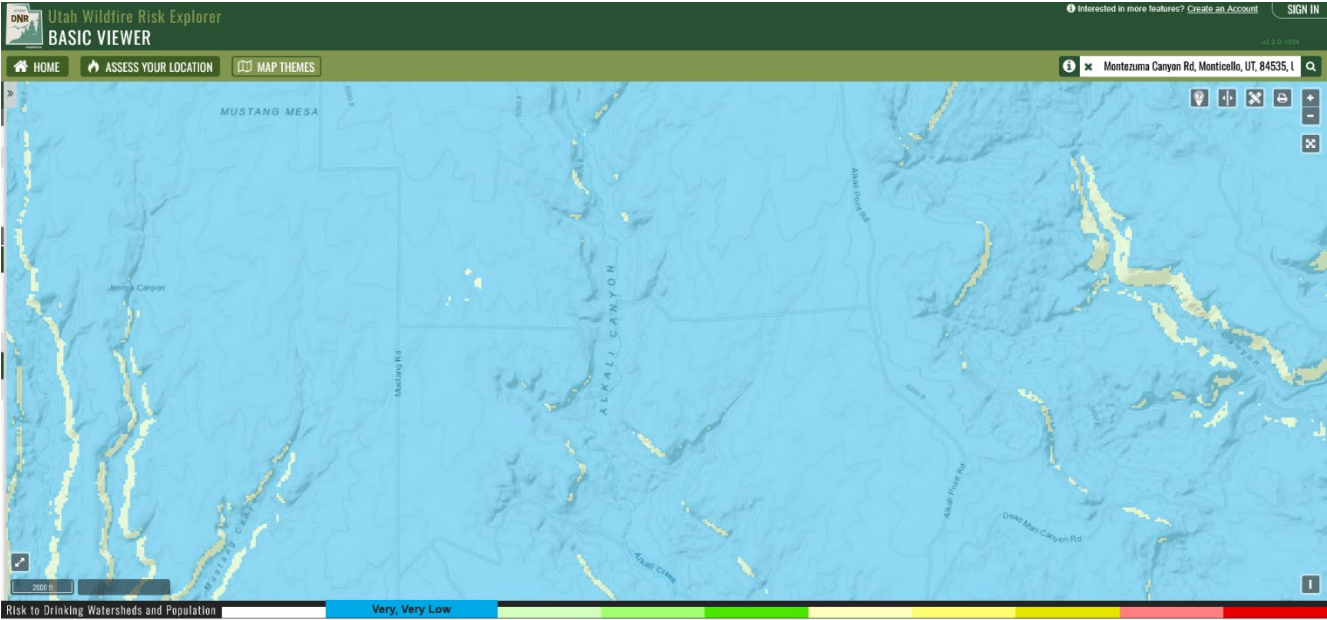
Historic Fire Perimeter



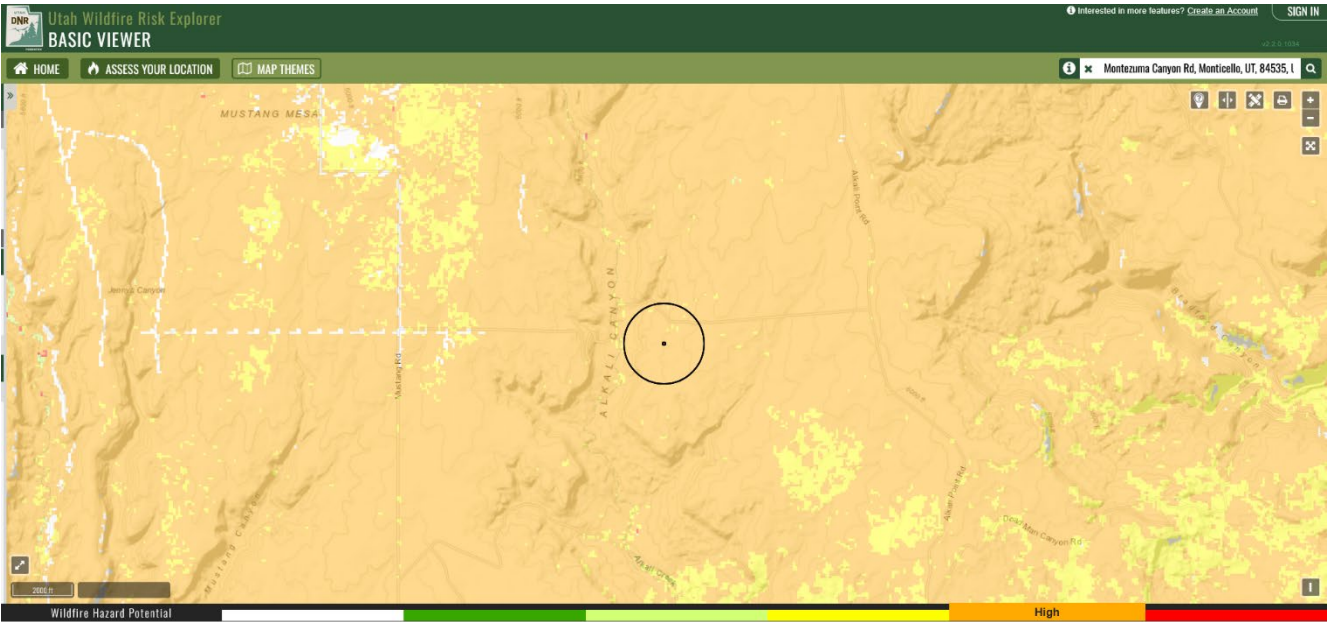
Burn Probability



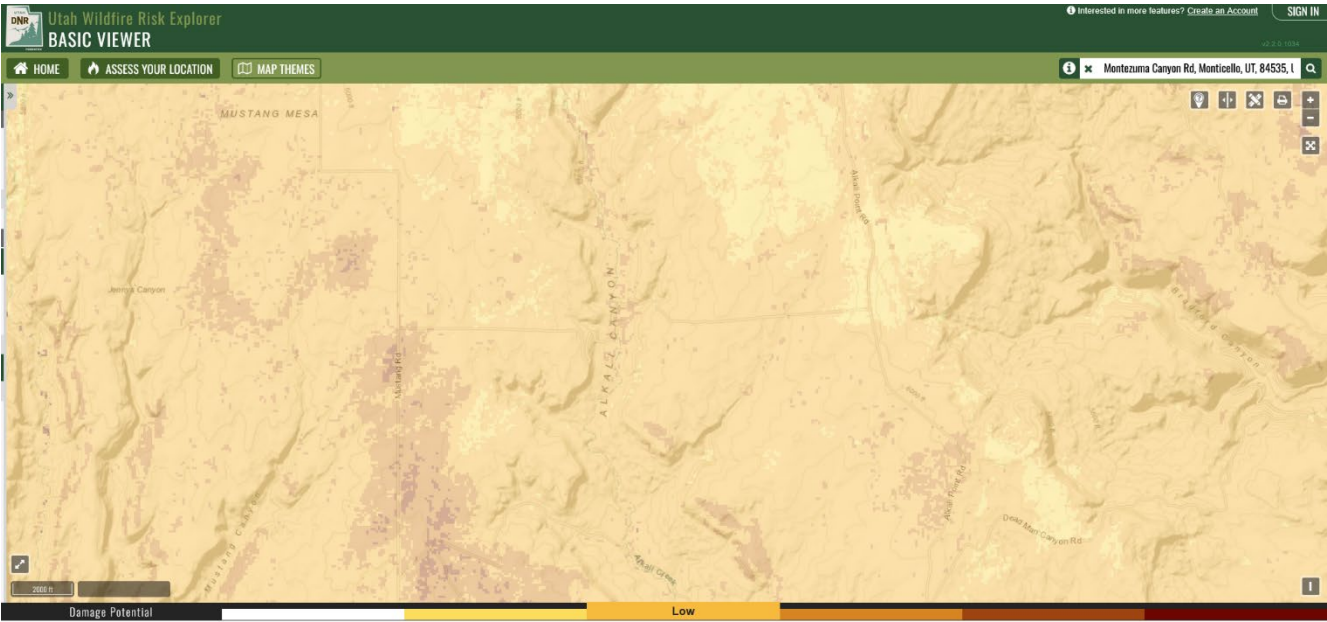
Risks to Watershed



Wildfire Hazard Potential



Risks to Potential Structures



Area Fire History			
Month/Year of fire	Ignition point	Ignition source	Acres burned
Deer Creek July 2025		Human	17,721
West Water June 2025		Human	16
Horsehead (BLM) August 2023		Natural	99
Pack Creek (FS) June 2021		Human	8,950
Alkali Ridge July 2020		Human	122
Doe Canyon (FS) October 2020		Human	230

PARTNERSHIPS AND COLLABORATION

In detail, what are the wildfire mitigation priorities for your community? Describe how the community is coordinating with partners and adjoining agencies identified in this document. (This section can be added to as new projects and partners are developed. Community buy-in, and desires to support and move these projects forward, is critical to overall success.)

1. Home Hardening & Resident Education

Projects

- Educational Flyers/Handouts: Annual flyers on “0–5 Foot Ember-Free Zone” and “30 Feet of Clearance” distributed at senior centers, HOAs, libraries, and county fairs.
- Home Inspection Sheets: Simple yearly checklist for vents, decks, siding, propane tanks; handed out by fire districts during spring readiness visits. Utilize local subject matter experts to help distribute simple yearly home inspection checklists for vents, decks, siding, and propane tanks during spring readiness visits by fire districts.
- Quick-Fix Flyers: <\$20 solutions like vent screens, propane clearance, and gravel borders; provided through hardware stores and extension offices.
- Disconnecting Fuel Pathways: Flyers showing how to separate fences, decks, and corrals with non-combustible breaks.
- Farm & Ranch Outreach: Yearly workshops on fencing, ditch banks, corrals, and hay storage as ignition pathways.
- Recognizing that the evacuation of large animals, is the responsibility of Law Enforcement and Emergency Management, rely on those entities to develop and implement these plans.

Partners & Collaboration

- San Juan County Fire and Emergency Management, in partnership with local VFDs, will deliver flyers, conduct inspections, -open houses to promote community engagement, public outreach, and volunteer recruitment.
- Utah FFSL – technical input on ember-resistant retrofits and defensible space.
- Local HOAs and ranch associations – encourage resident compliance and peer accountability.

2. Community Preparedness & Evacuation Readiness

Projects

- Ready, Set, Go! Packets: Countywide distribution of evacuation prep, defensible space, and family safety plan templates.
- AlertSense Sign-Up Drives: Regular campaigns at community events, senior centers, and schools to increase enrollment. Utilize social media Pages that the county maintains
- Wildfire Preparedness Month: Annual spring campaign with weekly themes (go-bags, defensible space, alert registration, evacuation routes).
- Unified Evacuation Framework: Development of standardized zone maps and color-coded templates, used consistently across all communities.
- Reflective Address Numbers: Promote program for reflective address signs visible from roadways.

Partners & Collaboration

- San Juan County Sheriff’s Office & 911 Dispatch – integrate standardized zone maps into evacuation protocols.
- Neighboring Counties (Grand, Montezuma, Dolores, Carbon, Emery) – coordinate cross-border evacuations under existing mutual aid.
- Faith-based groups, schools, senior centers – outreach to vulnerable populations.
- Recognizing that the evacuation of people, and vulnerable populations is the responsibility of Law Enforcement and Emergency Management, rely on those entities to develop and implement these plans.

3. Vegetation Management & Fuel Reduction

Projects

- Chipping Days: Organize seasonal spring and fall Chipping Days where residents can bring brush and yard debris for safe disposal, or schedule mobile chipper days with homeowners stacking material along roadways for on-site chipping.
- Roll-Off Dumpsters: Strategic placement in high-risk communities (e.g., Spanish Valley, La Sal, Mustang Mesa) during fall cleanup seasons.
- Subdivision Standards: New developments required to incorporate 30–100 feet of defensible space buffers; existing “Very High-Risk” zones targeted for retrofit projects via cost-share.
- Follow-Up on Past Projects: Maintenance cycle every three years to ensure earlier treatments remain effective.
- Re-distribution of “Top 5 Low-Cost Retrofits” Flyer: Annual reminder of practical, low-cost improvements.

Partners & Collaboration

- Utah FFSL & BLM – fuels treatment planning, chipper placement, and burn permits.
- County Road Department – equipment staging, roadside clearance, and traffic control during chipping days.
- HOAs & volunteer groups – mobilize community participation in hauling and brush disposal.

4. Equipment & Training Investments**Projects**

- Fire Apparatus: Purchase new fire apparatus to strengthen local initial attack capabilities and provide training on using the new apparatus with static water sources, drafting, and appliances.
- Radios: Interoperable systems installed in fire apparatus to ensure communication across county, state, and federal fire resources.
- Red Card Training: Offer annual Red Card training to maintain qualified personnel across volunteer districts, with opportunities for certified volunteers to deploy with RRR as both training and incentive.

Partners & Collaboration

- Funding FFSL cost-share programs.
- Training: Utah FFSL, BLM Fire, and USFS provide instructors and evaluation support.

5. Water Supply & Tactical Support**Projects**

- Residents Mark Water Sources: Homeowners and ranchers mark tanks, ponds, and hydrants with reflective signs for firefighter use. Familiarization to be efficient with variety of water source options.
- GIS Mapping: Integration of water source locations into San Juan County GIS and dispatch systems.
- Preplans: Tactical use maps distributed to local fire departments before fire season.

Partners & Collaboration

- County GIS Department – updates and maintains datasets.
- Fire Districts – verify access and drafting capacity during preseason inspections.

Community Buy-In and Success Factors

Community engagement is the foundation of these projects. The County builds buy-in by:

- Hosting annual wildfire prep meetings in community. Presenting on home hardening (resilience) and defensible space (fuel mitigation).
- Reporting progress annually at LEPC sessions.

As new projects and partnerships are developed, this section will be updated to reflect evolving community priorities, resource availability, and regional coordination opportunities.

Describe how you have coordinated with partners/adjoining agencies on past projects and fuels treatments (What you have accomplished and who performed the work.)

Past Accomplishments	
Prevention- Activities directed at reducing unplanned, human caused, fire ignitions, including public education, law enforcement, personal contact.	Fire Wise Brochures for new building permits, Fire Wise Brochures mailed out, Social Media Outreach with Fire Wise information, County Webpage dedicated to Fire Wise information
Preparedness- Activities that lead to a state of response readiness to contain the effects of wildfire to minimize loss of life, injury, and damage to property. Including access to home/community, combustibility of homes/structures and creating survivable space.	2 FEPP Trucks-Tenders, Radios installed in 2 new FEPP Trucks, Red Card Training/ Yearly, Placement of trucks in Spanish Valley, Fire Wise information/ Yearly, Community Events, Facebook Social Media posts quarterly on Firewise and Defensible Space, when a fire ban is in place make sure that all entities involved are aware. SJC Fire, SJC EM, SJE Commission, SJC SO. Equipment Check and Maintenance Yearly, Purchase of a UTV for response to fires, Purchase of water tank and equipment for the UTV to firefighting response
Mitigation- Actions that are implemented to reduce or eliminate risks to persons, property or natural resources including fuel treatments and reduction.	Project Work San Juan Unincorporated Private Land Areas, mitigate homes being built in the wildland interface without defensible space provide the Firewise brochure. County Fire policy. Chipper Day for San Juan County. Purchase of a chipper.
Maintenance- The process of preserving actions that have occurred including fuel treatments and reduction.	Follow up on past project work, Meet with past landowners on site for mitigation grooming,

**PART III:
RISK REDUCTION GOALS/PROPOSED ACTIONS**

Goals of Plan: *Provide a brief statement under the Prevention, Preparedness, Mitigation and Maintenance goals. These should align with the pillars of the National Cohesive Strategy and the Utah Catastrophic Wildfire Reduction Strategy (1. Resilient Landscapes 2. Fire Adapted Communities 3. Safe and Effective Wildfire Response).*

Identification of Actions: *Provide detailed project information. These projects/actions should be listed in order of priority, can be mapped/tracked in the Utah Wildfire Risk Assessment (UWRAP) portal <https://wildfirerisk.utah.gov/> and should be consistent with a Cooperative Agreement in compliance with the Wildfire Policy if applicable.*

PREVENTION <i>Activities directed at reducing unplanned, human caused, fire ignitions, including public education, law enforcement, personal contact.</i>			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
Educational Flyers/Handouts on home hardening and defensible space Yearly	2025-2029	San Juan County Fire	
Distribute Simple Home Inspection Sheets (vents, decks, siding, propane tanks). Yearly	2025-2029	San Juan County Fire	
Farm & Ranch Outreach on fencing, corrals, ditch banks as ignition pathways. Yearly	2025-2029	San Juan County Fire	
Flyers on Disconnecting Wood Fences/Decks or adding non-combustible breaks. Yearly	2025-2029	San Juan County Fire	
<i>Notes, updates, measured outcomes, and monitoring</i>			

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PREPAREDNESS <i>Activities that lead to a state of response readiness to contain the effects of wildfire to minimize loss of life, injury, and damage to property. Including access to home/community, combustibility of homes/structures and creating survivable space.</i>			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
Ready, Set, Go! Packets: Countywide handouts on evacuation prep, defensible space, and family safety plans: local events, fair, mail and social media	2026-2029	San Juan County Fire/EM	
Promote County Alert Systems: Regular sign-up drives for AlertSense: local events, fair, mail and social media	2025-2029	San Juan County Fire /EM	
Wildfire Preparedness Month: Annual spring campaign with weekly themes (go-bags, defensible space, alerts).	2026-2029	San Juan County Fire	
Residents Mark Water Sources: Homeowners/ranchers flag ponds, hydrants, tanks on local maps for firefighter use.	2026-2029	San Juan County Fire	
Unified Evacuation Framework: County develops and distributes standardized zone maps and color-coded alert templates used across all communities.	2025-2029	San Juan County Fire/EM/LE	
Purchase of Fire Apparatus	2026-2029	San Juan County Fire	
Radios installed in new Fire Apparatus	2026-2029	San Juan County Fire	
Red Card Training Yearly with the opportunity for Red Card Trained Fire Fighters to deploy with Red Rocks	2026-2029	San Juan County Fire	
Promote Reflective Address Numbers countywide for responder access. Due to the county's vast size and rural frontier areas, addressing remains a significant challenge for accurate location and emergency response.	2026-2029	San Juan County Fire	
Provide Quick-Fix Flyers on <\$20 solutions (vent screens, propane clearance, gravel buffers).	2026-2029	San Juan County Fire	

Notes, updates, measured outcomes, and monitoring

MITIGATION

Actions that are implemented to reduce or eliminate risks to persons, property or natural resources including fuel treatments and reduction.

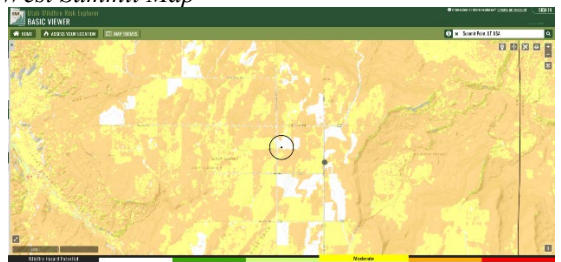
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
Chipping Days: Organize seasonal spring and fall Chipping Days where residents can bring brush and yard debris for safe disposal, or schedule mobile chipper days with homeowners stacking material along roadways for on-site chipping.	2026-2029	San Juan County Fire	
Provide Roll-Off Dumpsters: Place dumpsters in high-risk communities during the fall to support large-scale removal of woody debris and hazardous vegetation.	2026-2029	San Juan County Fire	
Subdivision Standards: Ensure all new subdivisions are planned and maintained with 30–100 feet of defensible space buffers. Retrofit existing “Very High-Risk” zones with vegetation clearance projects supported by cost-share programs. (PC)	2026-2029	San Juan County Fire/Planning and Zoning	
Proposed Project Work: These projects aim to lower wildfire risk in areas identified as high-risk on the county’s wildfire map and are anticipated to continue over the next 5–10 years. San Juan County is planning project work in the West Summit community that includes cutting, chipping, and burning piles to create a fire break between private property and federal land. Similar work is proposed for the Eastland community to establish a protective fire break along the federal land boundary. Additional efforts will focus on the Blue Mountain Guest Ranch and Canyon Terrace areas to help residents create defensible space	2026-2029	San Juan County Fire	

San Juan County Preparedness Plan

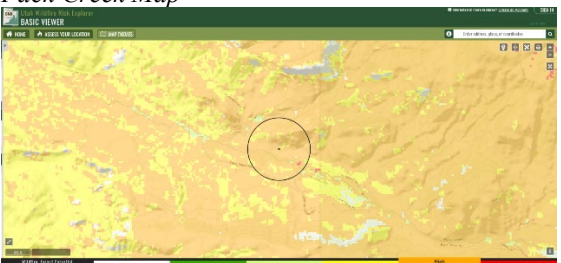
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around their homes by reducing dead fuels through cutting, chipping, and burning. On the north end of the county, San Juan County also plans to collaborate with the Wray Mesa and Pack Creek communities to complete similar community-wide projects that reduce hazardous fuels and establish fire breaks between private and federal lands.

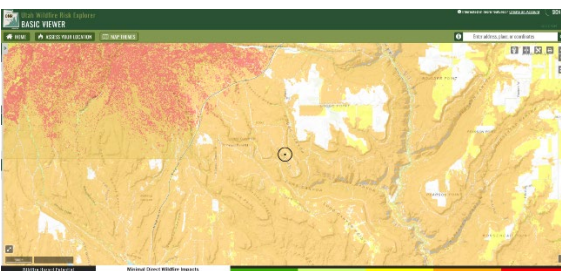
Notes, updates, measured outcomes, and monitoring Wildfire Potential Maps for communities that project work is planned in.
West Summit Map



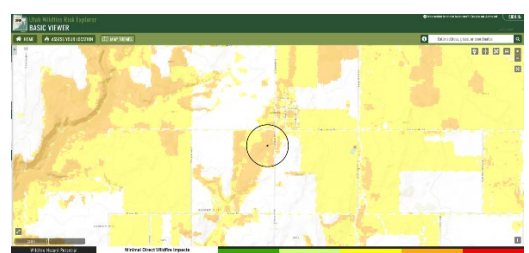
Pack Creek Map



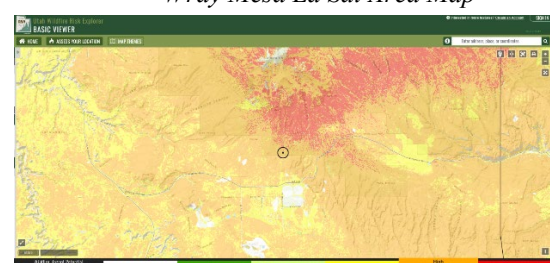
Canyon Terrace Map



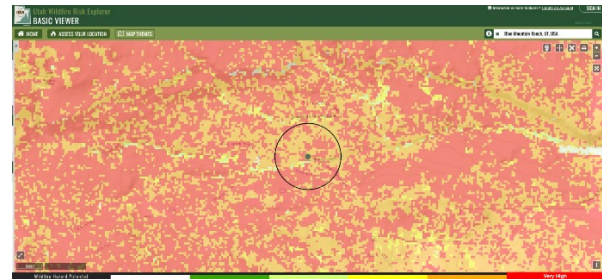
Eastland Map



Wray Mesa La Sal Area Map



Blue Mountain Guest Ranch Map



MAINTENANCE The process of preserving actions that have occurred including fuel treatments and reduction.			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
Follow up on past project work every 3 years	2026-2029	San Juan County Fire	
Continue spring and fall chipping days	2026-2029	San Juan County Fire	
Re-distribute the “Top 5 Low-Cost Retrofits” flyer	2026-2029	San Juan County Fire	
Notes, updates, measured outcomes, and monitoring			

**PART IV:
CONTACTS**

Community Planning Committee - Member List			
The contacts in this part identify community resources that can be used to complete the goals of the plan.			
Name	Affiliation	Phone Number	E-mail
Bree Downard	SEUHD		bdownard@utah.gov
Chet Ingram	SEUHD		chetingram@utah.gov
Kate Finley	Grand County EM		kfinley@grandcountyutah.gov
William Harrison	Red Cross		
Dax Jacobson	Energy Fuels		djacobsen@energyfuels.com
Mike Moulton	SJ Public Health		mmoulton@sanjuancountyut.gov
Mack McDonald	San Juan County Admin		mmcdonald@sanjuancountyut.gov
Erin Nelson	Bluff Town		manager@townofbluffutah.gov
TC Garcia	Williams		Thomas.garcia@williams.com
Jake Walker	San Juan Hospital		Jwalker1@sanjuanhealth.org
Lori Maughan	San Juan County Commissioner		lmaughan@sanjuancountyut.gov
Scott Major	UHP		smajor@utah.gov
Charlie Taylor	UHP		chtaylor@utah.gov
Coleton Stam	Red Cross		Coleton.Stam@redcross.org
Lehi Lacy	San Juan County Sheriff		llacy@sanjuancountyut.gov
Kaeden Kulow	City of Monticello		kaeden@monticellutah.gov
Ryan McArthur	FFSL		rpmcartur@utah.gov
David Gallegos	San Juan County Fire		dgallegos@sanjuancountyut.gov
Ann Leppanen	Town of Bluff		ann@townofbluffutah.org

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Silvia Stubbs	San Juan County Commissioner		sstubbs@sanjuancountyut.gov
Natalie Freestone	San Juan County Emergency Mgt.		nfreestone@sanjuancountyut.gov
Tammy Gallegos	San Juan County EM		tgalligos@sanjuancounty.org
Otis Oldman	Utah Navajo Health Systems EMS		ooldman@unhsinc.org
Rudy Sandavol	FFSL		rudysandoval@utah.gov
Keldon Brown	Utah Navajo Health Systems EM		kbrown@unhsinc.org
Joy Montoya	UFRA		Joy.Montoya@uvu.edu

Key Stakeholder Contacts				
Individuals who live/work in the community, tribe(s), entities that manage infrastructure, schools and other public facilities, those who provide emergency response (fire/police, etc.), land managers (federal, such as U.S. Forest Service (USFS) and U.S. Department of the Interior (DOI), and state and local representatives, etc.), 4-H groups, faith-based groups, resource conservation districts, media and anyone who is interested/or would be affected by a wildfire emergency.				
Organization	Title	Contact Person	Phone Number	E-mail
See Attached Contact Annex				

Utilities				
Those who manage utilities: power, gas and phone services (cell towers).				
Organization	Title	Contact Person	Phone Number	E-mail
See Attached Contact Annex				

APPENDIX

Appendix A: Community Wildfire Evacuation Plan

This plan is currently in the planning process and will serve as a framework for a safe, coordinated community-wide evacuation effort in the event of a wildfire. Once finalized, it will guide residents, local agencies, and partner organizations in carrying out timely and organized protective actions.

Planning Status & Next Steps

This evacuation framework is still in the planning stage. Community input, coordination with partner agencies, and stakeholder workshops will be critical to finalize the structure. Once completed, the plan will be:

- Integrated into the San Juan County Emergency Operations Plan (EOP) and referenced in wildfire annexes.
- Distributed to all identified communities, HOAs, ranch associations, and local agencies.
- Exercised through annual drills, tabletop exercises, and seasonal wildfire readiness campaigns.

The ultimate goal is to ensure that every community member, regardless of location or circumstance, has the information, resources, and support needed to safely evacuate during a wildfire emergency.

Insert plan here

Appendix B: (*Optional) Community Smoke Mitigation Plan

San Juan County has reviewed smoke readiness concepts but is not pursuing implementation of this framework at this time. This can be re-evaluated during future plan updates, if community priorities, resources, or wildfire smoke events necessitate action.

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Appendix C: Restricting Covenants and Ordinances

Including all ordinances, covenants, and land use requirements in full would make this document significantly larger than it already is. Instead, the following summary highlights the provisions most relevant to wildfire mitigation and emergency response, with emphasis on how county regulations and private HOA covenants can both support and constrain fire-adapted community planning.

The San Juan County Land Use Development and Management Ordinance (LUDMO) governs subdivision design, lot size, road widths, grades, and signage in Spanish Valley. These requirements directly influence emergency access and evacuation planning. While new subdivisions must meet minimum standards for fire apparatus access, older subdivisions often do not comply.

Portions of the International Fire Code (IFC) have been adopted by San Juan County and apply to new development, setting requirements for fire hydrant placement, water supply for firefighting, and roadway widths. Similarly, the Wildland–Urban Interface (WUI) Code requires stricter building material standards, defensible space, and vegetation management in designated high-risk areas, including portions of Spanish Valley.

The Spanish Valley Special Service District (SVSSD) provides water and sewer infrastructure, and water system design directly influences hydrant placement, water flow, and suppression capacity. Future system expansions may include hydrant capacity upgrades tied to fire suppression planning.

In addition to county ordinances, many subdivisions operate under restrictive covenants and HOA rules. These covenants can either enhance or undermine wildfire resilience:

- Landscaping rules may require specific plantings or prohibit vegetation removal, limiting the ability to create defensible space.
- Building and fencing rules may not require fire-resistant construction, allowing combustible siding and wood fencing.
- Maintenance standards may vary in enforcement, leaving fuel hazards unaddressed.

Pack Creek HOA

The Pack Creek community is located in a high-risk wildland–urban interface setting within the La Sal foothills. HOA covenants often emphasize preserving natural vegetation and limiting alterations to the landscape. While this supports aesthetics and erosion control, it may conflict with defensible space standards by restricting removal of brush or thinning of trees near homes. The HOA could play a positive role by revising landscaping rules to allow Firewise vegetation management, promoting ember-resistant fencing, and coordinating community-wide fuel reduction projects.

Wray Mesa HOA

The Wray Mesa subdivision sits on an elevated plateau exposed to high winds. HOA covenants typically address fencing styles, building materials, and exterior aesthetics. Some existing provisions permit the use of wood fencing and combustible siding, which increases ignition potential. The HOA can improve resilience by encouraging (or requiring) non-combustible fencing breaks, hard-surface driveways, and enforcement of yard maintenance standards. A collective approach to roadside vegetation clearance could also reduce community-wide risk.

Wilson Arch HOA

The Wilson Arch subdivision, a mixed residential and recreational development along U.S. 191, includes a more formal HOA structure. Covenants here often address home design standards, landscaping, and outbuilding approvals. While these rules provide an opportunity to promote fire-resistant design, current requirements may still allow combustible exterior materials. Given the subdivision’s proximity to BLM lands and high seasonal occupancy, the HOA could become a strong partner by mandating ember-resistant vents, promoting reflective addressing, and coordinating evacuation readiness drills.

Summary

County ordinances (LUDMO, IFC, WUI Code) and SVSSD infrastructure requirements provide a regulatory baseline for wildfire safety in new development, but HOA covenants remain a critical variable. By aligning HOA rules with Firewise practices, Pack Creek, Wray Mesa, and Wilson Arch subdivisions could significantly improve their wildfire resilience. Collaboration between San Juan County, local fire districts, and HOAs will be essential to address gaps, resolve conflicts between aesthetics and safety, and ensure that private covenants complement countywide mitigation priorities.

Appendix D: UWRAP Report

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Contacts Annex

Additional signature page (*Insert after page 3 if needed*)

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Name

Affiliation

Signature

Date

Utah Area of Interest Summary Report

San Juan



Report was generated using <https://wildfirerisk.utah.gov>
Report generated: 7/2/2025

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To navigate to a specific section of the report, press the Ctrl key and click on the section title.

Citation:

Utah Division of Forestry, Fire, and State Land. 2025. Utah Area of Interest Summary Report [Computer Application]. Retrieved from <https://wildfirerisk.utah.gov>.

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Introduction

Utah Area of Interest Summary Report

The Area of Interest tool allows users of the Advanced Viewer application to define a specific location to further explore its wildfire risks. This information can then be exported, providing a detailed summary using attributes selected by the Utah Division of Forestry, Fire, and State Land. The data layers for many of these map products were created with publicly available data and information submitted by volunteer fire departments. These map products have been summarized explicitly for the active Area of Interest. To access all data layers as a GIS file, users must “export data as a .zip file” after creating an area of interest.



This report was designed so that information can be copied and pasted into other plans, reports, or documents depending on user needs.

Examples include, but are not limited to, Community Wildfire Protection Plans, Local Fire Plans, Fuels Mitigation Plans, Hazard Mitigation Plans, Homeowner Risk Assessments, and Forest Management or Stewardship Plans.

The Utah Wildfire Risk Assessment provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah.

Results of an assessment can be used to help prioritize areas in the state where mitigation treatments, community interaction, and education or tactical analyses might be necessary to reduce risk from wildfires.

The Utah Wildfire Risk Explorer’s map products and descriptions included in this summary report are designed to provide the information needed in support of the following key priorities:

- Identify areas that are most prone to wildfire.
- Plan and prioritize fuel treatment within programs.
- Allow agencies to work together to better define priorities and improve emergency response, particularly across jurisdictional boundaries.
- Increase communication with local residents and the public to address community priorities and needs.
- Identify areas where additional tactical planning may be desirable, specifically related to mitigation projects and Community Wildfire Protection Planning.
- Provide the information necessary to support resource, budget, and funding requests.
- Plan for response and wildfire suppression resource needs.

Map Products and Descriptions

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Each map product in this Summary Report is accompanied by a general description, table, chart, or map. Please see the table below for a list of data layers available in the Summary Report.

Utah WRAP Layer	Description
Fire History Statistics	Fire history statistics provide insight as to the number of fires, acres burned, and cause of fires, and are useful for fire prevention and mitigation planning.
Wildfire Hazard Potential	The wildfire hazard potential (WHP) dataset represents an index that quantifies the relative potential for wildfire that may be difficult to control.
Risk to Drinking Watersheds and Population	The Risk to Drinking Watersheds and Population layer was created by multiplying wildfire threat (in the form of the Structure Exposure Score) by potential impacts (in a metric incorporating three factors: the Suppression Difficulty Index, estimated surface drinking water importance, and population density).
Burn Probability	This dataset is a 30-m cell size raster representing annual burn probability (BP) across the analysis area.
Damage Potential	Damage Potential (DP) represents the potential consequences of fire to a home at a given location if a fire were to occur and if a home were located there.
Structure Exposure Score	Structure Exposure Score (SES) combines wildfire likelihood (burn probability) and consequence (represented by Damage Potential) assuming a home is present on every pixel.
Conditional Risk to Potential Structures	The conditional risk to potential structures (cRPS) dataset represents the potential consequences of fire to a home at a given location, if a fire occurs there and if a home were located there.
Risk to Potential Structures	The expected risk to potential structures (RPS) dataset represents a measure that integrates wildfire likelihood and intensity with generalized consequences to a home on every pixel.
Probability of Exceeding Manual Control	This dataset represents the probability of heading flame lengths exceeding 4 feet, which is generally considered the threshold for exceeding the possibility of manual control during fire operations.
Probability of Exceeding Mechanical Control	This dataset represents the probability of heading flame lengths exceeding 8 feet, which is generally considered the threshold for exceeding the possibility of mechanical control during fire operations.
Probability of Extreme Fire Behavior	This dataset represents the probability of heading flame lengths exceeding 11 feet, which is generally considered the threshold for extreme fire behavior during fire operations.
Suppression Difficulty Index	Wildfire Suppression Difficulty Index is a quantitative rating of relative difficulty in performing fire control work.
Flame Length	This dataset represents the weighted-average flame length (FL) in feet for a given pixel in the fuelscape (including any contribution of crown fuel).
Rate of Spread (chains/hr)	This dataset represents the weighted-average rate of spread (ROS) in chains per hour for a given pixel in the fuelscape (including any contribution of crown fire spread rate).
Heat per Unit Area	This dataset represents the weighted-average heat per unit area (HPA) in kilojoules per square meter for a given pixel in the fuelscape (including any contribution of crown fuel).

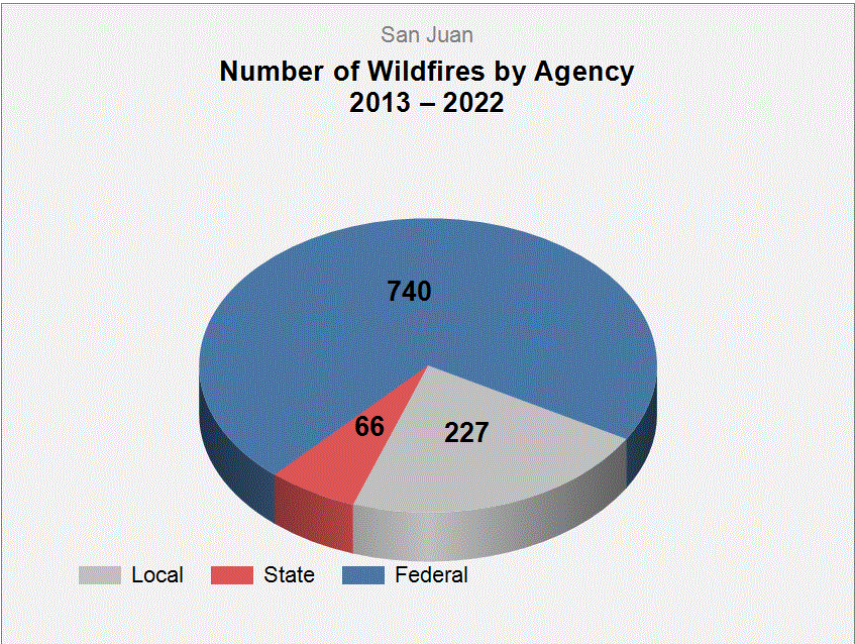
Utah WRAP Layer	Description
Conditional Ember Production	This dataset indicates where embers are originating when fires occur (so they could be targeted for treatment).
Conditional Sources of Ember Load to Buildings	This dataset indicates where embers might land near buildings.
Housing-Unit Density (HUDEN)	This layer displays housing-unit density.

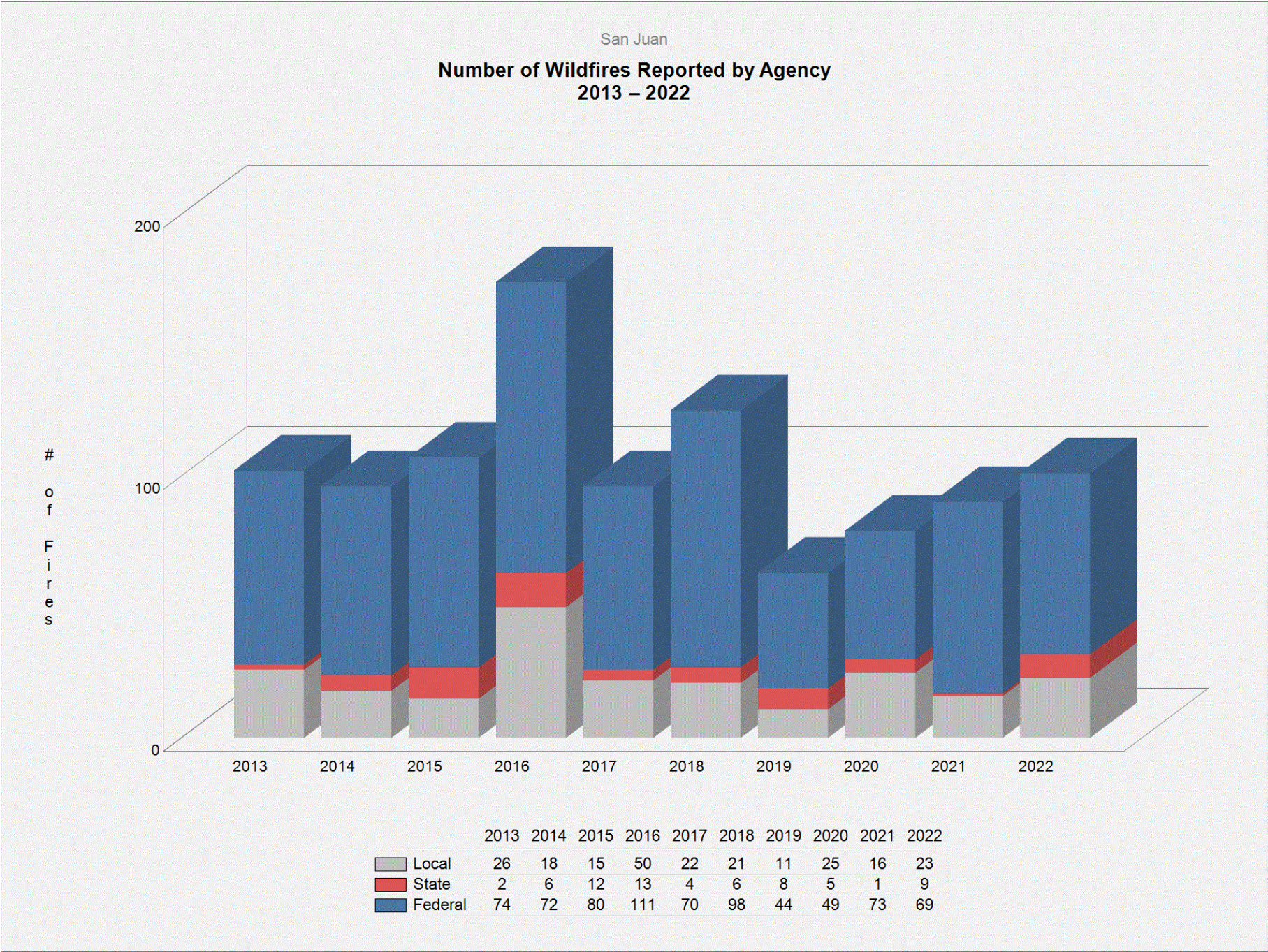
Fire History Statistics

Description

Fire history statistics provide insight into data related to reported wildfires in Utah. These statistics are useful for fire prevention and mitigation planning. They can be used to quantify the level of fire business, determine the time of year most fires typically occur and develop a fire prevention program aimed at reducing the fire occurrence rate based on specific fire cause information.

Ten years of historic fire report data where fires had a specific defined location were used to create the fire occurrence summary charts. Wildfire Ignition data was compiled from federal and state sources for the years 2013 through 2022.





Wildfire Hazard Potential

The wildfire hazard potential (WHP) dataset represents an index that quantifies the relative potential for wildfire that may be difficult to control. WHP can be used as a measure to help prioritize where fuel treatments may be needed.

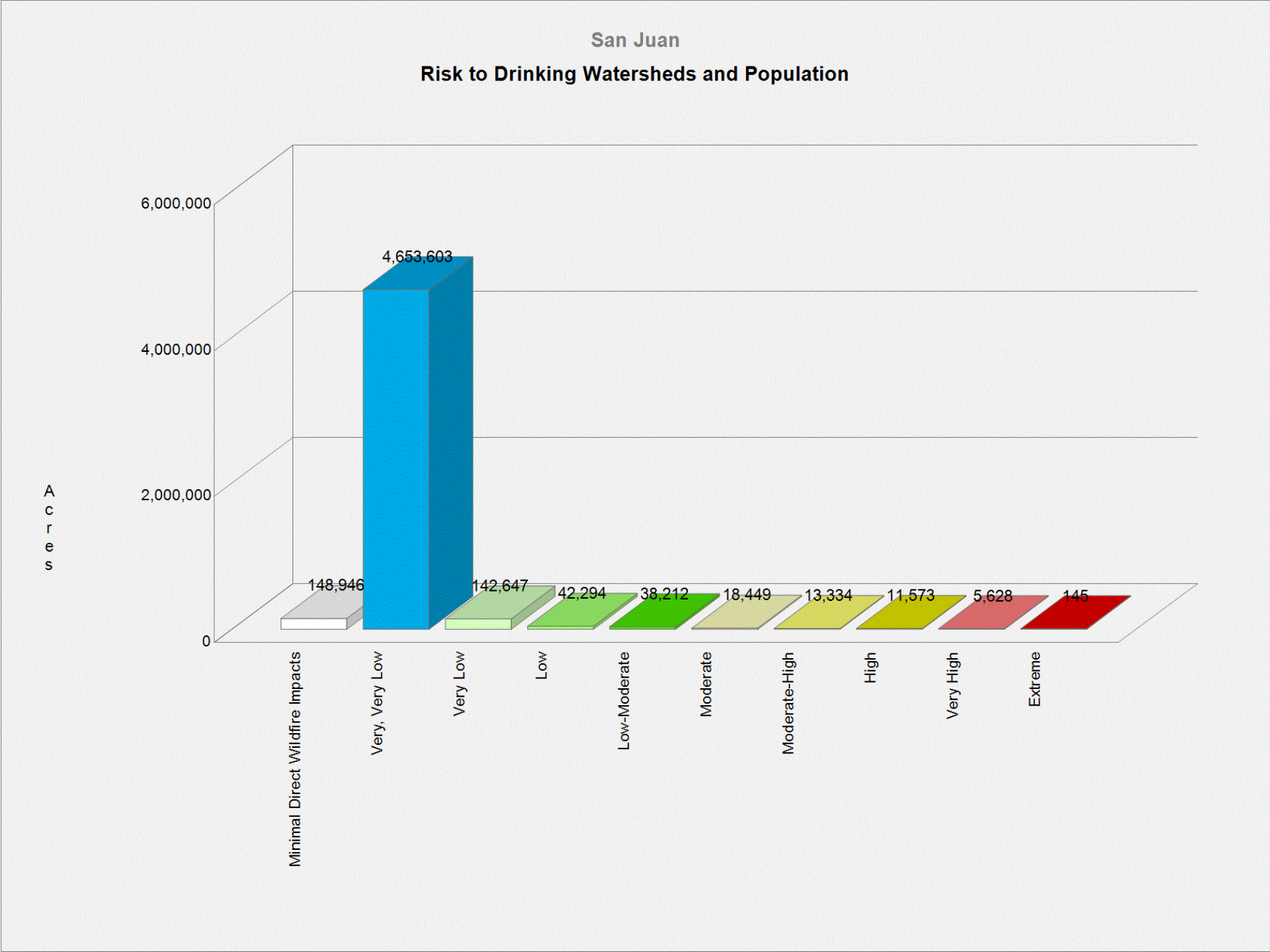
	Wildfire Hazard Potential Category	Acres	Percent
	Minimal Direct Wildfire Impacts	1,031,027	20 %
	Very Low	1,052,654	21 %
	Low	713,110	14 %
	Moderate	938,677	18 %
	High	1,226,284	24 %
	Very High	113,082	2 %
	Total	5,074,833	100 %



Risk to Drinking Watersheds and Population

The Risk to Drinking Watersheds and Population layer was created by multiplying wildfire threat (in the form of the Structure Exposure Score) by potential impacts (in a metric incorporating three factors: the Suppression Difficulty Index, estimated surface drinking water importance, and population density).

	Risk to Drinking Watersheds and Population Category	Acres	Percent
	Minimal Direct Wildfire Impacts	148,946	3 %
	Very, Very Low	4,653,603	92 %
	Very Low	142,647	3 %
	Low	42,294	1 %
	Low-Moderate	38,213	1 %
	Moderate	18,449	0 %
	Moderate-High	13,334	0 %
	High	11,573	0 %
	Very High	5,628	0 %
	Extreme	145	0 %
	Total	5,074,833	100 %

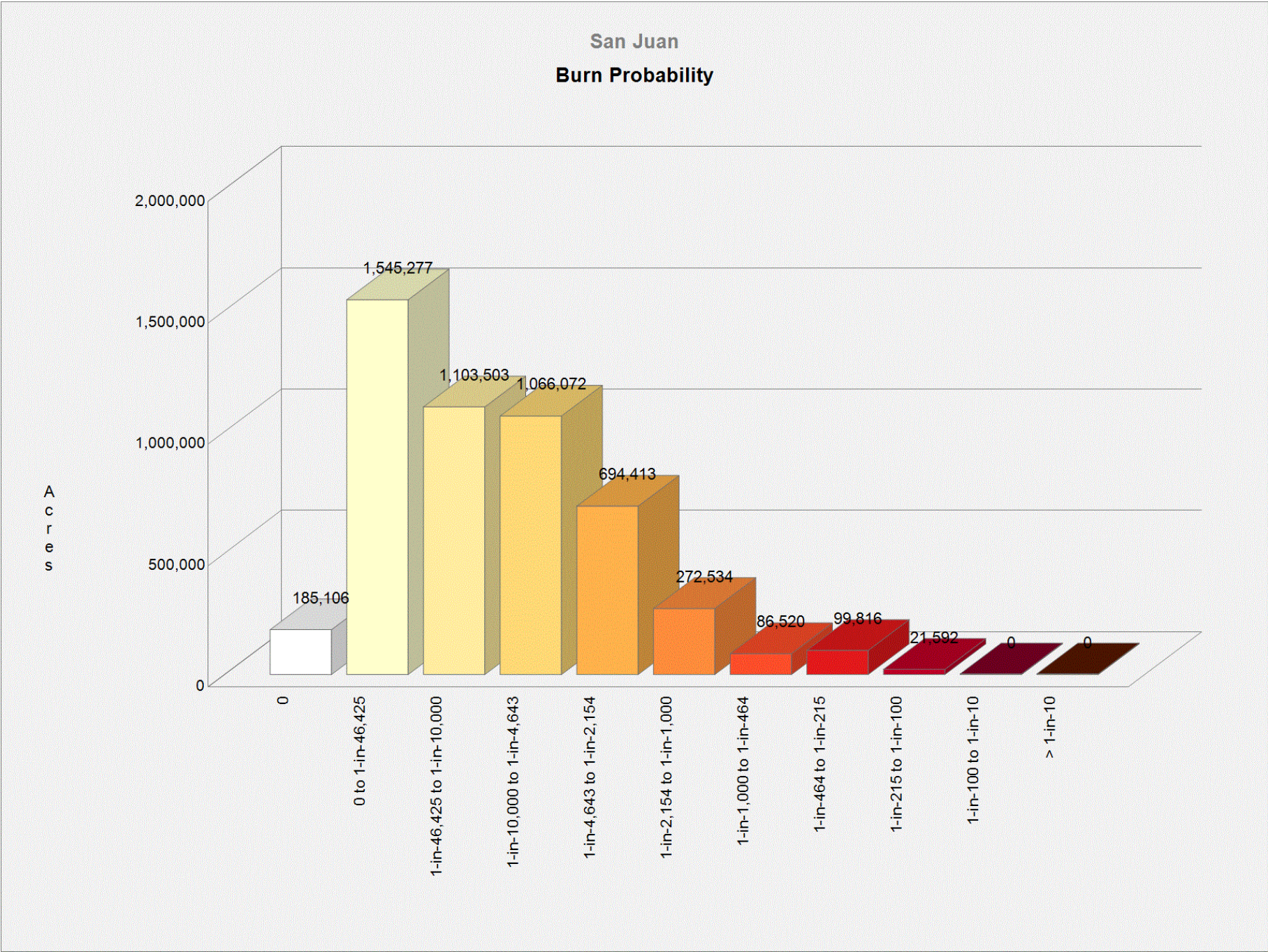


Burn Probability

Burn probability is the annual probability of wildfire burning in a specific location. At the community level, burn probability or wildfire likelihood is averaged where housing units occur. Burn Probability is based on fire behavior modeling across thousands of simulations of possible fire seasons. In each simulation, factors contributing to the probability of a fire occurring, including weather, topography, and ignitions are varied based on patterns derived from observations in recent decades.

Burn Probability is not predictive and does not reflect any currently forecasted weather or fire danger conditions. Burn Probability is simply a probability that any specific location (pixel) may experience wildfire in any given year. It does not say anything about the intensity of fire if it occurs.

	Burn Probability Category	Acres	Percent
	Minimal Direct Wildfire Impacts	185,106	4 %
	0 to 1-in-46,425	1,545,277	30 %
	1-in-46,425 to 1-in-10,000	1,103,503	22 %
	1-in-10,000 to 1-in-4,643	1,066,072	21 %
	1-in-4,643 to 1-in-2,154	694,413	14 %
	1-in-2,154 to 1-in-1,000	272,534	5 %
	1-in-1,000 to 1-in-464	86,520	2 %
	1-in-464 to 1-in-215	99,816	2 %
	1-in-215 to 1-in-100	21,592	0 %
	1-in-100 to 1-in-10	0	0 %
	> 1-in-10	0	0 %
	Total	5,074,833	100 %

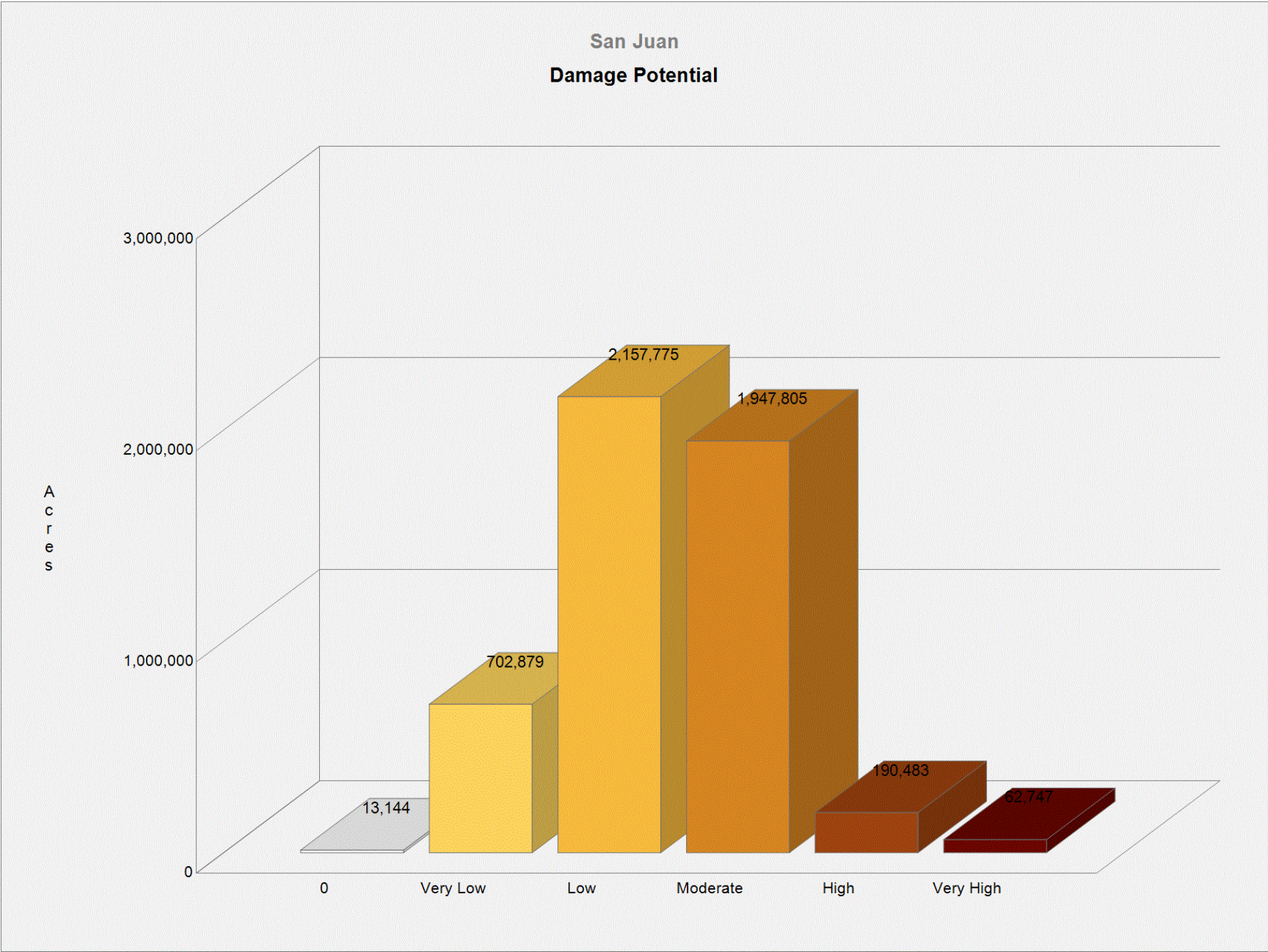




Damage Potential

Damage Potential (DP) represents the potential consequences of fire to a home at a given location if a fire were to occur and if a home were located there. DP incorporates ember load and conditional risk to potential structures as a generalized measure of potential loss to homes.

	Damage Potential Category	Acres	Percent
	Minimal Direct Wildfire Impacts	13,144	0 %
	Very Low	702,879	14 %
	Low	2,157,775	43 %
	Moderate	1,947,805	38 %
	High	190,483	4 %
	Very High	62,747	1 %
	Total	5,074,833	100 %

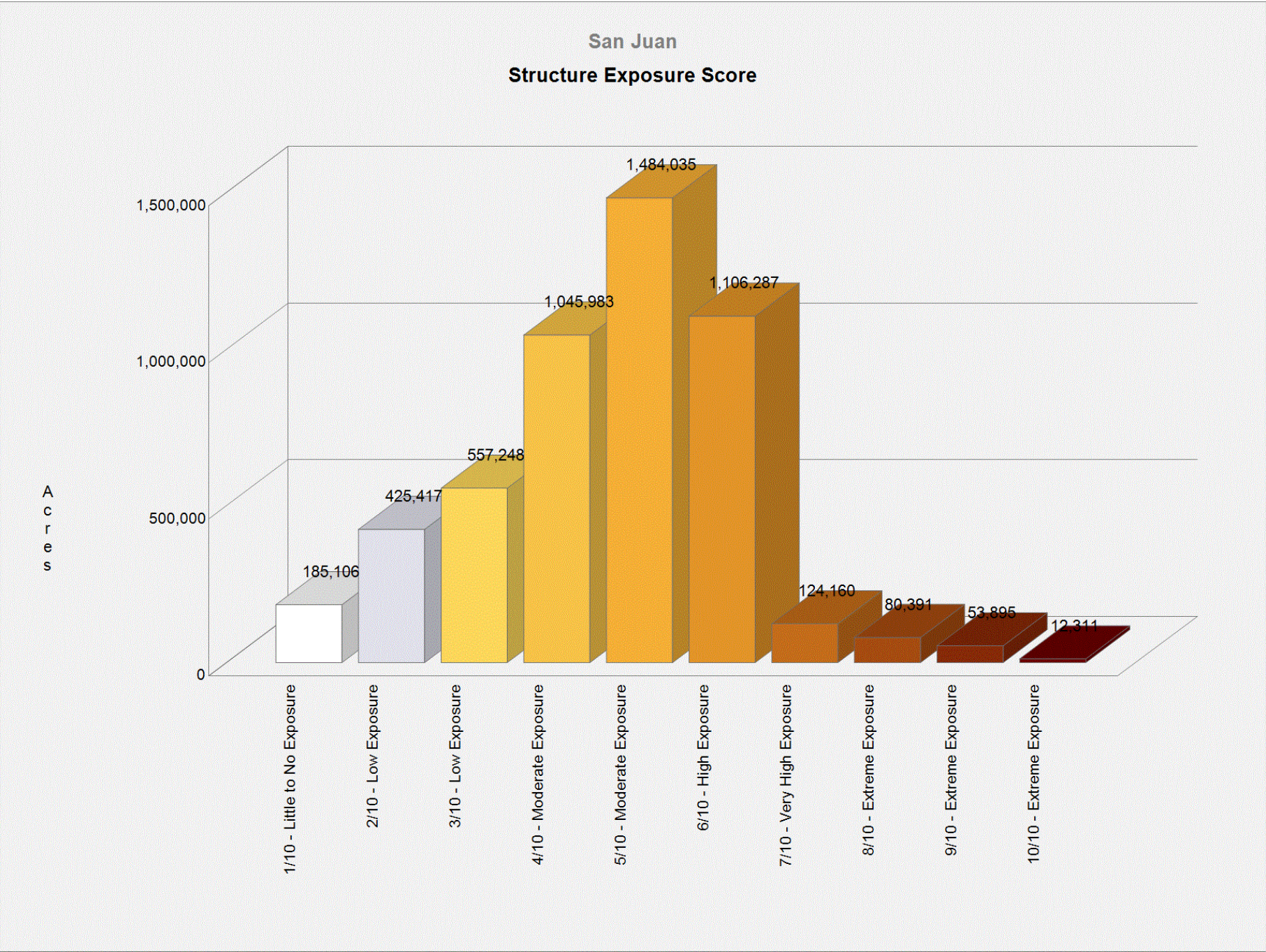




Structure Exposure Score

Structure Exposure Score (SES) combines wildfire likelihood (burn probability) and consequence (represented by Damage Potential) assuming a home is present on every pixel. SES is analogous to the Risk to Potential Structures dataset but includes ember load.

	Structure Exposure Score Category	Acres	Percent
	1/10 - Little to No Exposure	185,106	4 %
	2/10 - Low Exposure	425,417	8 %
	3/10 - Low Exposure	557,248	11 %
	4/10 - Moderate Exposure	1,045,983	21 %
	5/10 - Moderate Exposure	1,484,035	29 %
	6/10 - High Exposure	1,106,287	22 %
	7/10 - Very High Exposure	124,160	2 %
	8/10 - Extreme Exposure	80,391	2 %
	9/10 - Extreme Exposure	53,896	1 %
	10/10 - Extreme Exposure	12,311	0 %
	Total	5,074,833	100 %

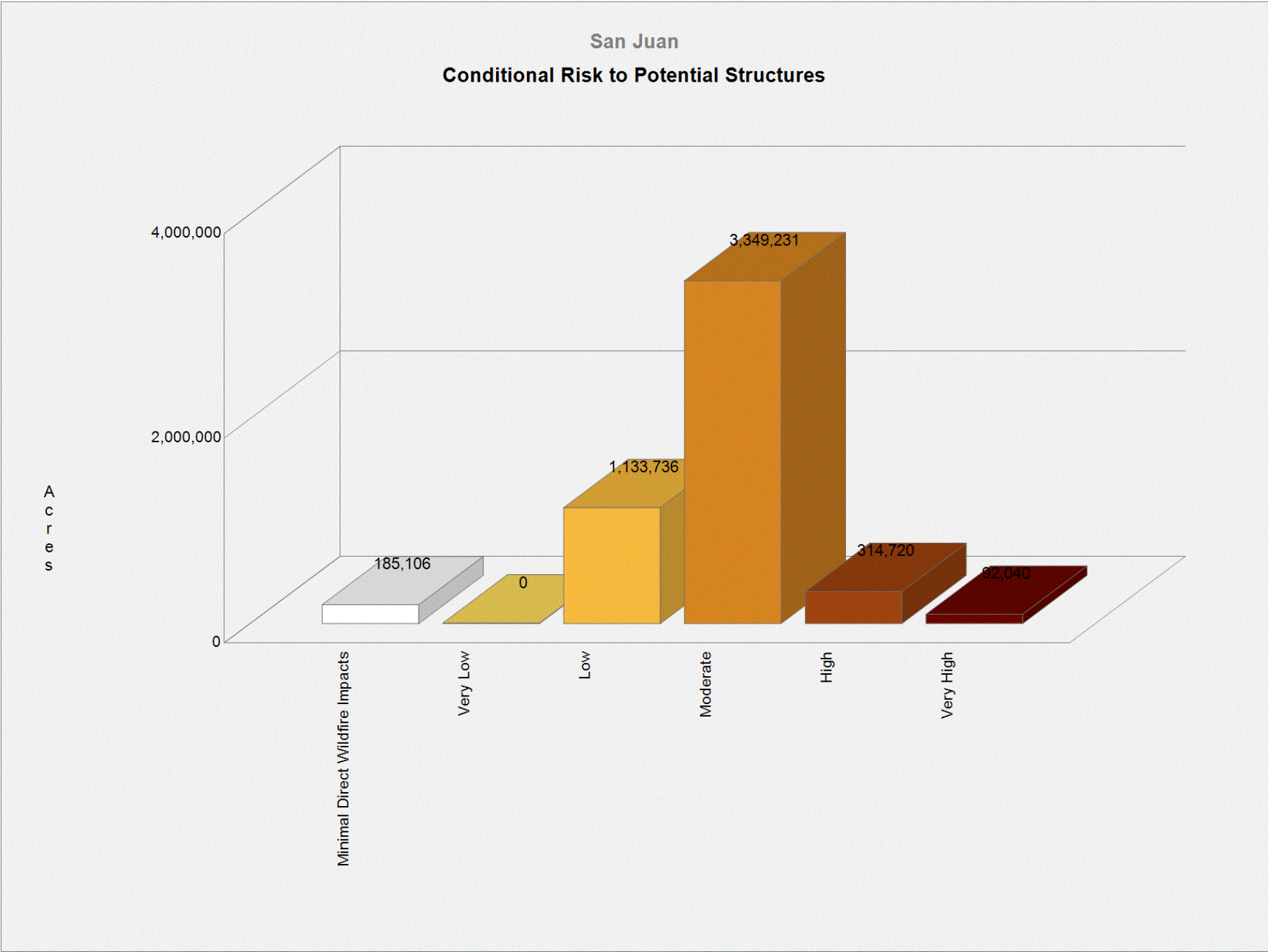




Conditional Risk to Potential Structures

The conditional risk to potential structures (cRPS) dataset or “Risk to Homes” represents the potential consequences of fire to a home at a given location, if a fire occurs there and if a home were located there. It is a measure that integrates wildfire intensity with generalized consequences to a home on every pixel, but does not account for the actual probability of fire occurrence.

	Conditional Risk to Potential Structures Category	Acres	Percent
	Minimal Direct Wildfire Impacts	185,106	4 %
	Very Low	0	0 %
	Low	1,133,736	22 %
	Moderate	3,349,231	66 %
	High	314,720	6 %
	Very High	92,040	2 %
	Total	5,074,833	100 %

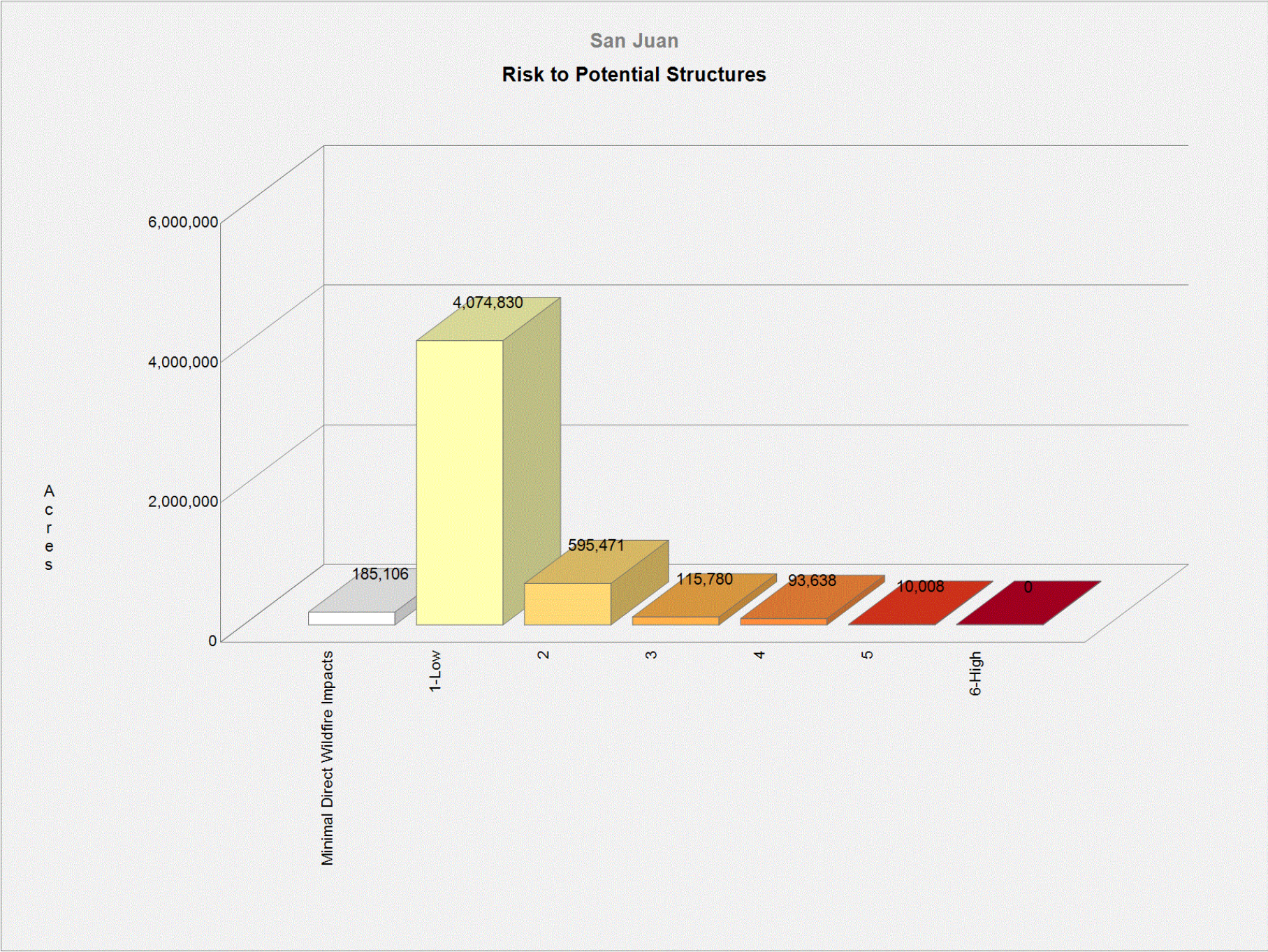




Risk to Potential Structures

The expected risk to potential structures (RPS) dataset represents a measure that integrates wildfire likelihood and intensity with generalized consequences to a home on every pixel. For every place on the landscape, it poses the hypothetical question, "What would be the relative risk to a house if one existed here?" This allows comparison of wildfire risk in places where homes already exist to places where new construction may be proposed.

	Risk to Potential Structures Category	Acres	Percent
	Minimal Direct Wildfire Impacts	185,106	4 %
	1-Low	4,074,830	80 %
	2	595,471	12 %
	3	115,780	2 %
	4	93,638	2 %
	5	10,008	0 %
	6-High	0	0 %
	Total	5,074,833	100 %

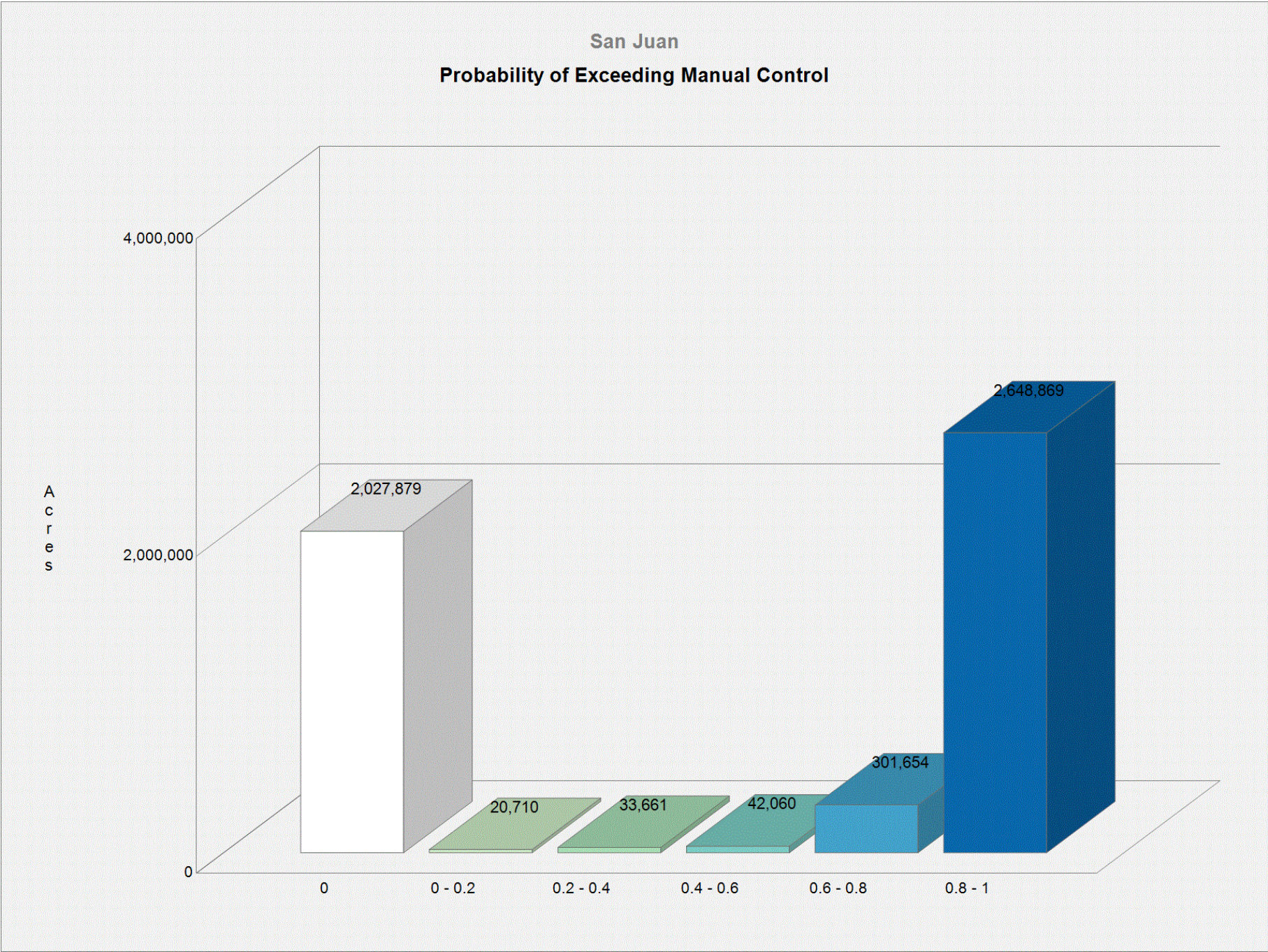




Probability of Exceeding Manual Control

This dataset represents the probability of heading flame lengths exceeding 4 feet, which is generally considered the threshold for exceeding the possibility of manual control during fire operations.

	Probability of Exceeding Manual Control Category	Acres	Percent
	0	2,027,879	40 %
	0 - 0.2	20,710	0 %
	0.2 - 0.4	33,661	1 %
	0.4 - 0.6	42,060	1 %
	0.6 - 0.8	301,654	6 %
	0.8 - 1	2,648,869	52 %
	Total	5,074,833	100 %

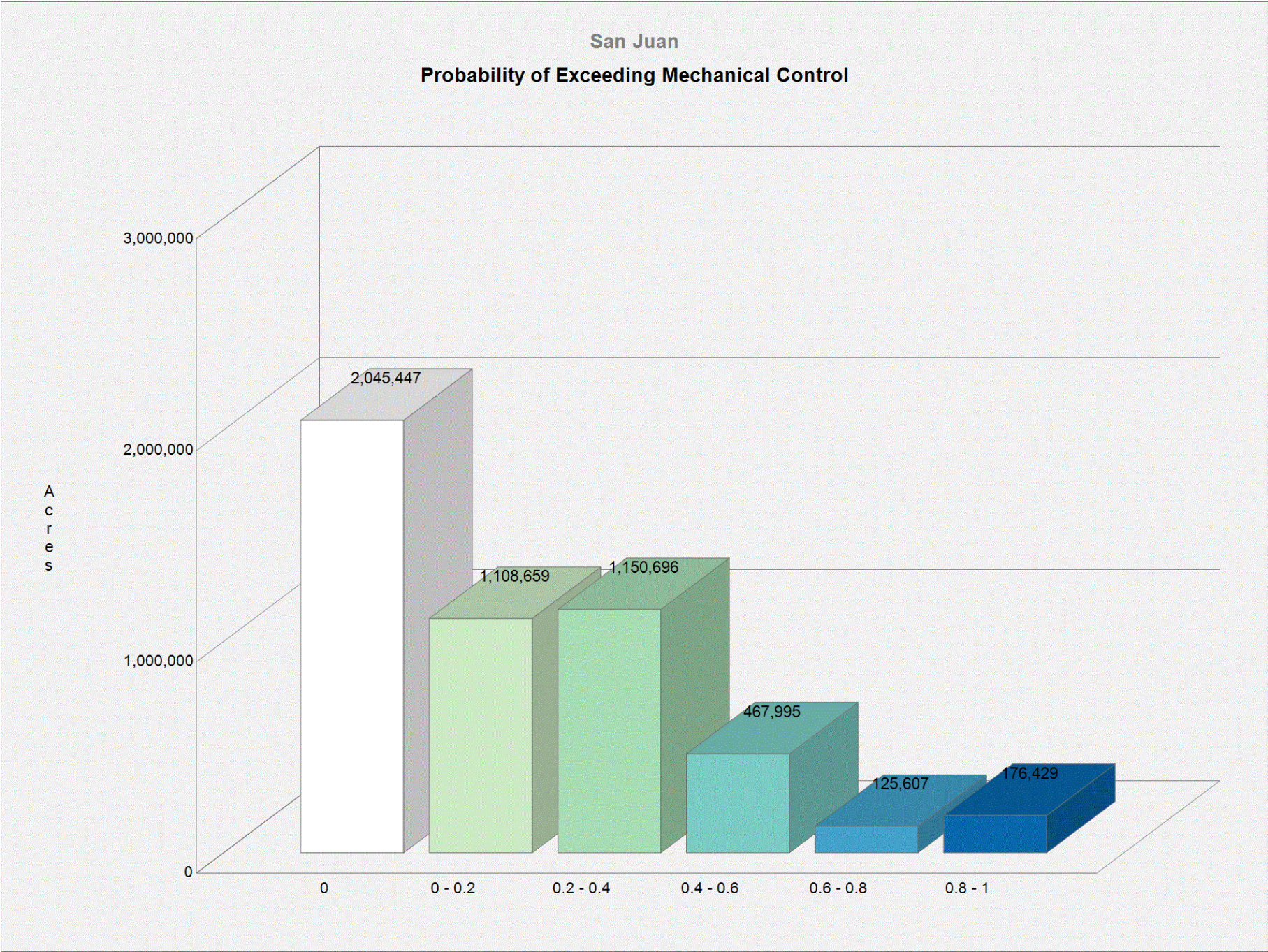




Probability of Exceeding Mechanical Control

This dataset represents the probability of heading flame lengths exceeding 8 feet, which is generally considered the threshold for exceeding the possibility of mechanical control during fire operations.

	Probability of Exceeding Mechanical Control Category	Acres	Percent
	0	2,045,447	40 %
	0 - 0.2	1,108,659	22 %
	0.2 - 0.4	1,150,696	23 %
	0.4 - 0.6	467,995	9 %
	0.6 - 0.8	125,607	2 %
	0.8 - 1	176,429	3 %
	Total	5,074,833	100 %

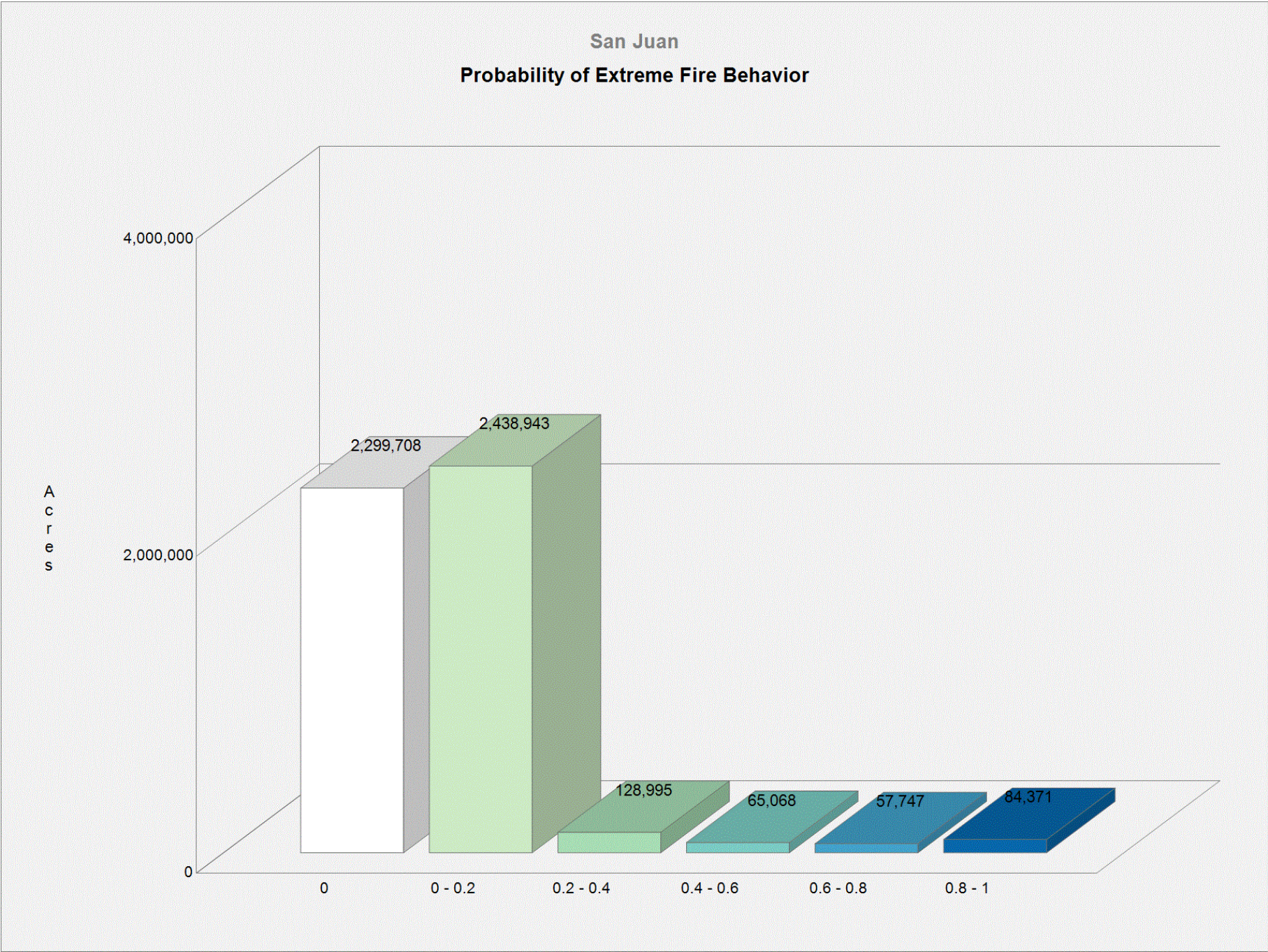




Probability of Extreme Fire Behavior

This dataset represents the probability of heading flame lengths exceeding 11 feet, which is generally considered the threshold for exceeding extreme fire behavior during fire operations.

	Probability of Extreme Fire Behavior Category	Acres	Percent
	0	2,299,708	45 %
	0 - 0.2	2,438,943	48 %
	0.2 - 0.4	128,995	3 %
	0.4 - 0.6	65,068	1 %
	0.6 - 0.8	57,747	1 %
	0.8 - 1	84,371	2 %
	Total	5,074,833	100 %

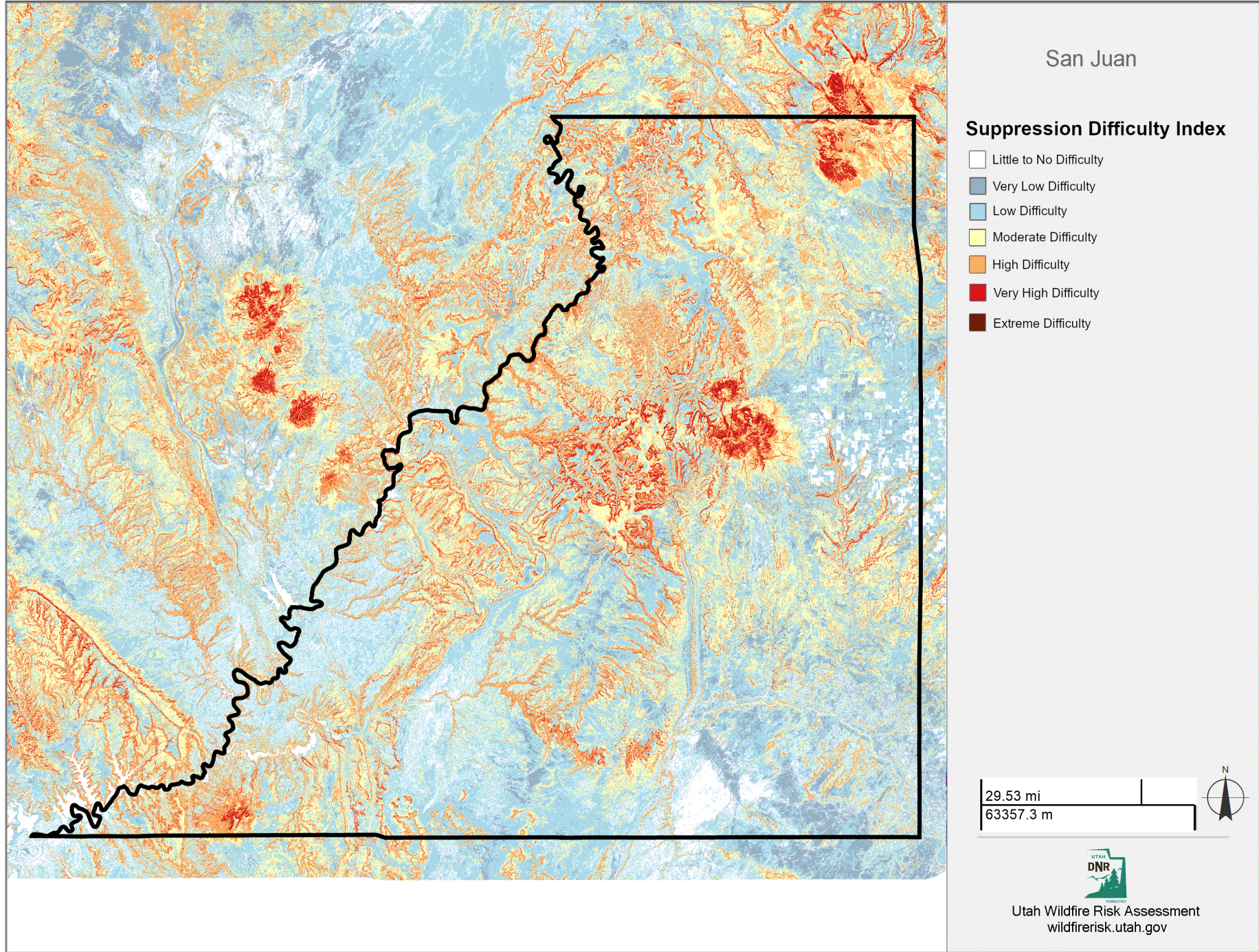




Suppression Difficulty Index

Wildfire Suppression Difficulty Index (SDI) is a quantitative rating of relative difficulty in performing fire control work. SDI factors in topography, fuels, expected fire behavior under severe fire weather conditions, firefighter line production rates in various fuel types, and accessibility (distance from roads/trails) to assess relative suppression difficulty.

	Suppression Difficulty Index Category	Acres	Percent
	Little to No Difficulty	374,107	7 %
	Very Low Difficulty	310,888	6 %
	Low Difficulty	1,892,057	37 %
	Moderate Difficulty	1,490,487	29 %
	High Difficulty	792,082	16 %
	Very High Difficulty	213,995	4 %
	Extreme Difficulty	1,217	0 %
	Total	5,074,833	100 %



Flame Length

This dataset represents the weighted-average flame length (FL) in feet for a given pixel in the fuelscape (including any contribution of crown fuel). Flame length is the distance (in feet) between the flame tip and the midpoint of the flame depth at the base (generally the ground surface). This is a good indicator of fire intensity. Flame length is a strong indicator of the potential damage to structures; longer flame lengths will likely have a greater negative consequence. Flame lengths are also utilized in fuel-break planning.

	Flame Length Category	Acres	Percent
	0	1,031,027	20 %
	0 to 4 feet	1,031,041	20 %
	4 to 8 feet	2,410,952	48 %
	8 to 11 feet	395,773	8 %
	11 to 25 feet	105,984	2 %
	> 25 feet	100,056	2 %
	Total	5,074,833	100 %

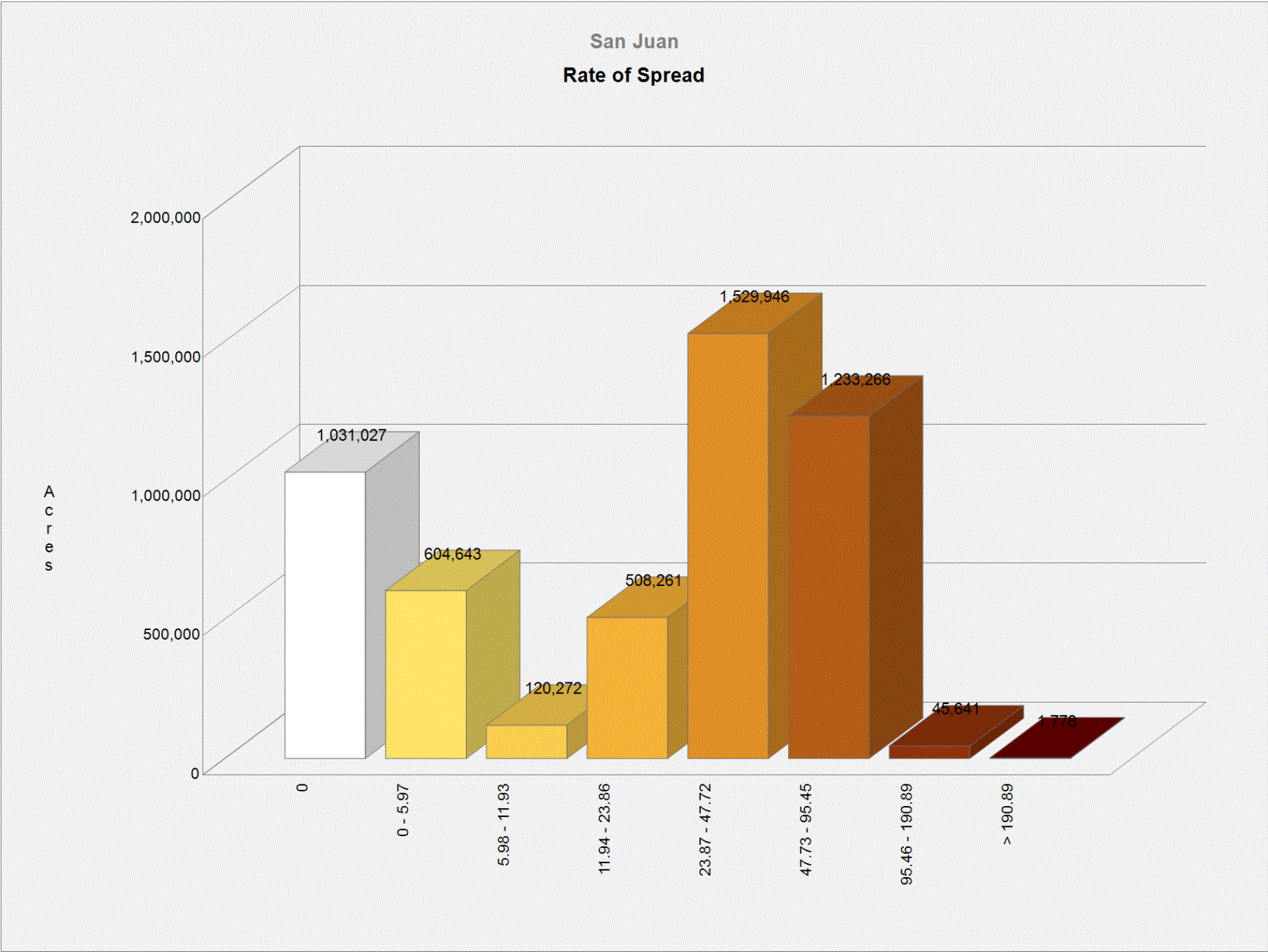




Rate of Spread (chains/hr)

Rate of Spread (ROS) represents the weighted-average rate of spread in chains per hour for a given pixel in the fuelscape (including any contribution of crown fire spread rate). Rate of spread can affect suppression efforts by “outrunning” direct attack and can have an impact on evacuation.

	Rate of Spread Category (chains/hr)	Acres	Percent
	0	1,031,027	20 %
	0 - 5.97	604,643	12 %
	5.98 - 11.93	120,272	2 %
	11.94 - 23.86	508,261	10 %
	23.87 - 47.72	1,529,946	30 %
	47.73 - 95.45	1,233,266	24 %
	95.46 - 190.89	45,641	1 %
	> 190.89	1,778	0 %
	Total	5,074,833	100 %

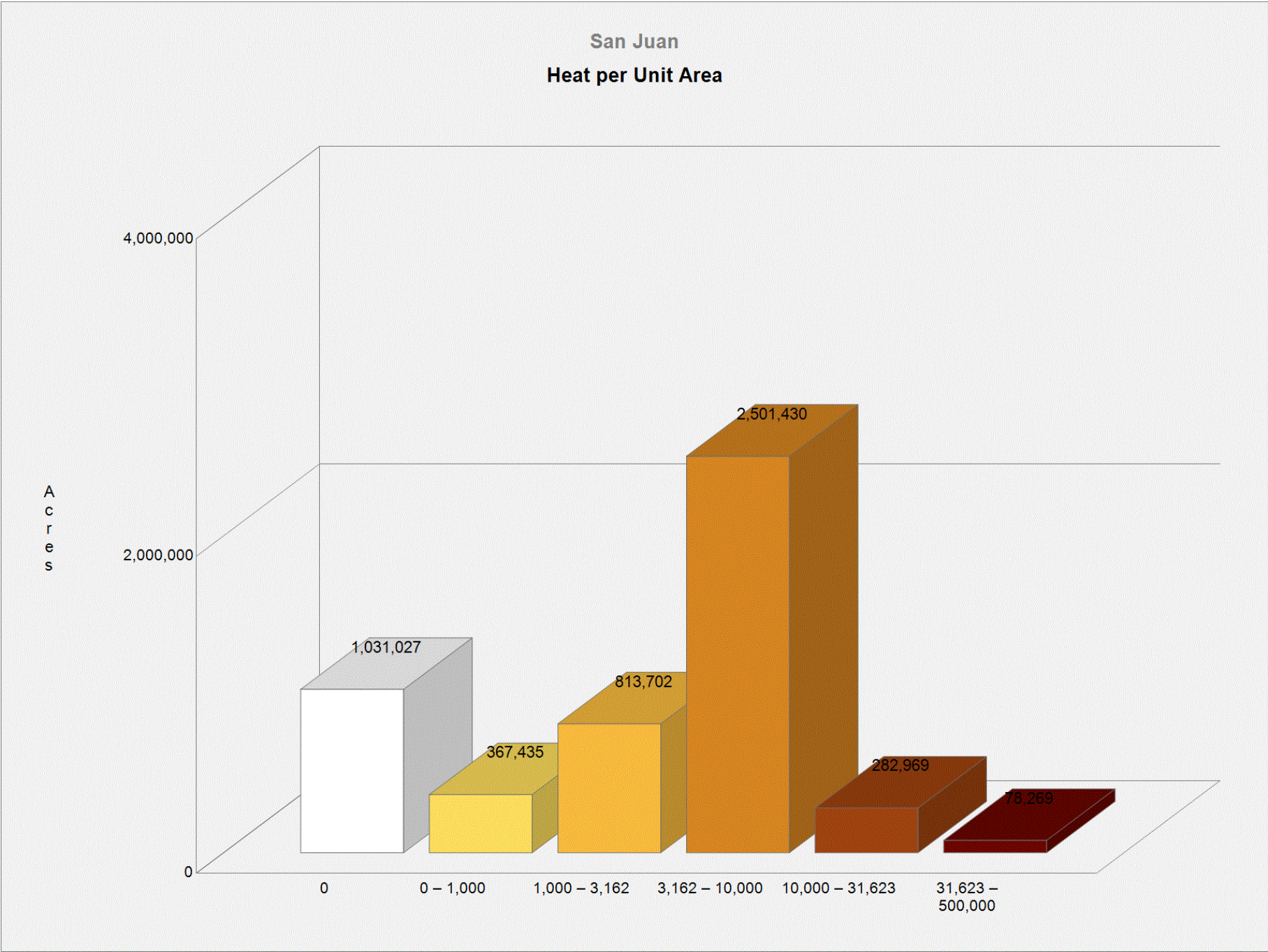




Heat per Unit Area

This dataset represents the weighted-average heat per unit area (HPA) in kilojoules per square meter for a given pixel in the fuelscape (including any contribution of crown fuel).

	Heat per Unit Area Category	Acres	Percent
	0	1,031,027	20 %
	0 – 1,000	367,436	7 %
	1,000 – 3,162	813,703	16 %
	3,162 – 10,000	2,501,430	49 %
	10,000 – 31,623	282,969	6 %
	31,623 – 500,000	78,269	2 %
	Total	5,074,833	100 %

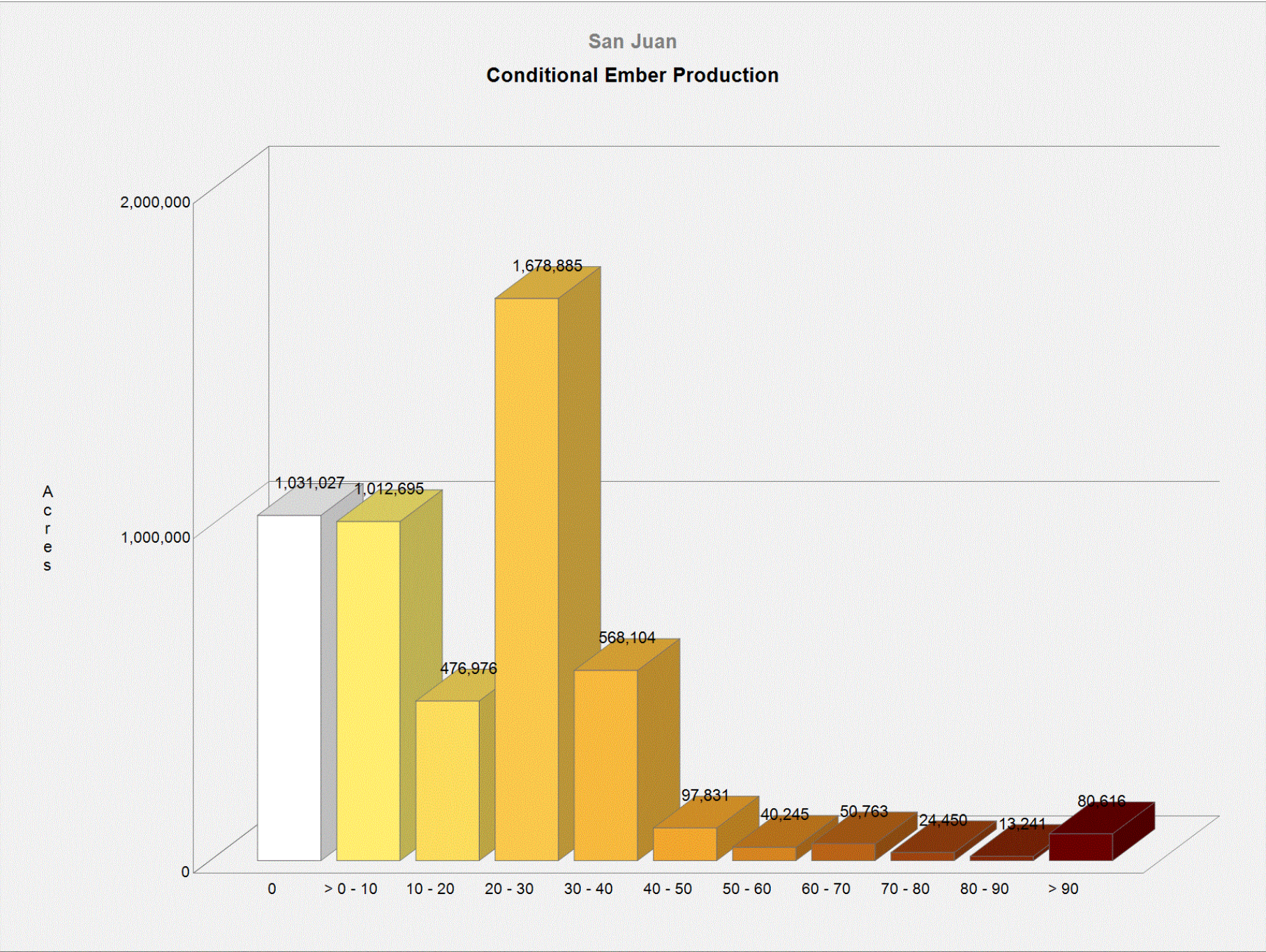




Conditional Ember Production

This dataset indicates where embers are originating when fires occur (so they could be targeted for treatment).

	Conditional Ember Production Category	Acres	Percent
	0	1,031,027	20 %
	> 0 - 10	1,012,695	20 %
	10 - 20	476,976	9 %
	20 - 30	1,678,885	33 %
	30 - 40	568,104	11 %
	40 - 50	97,831	2 %
	50 - 60	40,245	1 %
	60 - 70	50,763	1 %
	70 - 80	24,450	0 %
	80 - 90	13,241	0 %
	> 90	80,616	2 %
	Total	5,074,833	100 %

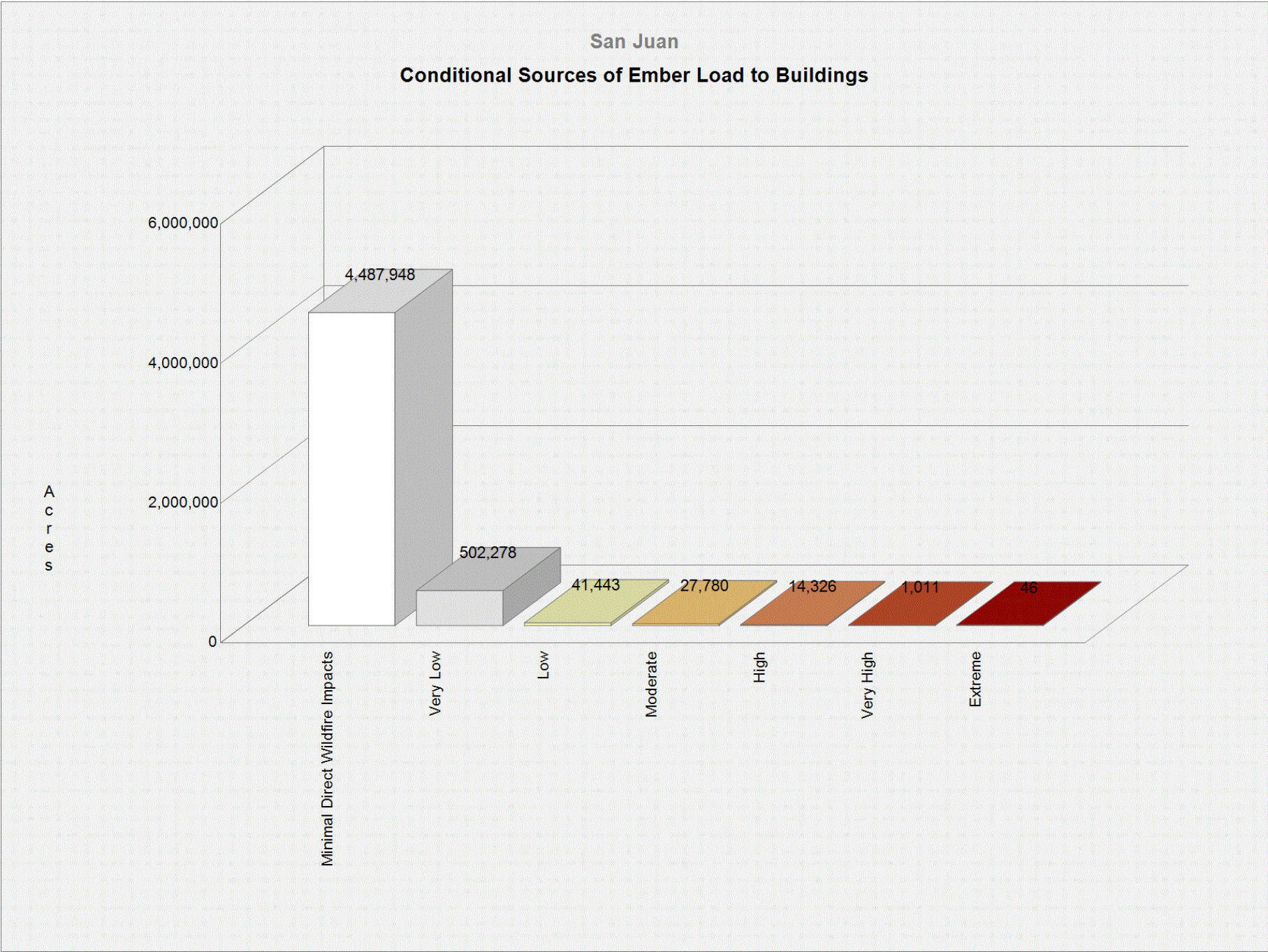




Conditional Sources of Ember Load to Buildings

This dataset indicates where embers might land near buildings.

	Conditional Sources of Ember Load to Buildings Category	Acres	Percent
	Minimal Direct Wildfire Impacts	4,487,948	88 %
	Very Low	502,279	10 %
	Low	41,443	1 %
	Moderate	27,781	1 %
	High	14,326	0 %
	Very High	1,011	0 %
	Extreme	46	0 %
	Total	5,074,833	100 %

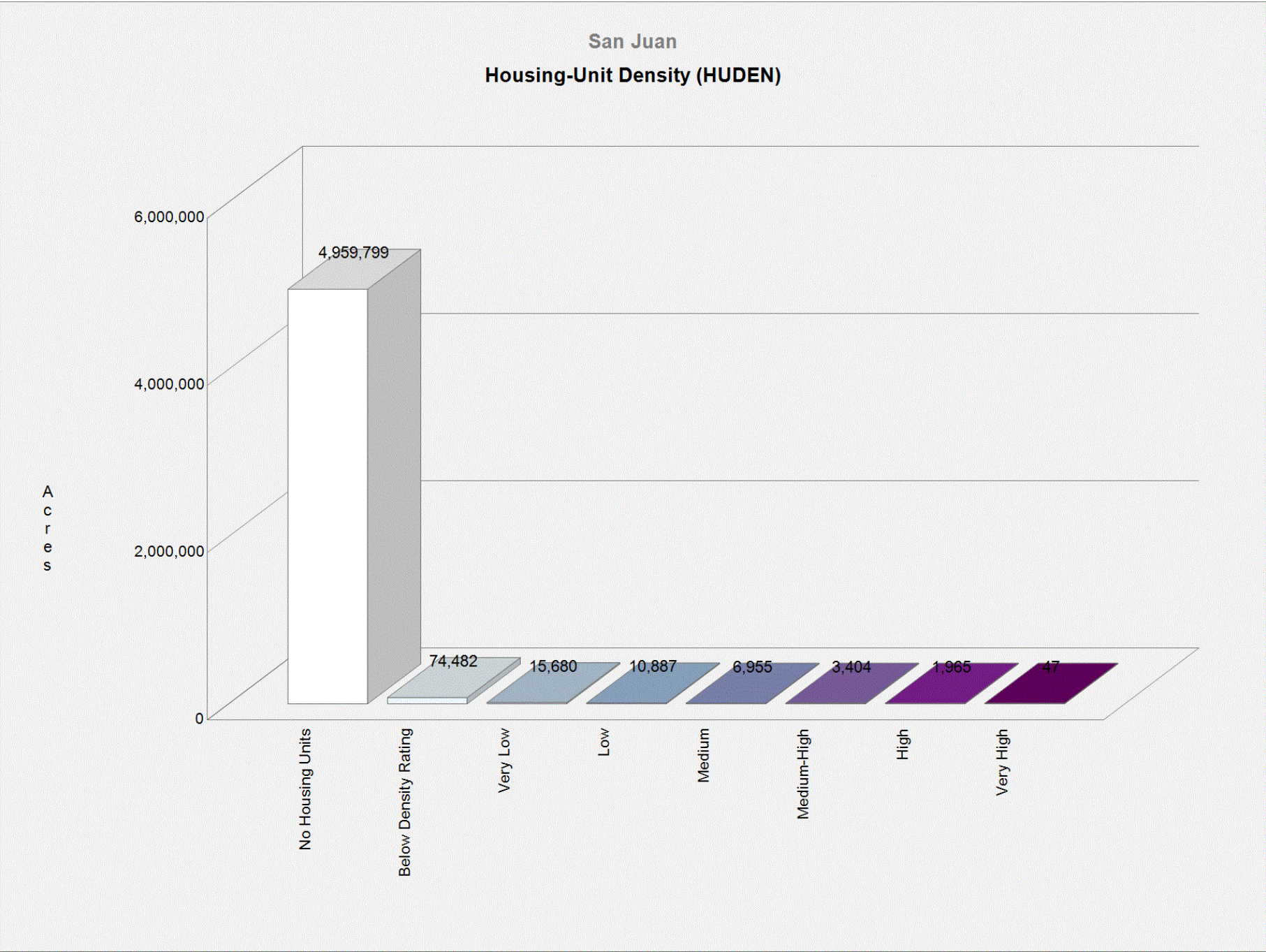




Housing-Unit Density (HUDEN)

This dataset is the Housing-Unit Density (HUDEN) raster for the United States. HUDEN is a nationwide raster of housing-unit density measured in housing units per square kilometer. It reflects 2018 estimates of housing unit and population counts from the U.S. Census Bureau, combined with building footprint data from Microsoft (version 1.1), LandScan where building footprint data were unavailable, and land cover data from LANDFIRE.

	Housing-Unit Density (HUDEN) Category	Acres	Percent
	No Housing Units	4,959,799	98 %
	Below Density Rating	74,482	1 %
	Very Low	15,680	0 %
	Low	10,887	0 %
	Medium	6,955	0 %
	Medium-High	3,404	0 %
	High	1,965	0 %
	Very High	47	0 %
	Total	5,073,218	100 %







COMMISSION STAFF REPORT

December 2, 2025

MEETING DATE:

ITEM TITLE, PRESENTER: Approval of San Juan County Health Department PH Infrastructure - 2023 Amendment 4, by Mike Moulton, Public Health Interim Director

RECOMMENDATION: Approval

SUMMARY

The purpose of this amendment is to adjust how the reimbursements are funded and replace Attachment A: Scope of Work.

The general purpose of this contract is to provide support for core infrastructure improvements that include the agency's foundational capabilities and workforce.

HISTORY/PAST ACTION

Approval

FISCAL IMPACT

The federally reimbursed amount is being reduced by \$9,728.00. The new total funding of this 5-year contract is \$394,256.00.



Utah Department of
Health & Human Services

**UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES
CONTRACT AMENDMENT**

PO Box 144003, Salt Lake City, Utah 84114
288 North 1460 West, Salt Lake City, Utah 84116

2302106

Department Log Number

232701308

State Agreement ID

1. **CONTRACT NAME:** The name of this contract is San Juan Public Health Department – PH Infrastructure 2023 Amendment 4.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health & Human Services (DEPARTMENT) and San Juan County (CONTRACTOR).

PAYMENT ADDRESS

San Juan County
735 S 200 W, Ste 2
Blanding, UT 84511

MAILING ADDRESS

San Juan County
735 S 200 W, Ste 2
Blanding, UT 84511

3. **PURPOSE OF CONTRACT AMENDMENT:** The purpose of this amendment is to correct and increase the contract amount and replace Attachment A: Scope of Work.
4. **CHANGES TO CONTRACT:**
 1. The contract amount is being changed. The original amount was \$403,984.00. The funding amount is being reduced by \$15,560.00. The funding amount will be increased by \$5,832.00 in federal funds. New total funding is \$394,256.00.
 2. Attachment A: Scope of Work effective November 1, 2025, is replacing Attachment A: Scope of Work, which was effective December 2024. Changes made to Article VII Section C and Article VIII Section A Items 2 and 3.

UEI: WCVABP2FEVA2

Indirect Cost Rate: 0.00 %

Federal Funds

Funding Amount	Award Number	Assistance Listing Number	Assistance Listing Title	Federal Program Name	Federal Awarding Agency	Federal Award Identification Number	Federal Award Date
\$-15,560.00	23NE11OE000088A2	93.967	CDC's Collaboration with Academia to Strengthen Public Health	Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems	CDC	NE11OE000088	11/29/2022
\$5,832.00	23NE11OE000088DMIC6	93.967	CDC's Collaboration with Academia to Strengthen Public Health	Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems	CDC	NE11OE000088	01/10/2024

All other conditions and terms in the original contract and previous amendments remain the same.

5. EFFECTIVE DATE OF AMENDMENT: This amendment is effective 11/01/2025 .
 6. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
 - A. All other governmental laws, regulations, or actions applicable to services provided herein.
 - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
 7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.
-

Intentionally Left Blank

Contract with Utah Department of Health & Human Services and San Juan County , Log # 2302106

IN WITNESS WHEREOF, the parties enter into this agreement.

Signature

Signed by: _____

Silvia Stubbs
Commission Chair

Date Signed: _____

Attachment A: Scope of Work
 San Juan County Health Department - PH Infrastructure 2023 Amendment 4
 Effective Date: November 1, 2025

I. GENERAL PURPOSE

- A. The general purpose of this contract is to provide support for core infrastructure improvements that include, but are not limited to the agency's workforce, foundational capabilities, and data infrastructure.

II. DEFINITIONS

- A. "A1" means Component A: Strengthening public health infrastructure, under Strategy A1: Workforce, as outlined within the CDC's funding opportunity announcement, entitled, "Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems CDC-RFA-OE22-2203."
- B. "A2" means Component A: Strengthening public health infrastructure, under Strategy A2: Foundational Capabilities, as outlined within the CDC's funding opportunity announcement, entitled, "Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems CDC-RFA-OE22-2203."
- C. "A3" means Component A: Strengthening public health infrastructure, under Strategy A3: Data Modernization, as outlined within the CDC's funding opportunity announcement, entitled, "Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems CDC-RFA-OE22-2203."
- D. "CDC" means the Centers for Disease Control and Prevention.
- E. "Department" means Utah Department of Health and Human Services.
- F. "Subrecipient" means Contractor and legal name of the vendor as noted on Contract Page One.

III. PROGRAM CONTACT

- A. The Department encourages inquiries concerning this grant and special provisions, which should be directed to the following Department contacts:
1. For program management, contact:
 Jenny Starley, Workforce Development Coordinator
 Division of Population Health
 (385) 454-3134
 jstarley@utah.gov
 2. For general programmatic questions, contact:
 Elisabeth Litster, Contract/Grant Analyst
 Division of Population Health
 (385) 266-0510
 elitster@utah.gov
 3. For financial or budget assistance, contact:
 Jerry Edwards, Finance Manager
 Department of Health and Human Services Operations
 (801) 557-8260
 jedwards@utah.gov

IV. OUTCOMES

A. OUTCOMES

1. The desired outcome for Strategy A1: Workforce of this contract is a reinforced and expanded public health workforce through hiring, retaining, supporting, and training the workforce and by strengthening relevant workforce planning, systems, processes, and policies.
2. The desired outcome for Strategy A2: Foundational Capabilities of this contract is a strengthened public health infrastructure through improved systems, processes, and policies to ensure a strong core infrastructure needed to protect health and provide fair opportunities for all.
3. The desired outcome for Strategy A3: Data Modernization of this contract is a more modern and efficient data environment, increased data interoperability, and increased availability and use of public health data.

V. OUTCOME MEASUREMENTS

A. The outcome measurements for Strategy A1: Workforce include:

1. Total size of the workforce, over time, by job type or classification, program area, and hiring mechanism or employment status based upon identified needs of the agency.

B. The outcome measurements for Strategy A2: Foundational Capabilities include:

1. Number of improved organizational systems and processes as compared to annual baseline levels, set in January for each year of the contract.
2. Self assessment score of public health foundational capabilities as compared to annual baseline levels, set in January for each year of the contract.

C. The outcome measurements for Strategy A3: Data Modernization include at least one of the following:

1. Self assessment of public health data infrastructure, data science, and informatics capabilities and capacities as compared to annual baseline levels, set in January for each year of the contract.
2. Self assessment score of capacity to quickly analyze, interpret, and act on data as compared to annual baseline levels, set in January for each year of the contract.

VI. OUTCOME REPORTING

- ##### A. The Department is federally required to reduce or eliminate the administrative requirements and reporting burden put upon local health departments supporting grant activities, and the Department cannot request or require additional programmatic reports, work plans, or expenditure information from local health departments beyond what is required by the grant, unless otherwise required by

law. Therefore, the outcome reporting for Strategy A1: Workforce, Strategy A2: Foundational Capabilities, and Strategy A3: Data Modernization include:

1. Quantitative Reporting
 - a. The Subrecipient shall report the outcome measurements listed in Section V. to the Department at a frequency and format as determined by the CDC; and
2. Qualitative Reporting
 - a. The Subrecipient shall provide a qualitative summary of successes and challenges to the Department at regularly attended meetings, which may include governance, local health officer committee, and public health coordination meetings.

VII. RESPONSIBILITIES OF SUBRECIPIENT

- A. For A1, Subrecipient will utilize funds according to CDC guidance provided in related document Foa_Content_of_CDC-RFA-OE22-2203 (9).pdf (see Part II. A. 2. ii. on page 6), which can be found at <https://www.grants.gov/web/grants/view-opportunity.html?oppld=340034>, to:
 1. Prioritize activities within their jurisdiction that lead to the key outcomes that include increased size and capabilities of the public health workforce with improved wages and protections; and
 2. Increase effectiveness of leadership and data science development training programs to address health disparities and advance health equity, and increased leadership and data science competency of emerging public health professionals as compared to annual baseline levels, set in January for each year of the contract.
- B. For A2, Subrecipient will utilize funds according to CDC guidance provided in related document Foa_Content_of_CDC-RFA-OE22-2203 (9).pdf (see Part II. A. 2. ii. on page 6), which can be found at <https://www.grants.gov/web/grants/view-opportunity.html?oppld=340034>, to prioritize activities within their jurisdiction that lead to improved organizational systems and processes and evidence of stronger public health foundational capabilities.
- C. For A3, Subrecipient will utilize funds according to CDC guidance provided in related document Foa_Content_of_CDC-RFA-OE22-2203 (9).pdf (see Part II. A. 2. iii on page 12) and 230403_OE22-2203 A3 Supplemental Guidance_Final_PDF.pdf to:
 1. With year one funding, prioritize impacts on Utah's public health system, increasing ability to share data system-wide, and increasing interoperability with other systems.
 2. With year two funding, support personnel involvement in collaborative DMI workgroups and meetings for statewide DMI priorities identified by Public Health DMI Council such as scoping and immunizations system enhancements.
- D. If an activity is not clearly aligned with guidance and requirements of Utah Code 67-27-109 regarding prohibited discriminatory practices, Subrecipient shall consult Department prior to initiating activity to ensure activity meets all requirements.

- E. Subrecipient shall provide a point of contact.

VIII. FUNDING

- A. Total funding is \$394,256.00.
1. \$328,129.00 for A1 for the period January 15, 2023 to November 30, 2027.
 2. \$54,460.00 for A2
 - a. \$0.00 for A2 budget period 1 January 15, 2023 to November 30, 2023.
 - i. If year 1 A2 funds are not fully expended by above date, Subrecipient can utilize "Expanded Authority" which extends the period of spending for remaining funds for an additional 12 months. Expanded Authority funds will be used prior to year 2 A2 funds.
 - b. \$27,230.00 for A2 budget period 2 December 1, 2023 to November 30, 2024.
 - i. If year 2 A2 funds are not fully expended by above date, Subrecipient can utilize "Expanded Authority" which extends the period of spending for remaining funds for an additional 12 months. Expanded Authority funds will be used prior to year 3 A2 funds.
 - c. \$27,230.00 for A2 budget period 3 December 1, 2024 to November 30, 2025.
 - i. If year 3 A2 funds are not fully expended by above date, Subrecipient can utilize "Expanded Authority" which extends the period of spending for remaining funds for an additional 12 months. Expanded Authority funds will be used prior to any year 4 A2 funds received.
 3. \$11,667.00 for A3
 - a. \$5,835.00 for A3 budget period 1 November 1, 2023 to November 30, 2023.
 - i. If year 1 A3 funds are not fully expended by above date, Subrecipient can utilize "Expanded Authority" which extends the period of spending for remaining funds for an additional 24 months. Expanded Authority funds will be used prior to year 2 A3 funds.
 - b. \$5,832.00 for A3 budget period 2 November 1, 2025 to November 30, 2026.
 - i. If year 2 A3 funds are not fully expended by above date, Subrecipient can utilize "Expanded Authority" which extends the period of spending for remaining funds for an additional 12 months based on CDC approval of Expanded Authority.
- B. This is a Cost Reimbursement contract. The Department agrees to reimburse the Subrecipient up to the maximum amount of the contract for expenditures made by the Subrecipient directly related to the performance of this contract.
1. Cost Reimbursement – Budget

<u>Description</u>	<u>Amount</u>
A1: Workforce Development	\$328,129.00
A2: Foundational Capabilities	\$54,460.00

A3: Data Modernization

\$11,667.00

- C. The Federal funds provided under this agreement are from the Federal Program and award as recorded on the contract pages of this Contract.
- D. Pass-Through Agency: Utah Department of Health and Human Services.
- E. Number assigned by the Pass-through Agency: State Contact Number, as recorded on the contract pages of this Contract.
- F. All future year funding will be based on CDC satisfactory programmatic progress and the availability of funds.

IX. INVOICING

- A. In addition to the Utah Department of Health and Human Services General Provisions of the contract the Subrecipient shall report the amount of funds utilized to the Department each month in the Monthly Expenditure Report and include one line for each funding source in the report; and
 - 1. A1 - PH Infrastructure
 - 2. A2 - PH Infrastructure
 - 3. A3 - PH Infrastructure
- B. In addition to the Utah Department of Health and Human Services General Provisions of the contract the Subrecipient shall submit the July invoice no later than August 15 of each year.

X. REPORTING

- A. The Subrecipient shall provide a summary of successes and challenges at meetings, which may include; governance, local health officer committee, and public health coordination meetings according to agreed upon timelines with the Department;
- B. The Subrecipient shall provide input when requests from the Department are made to ensure accountability of outcomes when public health system/statewide reporting is required by the CDC according to agreed upon timelines with the Department; and
- C. The Subrecipient shall provide an estimated number of staff funded through this grant to contribute to an annual statewide progress report, as required by the CDC according to agreed upon timelines with the Department.

XI. AMENDMENTS AND TERMINATION

- A. If the Contract is not amended to add funds, the Contract shall terminate as of November 30, 2027.

XII. FUNDING REQUIREMENTS

- A. Funding restrictions to consider while planning and budgeting are provided below, as provided by the CDC. Funds may not be used for:
 - 1. Research;
 - 2. Clinical care except as allowed by law;
 - 3. Funds may be used for reasonable program purposes, including personnel, travel, supplies, and services;
 - 4. Generally, funds may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget;
 - 5. Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient; and

6. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - a. Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body;
 - b. The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation; administrative action, or Executive order proposed or pending before any legislative body;
 - c. See Additional Requirement (AR) 12 (see: <https://www.cdc.gov/grants/additional-requirements/ar-12.html>) for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients (see: http://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf).

XIII. REQUIRED DISCLOSURES

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIS): Consistent with 45 CFR 75. 113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
 Ackeem Evans, Grants Management Officer/Specialist
 Centers for Disease Control and Prevention
 Branch 6
 2939 Brandywine Rd,
 Atlanta, GA 30341
 Email: gtq4@cdc.gov (Include "Mandatory Grant Disclosures" in subject line)

AND

U.S. Department of Health and Human Services
 Office of the Inspector General
 ATTN: Mandatory Grant Disclosures, Intake Coordinator
 330 Independence Avenue, SW
 Cohen Building, Room 5527
 Washington, DC, 20201
 Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
 Email: MandatoryGrantDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contract under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.971. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U. S. C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance accessible through SAM (currently FAPIIS) (45 CFR 75.372(b)) CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award. (45 CFR 75.373(b))



COMMISSION STAFF REPORT

December 2, 2025

MEETING DATE:

ITEM TITLE, PRESENTER: Consideration and approval of the EPA Radon Grant Program, by Mike Moulton, Public Health Interim Director

RECOMMENDATION: Approval

SUMMARY

This award provides \$5,000.00 to Local Health Districts participating in the EPA Radon Grant Program for 1 year.

Contract Period: 11/01/2025 – 10/31/2026

This funding will help support San Juan Public Health in answering residents' questions about radon, test schools, raise awareness, link residents to radon test kit resources, etc.

HISTORY/PAST ACTION

FISCAL IMPACT

The contract will provide \$5,000 for the Local Health Department to fulfill the requirements of the Radon Grant Program.



State of Utah

SPENCER J. COX
Governor

DEIDRE HENDERSON
Lieutenant Governor

Department of
Environmental Quality

Tim Davis
Executive Director

Ashley Sumner
Deputy Director

Jill Burton
Deputy Director

MEMORANDUM

TO: Executive Director's Office

THROUGH: Division Director

FROM: Eleanor Divver

DATE: 11/04/25

SUBJECT: Radon Grant for University of Utah Radon Lab

AMOUNT: \$5,000

This award is for Local Health Districts participating in the EPA Radon Grant Program. The LHD's answer residents' questions about radon, test schools, sell radon test kits, raise awareness, etc

		State Contract # _____ Assigned by the Division of Finance or Purchasing
STATE OF UTAH CONTRACT COVER SHEET		
This contract is entered into as a result of: ☐ The procurement process on Bid /RFP # _____ ☐ The procurement process on Requisition # _____ FY _____ ☐ Pre-approved sole source (approval attached) _____ ☐ Agency grant, land purchase, DAS-Purchasing delegation ☒ Contract with other state agency or political subdivision ☐ Under \$5,000 (total amount for contract period) ☐ Revenue agreement		

1. Agency Name UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY
 Agency Code 480
2. General Purpose of Contract: Funding for Radon Outreach

3. Contractor Name San Juan Public Health Dept.
4. Contract Period: Effective date 011/01/25 Termination date 10/31/26
(mm/dd/yy) (mm/dd/yy)
5. Authorized Amount: \$5,000
6. Vendor # 06866HL
7. Commodity Code(s) 92535

COMMENTS:

This contract agreement is based on pass-through funding from EPA for Local Health Districts to train and provide a Radon Coordinator to answer questions about radon in their District and increase Radon Awareness.

UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY
CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT

	LEGAL STATUS OF CONTRACTOR: LG ☒ State or Local Government CU ☐ College or University NP ☐ Non-Profit Corporation CC ☐ For-Profit Corporation OT ☐ Other
DEPARTMENT OF ENVIRONMENTAL QUALITY INFORMATION: Division: <u>Executive Directors Office</u> Office: <u>Radon Program - 4th floor</u>	NAME OF CONTRACT: <u>Radon Grant</u> Name of Contractor: <u>San Juan Public Health Department</u> Address: <u>735 South 200 West #2</u> <u>Blanding, UT 84511</u> DUNS # (if applicable) _____

CONTRACT PROVISIONS: (Select 1 or 2; select 3 if applicable)

- ☐ 1. Vendor Contract - Contractor provides goods or services.
- ☐ Standard Terms and Conditions used as Attachment A in Contract.
☐ Other approved provisions used as Attachment A in Contract.
- ☒ 2. Subrecipient Contract - Contractor carries out grant program.

- X ☐ Standard Terms and Conditions used as Attachment A in Contract and
DEQ Subaward Terms and Conditions used as additional attachment.
- ☐ Other approved provisions used as additional attachment.

Source of Funds:

Contract Allocation Sheet											Total
							FFY _____		FFY _____		
State/Federal Source %	CFDA #	Fnd	Agy	Unit	Appr Unit	Obj	Prog/Func	Amount	Prog/Func	Amount	
	66.605	1000	480	1470	NAC	7503	1RD26	5000			5000
Totals											5000

CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT



Contract # _____

STATE OF UTAH CONTRACT

1. **CONTRACTING PARTIES:** This contract is between the following agency of the State of Utah:
 Department Name: Utah Department of Environmental Quality Agency Code: 480
 Division Name: Executive Director's Office, referred to as the State Entity, and the following Contractor:

San Juan Health Department			LEGAL STATUS OF CONTRACTOR ☐ Sole Proprietor ☐ Non-Profit Corporation ☐ For-Profit Corporation ☐ Partnership ☐ Government Agency ☒	
Name				
735 South 200 West #2				
Address				
Blanding	UT	84511		
City	State	Zip		

Contact Person: Dennis Shumway Phone # 435.587.3838 Email: dshumway@sanjuancountyut.gov
 Vendor # 06866HL Commodity Code # 92535

2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to provide: Radon Awareness Funding
3. **PROCUREMENT:** This contract is entered into as a result of the procurement process on RX# _____, FY _____, Bid# _____, or other method: _____.
4. **CONTRACT PERIOD:** Effective Date: 11/1/25 Termination Date: 10/31/26 unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): _____.
5. **CONTRACT COSTS:** CONTRACTOR will be paid a maximum of \$5,000_____ for costs authorized by this contract. Prompt Payment Discount (if any): _____. Additional information regarding costs: _____.
6. **ATTACHMENT A:** State of Utah Standard Terms and Conditions for ☐ Goods or ☒ Services
ATTACHMENT B & C: Radon Grant Accomplishments 24 & Grant Proposal 25
ATTACHMENT C: Subaward Terms and Conditions
Any conflicts between Attachment A and the other Attachments will be resolved in favor of Attachment A.
7. **DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:**
 a. All other governmental laws, regulations, or actions applicable to the goods and/or services authorized by this contract.
 b. Utah State Procurement Code, Procurement Rules, and Contractor's response to Bid # _____ dated _____.
8. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the parties and enforceable in accordance with its terms. Further, that contractor is registered with the Utah Department of Commerce and is in good standing.
 The parties sign and cause this contract to be executed. This contract is not fully executed until the State of Utah Approving Authorities have signed this contract.

CONTRACTOR**STATE**

San Juan Public Health Dept.		Utah	
Contractor's signature	Date	Agency's signature	Date
Type or Print Name and Title			

STATE OF UTAH APPROVING AUTHORITIES			Item 15.
Director, Division of Finance	Date		

Eleanor Divver	801-536-0091	edivver@utah.gov
Agency Contact Person	Telephone Number	Email

(Revision 05 June 2022)

DEPARTMENT OF ENVIRONMENTAL QUALITY MODIFIED

ATTACHMENT A: STATE OF UTAH AGENCY STANDARD TERMS AND CONDITIONS FOR GOODS AND/OR SERVICES

These terms and conditions may only be used when both parties are government entities or political subdivisions as defined in the Utah Government Immunity Act.

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a) **"Confidential Information"** means information that is deemed as confidential under applicable state and federal laws, and personal data as defined in Utah Code 63A-19-101. The State Entity reserves the right to identify, during and after this Contract, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
 - b) **"Contract"** means the Contract Signature Page(s), including all referenced attachments and documents incorporated by reference. The term "Contract" shall include any purchase orders that result from this Contract.
 - c) **"Contract Signature Page(s)"** means the State of Utah cover page(s) that the State Entity and Contractor signed.
 - d) **"Contractor"** means the individual or entity delivering the Procurement Item identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners.
 - e) **"Custom Deliverable"** means the Work Product that Contractor is required to deliver to the State Entity under this Contract.
 - f) **"Federal Grant"** means a source of funding from the federal government that forms all or part of the basis for the State Entity's funding for the Contract.
 - g) **"Goods"** means all types of tangible personal property, including but not limited to materials, supplies, Custom Deliverable, and equipment that Contractor is required to deliver to the State Entity under this Contract.
 - h) **"Procurement Item"** means Goods, a supply, Services, Custom Deliverable, construction, or technology that Contractor is required to deliver to the State Entity under this Contract.
 - i) **"Response"** means the Contractor's bid, proposals, quote, or any other document used by the Contractor to respond to the State Entity's Solicitation.
 - j) **"Services"** means the furnishing of labor, time, or effort by Contractor pursuant to this Contract. Services include those professional services identified in Section 63G-6a-103 of the Utah Procurement Code
 - k) **"Solicitation"** means an invitation for bids, request for proposals, notice of a sole source procurement, request for statement of qualifications, request for information, or any document used to obtain bids, proposals, pricing, qualifications, or information for the purpose of entering into this Contract.
 - l) **"State Entity"** means the department, division, office, bureau, agency, or other organization identified on the Contract Signature Page(s).
 - m) **"State of Utah"** means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
 - n) **"Subcontractors"** means a person under contract with a contractor or another subcontractor to provide services or labor for design or construction, including a trade contractor or specialty contractor.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Contractor and all Procurement Items delivered and/or performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements. If this Contract is funded by federal funds, either in whole or in part, then any federal regulation related to the federal funding, including CFR Appendix II to Part 200, will supersede this Attachment A.
4. **RECORDS ADMINISTRATION:** Contractor shall maintain or supervise the maintenance of all records necessary to properly account for Contractor's performance and the payments made by the State Entity to Contractor under this Contract. These records shall be retained by Contractor for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Contractor agrees to allow, at no additional cost, the State of Utah, federal auditors, State Entity staff, or their designees, access to all such records during normal business hours and to allow interviews of any employees or others who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Contract.
5. **PERMITS:** If necessary Contractor shall procure and pay for all permits, licenses, and approvals necessary for the execution of this Contract.
6. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** INTENTIONALLY DELETED
7. **CONFLICT OF INTEREST:** INTENTIONALLY DELETED
8. **INDEPENDENT CONTRACTOR:** Contractor and Subcontractors, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State Entity or the State of Utah.
9. **CONTRACTOR RESPONSIBILITY:** Contractor is solely responsible for fulfilling the contract, with responsibility for all Procurement Items delivered and/or performed as stated in this Contract. Contractor shall be the sole point of contact

regarding all contractual matters. Contractor must incorporate Contractor's responsibilities under this Contract into subcontract with its Subcontractors that will provide the Procurement Item(s) to the State Entity under this Contract. Moreover, Contractor is responsible for its Subcontractors compliance under this Contract.

Item 15.

10. **INDEMNITY:** Both parties to this agreement are Utah governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
11. **EMPLOYMENT PRACTICES:** Contractor agrees to abide by the following federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e), which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90, which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order 2019-1, dated February 5, 2019, which prohibits unlawful harassment in the workplace. Contractor further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Contractor's employees.
12. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the Scope of Work of this Contract and is within the scope/purpose of the original solicitation for which this Contract was derived. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
13. **DEBARMENT:** Contractor certifies that it is not presently nor has ever been debarred, suspended, proposed for debarment, or declared ineligible by any governmental department or agency, whether international, national, state, or local. Contractor must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
14. **TERMINATION:** This Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and subject to the remedies below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by the either party, upon thirty (30) days written termination notice being given to the the other party. The State Entity and the Contractor may terminate this Contract, in whole or in part, at any time, by mutual agreement in writing.

On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved and conforming Procurement Items ordered prior to date of termination. In no event shall the State Entity be liable to the Contractor for compensation for any Good neither requested nor accepted by the State Entity. In no event shall the State Entity's exercise of its right to terminate this Contract for convenience relieve the Contractor of any liability to the State Entity for any damages or claims arising under this Contract.

15. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** This Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph includes, but is not limited to a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor. Such termination shall become effective thirty (30) days after written notice by the State Agency delivered to the Contractor, except such termination shall be effective immediately upon notice if the underlying Federal Grant is terminated without notice to the State Entity.

If a written notice is delivered under this section, the State Entity will reimburse Contractor for the Procurement Item(s) properly ordered and/or services properly performed until the effective date of said notice. The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.

16. **SALES TAX EXEMPTION:** The Procurement Item(s) under this Contract will be paid for from the State Entity's funds and used in the exercise of the State Entity's essential functions as a State of Utah entity. Upon request, the State Entity will provide Contractor with its sales tax exemption number. It is Contractor's responsibility to request the State Entity's sales tax exemption number. It also is Contractor's sole responsibility to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.
17. **WARRANTY OF PROCUREMENT ITEM(S):** Contractor warrants, represents and conveys full ownership and clear title, free of all liens and encumbrances, to the Procurement Item(s) delivered to the State Entity under this Contract. Contractor warrants for a period of one (1) year that: (i) the Procurement Item(s) perform according to all specific claims that Contractor made in its Response; (ii) the Procurement Item(s) are suitable for the ordinary purposes for which such Procurement Item(s) are used; (iii) the Procurement Item(s) are suitable for any special purposes identified in the Contractor's Response; (iv) the Procurement Item(s) are designed and manufactured in a commercially reasonable manner; (v) the Procurement Item(s) are manufactured and in all other respects create no harm to persons or property; and (vi) the Procurement Item(s) are free of defects. Unless otherwise specified, all Procurement Item(s) provided shall be new and unused of the latest model or design.

Remedies available to the State Entity under this section are limited to the following: Contractor will repair or replace Procurement Item(s) at no charge to the State Entity within a reasonable time of any written notification informing Contractor of the Procurement Item(s) not performing as required under this Contract. If the repaired and/or replaced Procurement Item(s) prove to be inadequate, or fail its essential purpose, Contractor will refund the full amount of any payments that have been made.

18. **CONTRACTOR'S INSURANCE RESPONSIBILITY:** INTENTIONALLY DELETED

19. **RESERVED.**

Item 15.

20. **PUBLIC INFORMATION:** Contractor agrees that this Contract, related purchase orders, related pricing documents, and invoices will be public documents and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract, related sales orders, related pricing documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Contractor and expressly approved by the State of Utah Division of Purchasing and General Services, Contractor also agrees that the Contractor's Response will be a public document, and copies may be given to the public as permitted under GRAMA. The State Entity and the State of Utah are not obligated to inform Contractor of any GRAMA requests for disclosure of this Contract, related purchase orders, related pricing documents, or invoices.

21. **DELIVERY:** All deliveries under this Contract will be F.O.B. Destination Freight Prepaid and Allowed, unless specifically negotiated otherwise and explicitly written in this contract, with all transportation and handling charges paid for by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State Entity, except as to latent defects or fraud. Contractor shall strictly adhere to the delivery and completion schedules specified in this Contract.

22. **ACCEPTANCE AND REJECTION:** The State Entity shall have thirty (30) days after delivery of the Procurement Item(s) to perform an inspection of the Procurement Item(s) to determine whether the Procurement Item(s) conform to the standards specified in the Solicitation and this Contract prior to acceptance of the Procurement Item(s) by the State Entity.

If Contractor delivers nonconforming Procurement Item(s), the State Entity may, at its option and at Contractor's expense: (i) return the Procurement Item(s) for a full refund; or (ii) require Contractor to promptly correct or replace the nonconforming Procurement Item(s). Contractor shall not redeliver corrected or rejected Procurement Item(s) without: first, disclosing the former rejection or requirement for correction; and second, obtaining written consent of the State Entity to redeliver the corrected Procurement Item(s). Repair, replacement, and other correction and redelivery shall be subject to the terms of this Contract.

23. **INVOICING:** Contractor will submit invoices within thirty (30) days of the delivery date of the Procurement Item(s) to the State Entity. The contract number shall be listed on all invoices, freight tickets, and correspondence relating to this Contract. The prices paid by the State Entity will be those prices listed in this Contract, unless Contractor offers a prompt payment discount within its Response or on its invoice. The State Entity has the right to adjust or return any invoice reflecting incorrect pricing.

24. **PAYMENT:** Payments are to be made within thirty (30) days after a correct invoice is received, except that final payment for Contracts funded by Federal Grants terminated by the federal government without notice to the State Entity as described in Paragraph 15 will be made under the payment procedures applicable to the Federal Grant. All payments to Contractor will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). Except for final payments under terminated Federal Grants described above, if payment has not been made after sixty (60) days from the date a correct invoice is received by the State Entity, then interest may be added by Contractor as prescribed in the Utah Prompt Payment Act. The acceptance by Contractor of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Contractor. The State Entity's payment for the Procurement Item(s) and/or services shall not be deemed an acceptance of the Procurement Item(s) and is without prejudice to any and all claims that the State Entity or the State of Utah may have against Contractor. The State of Utah and the State Entity will not allow the Contractor to charge end users electronic payment fees of any kind.

25. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** INTENTIONALLY DELETED

26. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Contractor each recognizes that each has no right, title, or interest, proprietary or otherwise, in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All Procurement Item(s), documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Contractor prior to the execution of this Contract, but specifically manufactured under this Contract shall be considered work made for hire, and Contractor shall transfer any ownership claim to the State Entity. Contractor shall have the right to publish, upon prior written approval of the State Entity which may not unreasonably be withheld, the results of the project.

27. **OWNERSHIP IN CUSTOM DELIVERABLES:** INTENTIONALLY DELETED

28. **ASSIGNMENT:** Contractor may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.

29. **REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Contractor in default of this Contract: (i) Contractor's non-performance of its contractual requirements and obligations under this Contract; or (ii) Contractor's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains after Contractor has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Contractor under this Contract for Procurement Item(s) that do not conform to this Contract.

30. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, act of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after

determining such delay will prevent successful performance of this Contract.

31. **CONFIDENTIALITY:** If Contractor has access to or processes Confidential Information, Contractor shall: (i) advise all agents, officers, employees, partners, and Subcontractors of the obligations set forth in this Contract; (ii) keep all Confidential Information strictly confidential; and (iii) comply with any requirements contained in the contract regarding permitted uses and disclosures of personal data, measures designed to safeguard personal data, and the destruction of personal data. Contractor will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information, including any data breaches, in accordance with UCA 63A-19 Government Data Privacy Act. In Accordance with UCA 63A-19, Contractor must comply with all the same requirements regarding personal data as the State.

Item 15.

Written Confidential Information shall be clearly marked as "confidential." If certain Confidential Information has not been reduced to written form at the time of disclosure by the State Entity, then such orally disclosed information shall be protected by the Contractor as Confidential Information, provided that the State Entity shall: (i) provide a statement to the Contractor that the oral information shall be protected under this Agreement; and (ii) within thirty (30) days of such disclosure, reduce to writing a summary of the orally disclosed Confidential Information.

Contractor shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Contractor shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Contractor or anyone for whom the Contractor is liable.

Upon termination or expiration of this Contract, Contractor will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

32. **PUBLICITY:** Contractor shall submit to the State Entity for written approval all advertising and publicity matters relating to this Contract. It is within the State Entity's sole discretion whether to provide approval, which approval must be in writing.
33. **WORK ON STATE OF UTAH OR ELIGIBLE USER PREMISES:** Contractor shall ensure that personnel working on State of Utah premises shall: (i) abide by all of the rules, regulations, and policies of the premises; (ii) remain in authorized areas; (iii) follow all instructions; and (iv) be subject to a background check, prior to entering the premises. The State of Utah or Eligible User may remove any individual for a violation hereunder.
34. **CONTRACT INFORMATION:** INTENTIONALLY DELETED
35. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
36. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Contractor's responsibilities under this Contract, but not terminate this Contract, this will be done by formal written notice pursuant to the terms of this Contract. Contractor's responsibilities may be reinstated upon advance formal written notice from the State Entity.
37. **CHANGES IN SCOPE:** Any changes in the scope of the Procurement Item(s) to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of the Procurement Item(s).
38. **PROCUREMENT ETHICS:** Contractor understands that a person who is interested in any way in the sale of any, Procurement Item(s), supplies, , construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan, reward, or any promise thereof to any person acting as a procurement officer on behalf of the State of Utah, or to any person in any official capacity who participates in the procurement of such Procurement Item(s), supplies, , construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization.
39. **ATTORNEY'S FEES:** INTENTIONALLY DELETED
40. **TRAVEL COSTS:** If travel expenses are permitted by the Solicitation, then all travel costs associated with the delivery of Procurement Item(s) under this Contract will be paid according to the rules and per diem rates found in the Utah Administrative Code R25-7. Invoices containing travel costs outside of these rates will be returned to Contractor for correction.
41. **DISPUTE RESOLUTION:** INTENTIONALLY DELETED
42. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Contractor's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Contractor or limit the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.
43. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract or defect in the Procurement Item(s) that has not been cured, or of any of the following clauses, including: Governing Law and Venue, Laws and Regulations, Records Administration, Remedies, Dispute Resolution, Indemnity, Newly Manufactured, Indemnification Relating to Intellectual Property, Warranty of Procurement Item(s), Insurance.
44. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
45. **ERRORS AND OMISSIONS:** Contractor shall not take advantage of any errors and/or omissions in this Contract. The Contractor must promptly notify the State of any errors and/or omissions that are discovered.

46. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any other prior and contemporaneous agreements and understandings between the parties, whether oral or written.
47. **ANTI-BOYCOTT ACTIONS:** In accordance with Utah Code 63G-27 et seq., Contractor certifies that it is not currently engaged in any "economic boycott" nor a "boycott of the State of Israel" as those terms are defined in Section 63G-27-102. Contractor further certifies that it has read and understands 63G-27 et. seq., that it will not engage in any such boycott action during the term of this Contract, and that if it does, it shall promptly notify the State in writing.
48. **TIME IS OF THE ESSENCE:** The Procurement Item(s) shall be completed by any applicable deadline stated in this Contract. For all Procurement Item(s), time is of the essence. Contractor shall be liable for all reasonable damages to the State Entity, the State of Utah, and anyone for whom the State of Utah may be liable as a result of Contractor's failure to timely perform the Procurement Item(s) required under this Contract.
49. **PERFORMANCE EVALUATION:** The State Entity may conduct a performance evaluation of Contractor's Procurement Item(s), including Contractor's Subcontractors. Results of any evaluation may be made available to Contractor upon request.
50. **STANDARD OF CARE:** The Procurement Item(s) of Contractor and its Subcontractors shall be performed in accordance with the standard of care exercised by licensed members of their respective professions having regular experience providing similar Procurement Item(s) which similarities include the type, magnitude, and complexity of the Procurement Item(s) that are the subject of this Contract. Contractor shall be liable to the State Entity and the State of Utah for claims, liabilities, additional burdens, penalties, damages, or third-party claims (e.g., another Contractor's claim against the State of Utah), to the extent caused by wrongful acts, errors, or omissions that do not meet this standard of care.
51. **REVIEWS:** The State Entity reserves the right to perform plan checks, plan reviews, other reviews, and/or comment upon the Procurement Item(s) of Contractor. Such reviews do not waive the requirement of Contractor to meet all of the terms and conditions of this Contract.
52. **Restricted Foreign Entities and Forced Labor:** In accordance with Utah law, Contractors contracting with the State certify that they are not providing a "forced labor product" as defined in Utah Code 63G-6a-121. If the Contractor is providing technology or technology services, networks, or systems, the Contractor certifies that the aforementioned does not come from a "restricted foreign entity," as also defined in UCA 63G-6a-121.

Item 15.

(Revision Date: 9/11/2025)



Mike Moulton
Interim Executive Director / Health Officer

Dennis Shumway
Environmental Health Director

Rebecca Benally, MEd
Health Promotion & Education Director

Item 15.

Michael Nielson, DO
Medical Director

2025 Radon Accomplishments for San Juan Public Health Department:

The San Juan County Public Health Department promoted radon testing and guided concerned residents on how to obtain free test kits. Radon awareness has been actively promoted during public interaction, during routine environmental health inspections, and phone conversations from concerned citizens.

2026 Radon Plan:

- **Radon Testing in Schools:** Partnering with DEQ in radon testing of schools within San Juan County School District
- **Continue Test Kit Promotion:** Ongoing collaboration with state radon programs to promote testing and data collection
- **Local Advertising and Outreach:** Utilizing grant funding for targeted radon awareness campaigns
- **Radon Continuous Monitor:** Potential purchase of a continuous radon monitor

2026 Funding Request:

San Juan Public Health Department requests \$5,000 in funding to support 2026 radon initiatives.

ATTACHMENT C**SUBAWARD TERMS AND CONDITIONS**

This contract is a subaward from Federal funds. You are responsible to comply with the following Federal requirements as applicable.

TO BE FILLED OUT BY ENVIRONMENTAL QUALITY:

Federal Agency Environmental Protection Agency
 Project Title Performance Partnership Grant Assistance Program (ALN ##.###) 66.605
 Award Name Radon Grant Award # BG99847526
 Date of Award (page 1 of award, top right) 9/25/2025
 Total Federal Award Amount Obligated this action(contract)\$ 5,000
 Total of current & prior funds committed under this contract \$ 5,000
 Expected future commitments under this contract \$ 0
 Research & Development (RND) YES NO X
 Will Indirect Costs Be Charged YES NO X If yes what is the approved Rate?
 If not the 15% de-minimis rate, attach a copy of the federally approved negotiated rate.

TO BE FILLED OUT BY CONTRACTOR:

SUBRECIPIENT NAME San Juan Public Health Department
 ZIP + 4 84511
 Unique Entity ID (UEI - replaced DUNS#) WCVABP2FEVA2
 The subrecipient's "unique entity identifier" in SAM. This identifier is required for registering in SAM and by 2 CFR Part 25 and 2 CFR 200.332(a)(1). Additional information on registering in SAM is available at the SAM Internet site: <https://www.sam.gov/SAM/> .

In the preceding fiscal year were your annual Federal revenues:

greater than \$30,000,000? YES ☐ NO ☒ X

greater than 80% of your total revenue? YES ☐ NO ☒ X

If you answer yes to both of these questions, please see section #7 under Contractor Requirements, EPA General Terms and Conditions, term 15.3. for further guidance.

Contractor Requirements as Applicable:

1. Title VI of the Civil Rights Act and other Federal statutes and regulations prohibiting discrimination in Federal financial assistance programs, as applicable.
2. Reporting Subawards and Executive Compensation under Federal Funding Accountability and Transparency Act (FFATA) set forth in General Condition of the pass-through entity's agreement with EPA entitled **"Reporting Subawards and Executive Compensation."**
3. Limitations on individual consultant fees as set forth in General Condition [2 CFR 1500.10](#) and the General Condition of the pass-through entity's agreement with EPA entitled

“Consultant Fee Cap.”

4. EPA’s prohibition on paying management fees as set forth in General Condition of the pass-through entity’s agreement with EPA entitled “**Management Fees.**”
5. The Procurement Standards in [2 CFR Part 200](#) including those requiring competition when the subrecipient acquires goods and services from contractors (including consultants) and Domestic preferences for procurements at [2 CFR 200.322](#).
6. For states and other public recipients, a provision ensuring that subawards are not conditioned in a manner that would disadvantage applicants for subawards based on their religious character.
7. Comply with the applicable EPA General Terms and Conditions at the following link: <https://www.epa.gov/grants/grant-terms-and-conditions>.

8. Nondiscrimination Laws and Social Policies

The requirements described in this section, when applicable, apply to the organization receiving EPA financial assistance itself, rather than the project receiving EPA funding. Most EPA financial assistance recipients and subrecipients are subject to the laws and policies described below. As provided in 2 CFR 200.300, the general terms and conditions of EPA grants implement these requirements. This list of nondiscrimination and social policy requirements is for informational purposes only and is not intended to provide guidance on compliance in the context of a particular EPA assistance agreement. If it appears that one or more of these requirements may apply, pass-through entities should consult with their EPA Project Officer for advice.

- **Non-Discrimination Laws**

Title VI of the Civil Rights Act of 1964, Section 13 of the Federal Water Pollution Control Act Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, The Age Discrimination Act of 1975. These four laws prohibit discrimination in the provision of services or benefits, on the basis of race, color, national origin, sex, disability or age, in programs or activities receiving federal financial assistance.

Pursuant to EPA’s regulations on “*Nondiscrimination in Programs receiving Federal Assistance from the Environmental Protection Agency*,” in [40 CFR Part 5](#) and [40 CFR Part: 7](#) the pass-through entity must agree, and require all subrecipients to agree, not to discriminate on the basis of race, color, national origin, sex, disability or age. The fact that the regulations do not address discrimination on the basis of age *does not* exempt recipients from compliance with the later-enacted Age Discrimination Act.

- **Disadvantaged Business Enterprises**

EPA regulations at [40 CFR Part 33](#), “[Participation by Disadvantaged Business Enterprises in](#)

[U.S. Environmental Protection Agency Programs](#)” set forth requirements for making good faith efforts to ensure that Disadvantaged Business Enterprises, including Minority Business Enterprises and Women’s Business Enterprises receive a fair share of contracts awarded with funds provided by EPA financial assistance agreements. These requirements apply to subrecipients in accordance with [40 CFR 33.102](#) and the definition of “Recipient” in [40 CFR 33.103](#).

- **Consultation with State and Local Officials**

The Demonstration Cities and Metropolitan Development Act and the Intergovernmental Cooperation Act instructed federal agencies to consult with local officials to ensure smoother coordination of their assistance programs and to ensure that projects funded under federal programs are consistent with local planning requirements. Similarly, Executive Order 12372 as amended (1983) established procedures for intergovernmental review of federal financial assistance projects. EPA has implemented these requirements in [40 CFR Part 29](#).

EPA financial assistance programs subject to intergovernmental review may be found at: <https://www.epa.gov/grants/epa-financial-assistance-programs-subject-executive-order-12372-and-section-204-demonstration>. Executive Order 12372 exempts tribal programs from intergovernmental review.

If intergovernmental review is required, and neither EPA nor the pass-through entity complied with [40 CFR Part 29](#) prior to award because the location of subaward projects had not been determined, the pass-through entity must comply with intergovernmental review requirements after award. Intergovernmental review requirements vary among the states. As provided at [40 CFR 29.9\(d\)](#) if a state does not have a single point of contact for intergovernmental review, the recipient must offer directly affected State, area-wide, regional and local officials an opportunity to comment on the subrecipient’s proposed project.

- **Clean Air Act and Clean Water Act**

Section 306 of the Clean Air Act (CAA) and section 508 of the Clean Water Act (CWA), as implemented by Executive Order 11738 (1973), prohibit performance of Federal assistance agreements at facilities disqualified due to certain violations of the CAA or CWA. Disqualified facilities are listed in the [System for Award Management](#). Pass-through entities must ensure that subrecipients are not disqualified and that they are aware of the requirement to check SAM, to determine if facilities that will be used to perform contracts or subawards are listed in SAM.

9. Financial Management Policies

These policies apply to transactions financed by EPA financial assistance funds and apply to both pass-through entities and subrecipients on the basis of either regulatory requirement or the [General Terms and Conditions](#) (T&C) of the pass-through entity’s agreement with EPA. Pass-through entities should consult with their EPA Project Officer for advice if they have questions regarding how these policies apply to a particular subaward.

- **Federal Funding Accountability and Transparency Act**

As set forth in the General Condition of the pass-through entity’s agreement with EPA entitled

“Reporting Subawards and Executive Compensation” the pass-through entity must ensure that subrecipients comply with Federal Funding Accountability and Transparency Act (FFATA) reporting requirements. Pass-through entities may use the terms of their subaward agreement or other effective means to meet their responsibilities.

- **Suspension and Debarment**

The pass-through entities responsibilities are described at [2 CFR Part 180, Subpart C](#) and the “Debarment and Suspension” T&C of the pass-through entity’s agreement with EPA. These requirements, which include checking [SAM](#) to ensure that potential contractors, subrecipients and their principals and agents are not suspended, debarred or otherwise ineligible to participate in Federal assistance programs also apply to subrecipients. It is important to note that in addition to being precluded from all first tier contracts and all contracts requiring EPA approval in accordance with [2 CFR 180.220](#) under [2 CFR 1532.220](#) suspended or debarred parties may not receive EPA funded contracts in excess of \$25,000 at any tier. Also, at [2 CFR 1532.995](#) EPA has identified activities that suspended or debarred parties may not perform as a “Principal” in EPA financial assistance agreements and subawards.

- **Limits on Fees Charged by Individual Consultants**

EPA’s Fiscal Year 2009 Appropriation Act (Pub. L. 111-8) restricts the amount of EPA financial assistance that recipients may use to compensate individual consultants. EPA implements this requirement at [2 CFR 1500.10\(a\)](#) and the “Consultant Cap” T&C. Pass-through entities must ensure that subrecipients comply with the limitation on compensation for individual consultants through the terms of their subaward agreements or another effective means. Additional information regarding when the consultant fee limit applies is available in the [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#) and the [Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#).

- **Management Fees**

EPA policy prohibits recipients and subrecipients from charging management fees or making similar arrangements to receive EPA financial assistance in excess of direct or Federally approved indirect cost rates. This prohibition is implemented by the Management Fees T&C. Pass-through entities must ensure that subrecipients comply with this requirement through the terms of their subaward agreements or another effective means.

- **New Restrictions on Lobbying, 40 CFR Part 34**

All recipients of EPA funds, including subrecipients, are subject to the requirements in 40 CFR Part 34. For example, pass-through entities must ensure that subawards in excess of \$100,000 require that subrecipients submit certification and disclosure forms required by [40 CFR 34.110](#) and the “Lobbying and Litigation” Term and Condition.

- **Uniform Grant Guidance Requirements (UGG)**

Subrecipients must comply with [2 CFR Part 200](#) requirements including, but not limited to, when they award procurement contracts, make subawards, and incur other costs borne by EPA financial assistance. Pass-through entities must ensure that subrecipients comply with this requirement through the terms of their subaward agreements or another effective means.

- **Build America, Buy America Act**

Pass-through entities must ensure subrecipients comply with the Buy America sourcing requirements under the Build America, Buy America (BABA) provisions of the [Infrastructure Investment and Jobs Act](#) (IIJA) (P.L. 117-58, §§70911-70917). The BABA requirements apply to expenditures for projects for which funds have been obligated on or after May 14, 2022 under a Federal financial assistance program for infrastructure, unless the expenditures are subject to an EPA-approved waiver. The BABA provisions require that all of the iron, steel, manufactured products, and construction materials used in these projects be produced in the United States. The BABA sourcing requirements apply to an entire infrastructure project, even if it is funded by both Federal and non-federal funds under one or more awards.

Pass-through entities and subrecipients must implement these requirements in their procurements, and these requirements must be included in the terms of all subawards and contracts at any tier. For descriptions of general applicability waivers, legal definitions and sourcing requirements, pass-through entities and subrecipients must consult EPA's [BABA website](#).

When supported by a rationale provided in Section 70914 of the IIJA, pass-through entities and/or sub-recipients, as appropriate, may submit a project-specific waiver to EPA. Guidance on the submission instructions of an EPA waiver request will be available on the EPA [BABA website](#). A list of approved EPA waivers is available on the EPA [BABA website](#).

10. Environmental Authorities

These requirements typically apply when an EPA funded project involves construction, remediation of contamination in water, soil, or buildings, and similar activities which alter the physical environment. Other environmental laws may apply to a project independent of EPA funding. Financial assistance for research, training, technical assistance and related outreach, environmental education, program operations, or installation of pollution control equipment on vehicles or vessels, are generally not affected by these requirements. Note that this list of environmental authorities is for informational purposes only and is not intended to provide guidance on compliance in the context of a particular EPA assistance agreement. If it appears that one or more of these requirements may apply, pass-through entities should consult with their EPA Project Officer for advice.

- **National Environmental Policy Act**

Where applicable, the National Environmental Policy Act (NEPA) requires federal agencies to conduct an environmental review of their proposed actions, with a view toward ensuring informed decision-making and public input. EPA's NEPA regulations are at [40 CFR Part 6](#), and note that certain EPA actions are exempt from NEPA. Pass-through entities and subrecipients may be required to assist EPA with NEPA compliance, where appropriate.

- **National Historic Preservation Act**

Section 106 of the NHPA requires federal agencies to take into account the effects of their undertakings on historic properties and to provide the Advisory Council on Historic Preservation (ACHP) a reasonable opportunity to comment on such undertakings. Under the ACHP's regulations, consultations generally occur in the first instance with state and/or tribal historic

preservation officials, with direct ACHP involvement in certain cases. EPA funded projects with the potential to affect historic properties – *i.e.*, properties listed in or eligible for listing in the National Register of Historic Places – may implicate this statute. This may include, for instance, EPA-funded projects that involve alteration of structures (*e.g.*, asbestos abatement) that are historic properties or construction/remediation on culturally sensitive lands. Pass-through entities should work with their Project Officer to ensure that subrecipients are available to work with EPA on any required consultation process with the State or Tribal Historic Preservation Office prior to commencing the project to ensure compliance with section 106 of the NHPA.

- **Archeological and Historic Preservation Act**

This law applies if archeologically significant artifacts or similar items are discovered after an EPA funded construction project has begun, and compliance may be coordinated with the NHPA, discussed above. The AHPA requires federal agencies to identify relics, specimens, and other forms of scientific, prehistorical, historical, or archaeological data that may be lost during the construction of federally sponsored projects to ensure that these resources are not inadvertently transferred, sold, demolished or substantially altered, or allowed to deteriorate significantly. Pass-through entities must ensure that subrecipients performing construction projects are aware of this requirement and pass-through entities must notify EPA if the AHPA is triggered.

- **Farmland Protection Policy Act**

This statute requires EPA to use criteria developed by the Natural Resources Conservation Service (NRCS) to identify the potential adverse effects of Federal programs on farmland and its conversion to nonagricultural uses, to mitigate these effects, and to ensure that programs are carried out in a manner that is compatible with the farmland preservation policies of state and local governments, and private organizations. Pass-through entities and their subrecipients may need to work with EPA or NRCS, as appropriate, to ensure compliance.

- **Coastal Zone Management Act**

This statute requires EPA to ensure that Agency funded activities in coastal areas are consistent with state coastal zone management plans that have been approved by the Department of Commerce. Pass-through entities and subrecipients should consult directly with the state Coastal Zone Management agency during the planning stages to ensure that the EPA funded project will be consistent with the state's coastal zone management plan.

- **Coastal Barriers Resources Act**

This statute restricts federal financial assistance that would encourage development in the Coastal Barriers Resources System, a collection of undeveloped and ecologically sensitive barrier formations along the Atlantic and Gulf Coasts of the United States, and the shore areas of the Great Lakes, and adjacent wetlands, marshes, estuaries, inlets, and near-shore waters. During the planning phase of a proposed project located in the Coastal Barriers Resources System, pass-through entities and subrecipients should consult with the state Coastal Zone Management agency to determine whether a proposed project will have an effect on the system, and if so, the alternative sites or mitigating measures that must be incorporated in the project's design.

- **Wild and Scenic Rivers Act**

This statute prohibits federal assistance for water resource projects that would have direct and adverse effects on, invade, or unreasonably diminish, the special values of a congressionally designated wild and scenic river. Pass-through entities and subrecipients should consult with appropriate state or federal (National Park Service or Bureau of Land Management) agency to determine whether the project or any alternatives under consideration may affect a designated river.

- **Endangered Species Act (ESA)**

This statute requires Federal agencies to ensure that their activities are not likely to jeopardize endangered species, adversely modify designated critical habitats, or incidentally take (injure or kill) endangered animals without authorization, in consultation with the appropriate federal wildlife agency (the U.S. Fish and Wildlife Service or National Marine Fisheries Service) as described in [50 CFR Part 402](#). The ESA consultation process is triggered when an action “may affect” ESA-protected species or critical habitat.

Pass-through entities and subrecipients should coordinate with EPA to ensure consultation occurs where appropriate.”

- **Magnuson-Stevens Fisheries Conservation and Management Act**

Magnuson-Stevens Fisheries Conservation and Management Act as amended by The Sustainable Fisheries Act of 1996 is intended to manage and conserve Essential Fish Habitats (EFH). The National Marine Fisheries Service (NMFS) administers the Act. Pass-through entities and subrecipients must coordinate with NMFS to determine whether a proposed project may adversely affect an EFH. If an action may adversely affect an EFH, the subrecipient must complete an EFH consultation with NMFS.

- **Clean Air Conformity Act**

This statute prohibits any Federal assistance for an activity within a non- attainment or maintenance area that fails to conform to an applicable State Implementation Plan. Pass- through entities and subrecipients should first consult with their state air program’s web site to determine if an EPA funded activity is in a non-attainment or maintenance area. If the EPA funded activity is within a non-attainment or maintenance area the pass-through entity and subrecipient should consult with the state air program to determine conformity. Note that EPA regulations at [40 CFR 93.153](#)(c) exempt a number of activities including planning, studies, technical assistance and remediation under the Comprehensive Environmental Response, Liability and Compensation Act (CERCLA).

- **Safe Drinking Water Act**

Precludes the use of EPA financial assistance for projects that would contaminate sole source aquifers. Pass-through entities and subrecipients must contact state officials to determine whether a sole source aquifer is in the vicinity of the proposed project. If a sole source aquifer is in the project planning area, then the assistance recipient, in consultation with state ground water officials, must conduct investigations to determine if the aquifer could be contaminated by the project. If the project could potentially affect ground water supplies, the assistance recipient, in consultation with ground water officials, must elect an alternative site or devise adequate mitigating measures.

11. National Defense.

- **Never Contract with the Enemy (P.L. 113-91)**

This statute applies only to grants and cooperative agreements that are expected to exceed \$50,000 and that are performed outside the United States, including U.S. territories, and that are in support of a contingency operation in which members of the Armed Forces are actively engaged in hostilities. The “Never Contract with the Enemy” restrictions are implemented in 2 CFR Part 180. Recipients must ensure that none of the funds, including supplies and services, received under Federal grants or cooperative agreements are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

- **Prohibition using Federal funds for certain telecommunications and video surveillance services or equipment (Section 889 of P.L. 115-232).**

This statute prohibits using Federal funds to procure equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified as subject to the section 889. These entities are recorded in the [System for Award Management](#) exclusion list. Section 889 is implemented in 2 CFR 200.216 and the general terms and conditions of EPA assistance agreements. EPA recipients, subrecipients, and borrowers under EPA funded revolving loan fund programs are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services produced by entities subject to section 889 as a substantial or essential component of any system, or as critical technology as part of any system.

Memorandum of Understanding (MOU)
Southeastern Utah Downtown Alliance
&
San Juan County

This Memorandum of Understanding is entered into by and between Southeastern Utah Downtown Alliance and San Juan County (collectively known as “**Parties**”) on the date the last party signs below (“**the Effective Date**”).

RECITALS

WHEREAS, the Southeastern Utah Downtown Alliance (“**SUDA**”), is a 501(c)(3) non-profit corporation organized for the purpose of, among other things, improving the economic base of the Southeastern Utah Region by supporting local municipalities; and

WHEREAS, San Juan County, (“**County**”), is a political subdivision of the State of Utah, organized for the purpose of, among other things, encouraging economic development, creating employment opportunities, and supporting local businesses within the county; and,

WHEREAS, SUDA applied and was awarded \$50,000.00 in grant funds by the Larry H. Miller Foundation (“**LHM Grant**”) on behalf of the County in August 2025 for the purpose of providing:

1. \$25,000.00 for micro-grants to local businesses in Blanding for internal updates (e.g., equipment purchase); and
2. \$25,000.00 in 1:1 matching micro-grants for local business owners and external improvements (e.g., facade updates);
3. Hereinafter referred to as “**the Project**”; and,

WHEREAS, LHM Grant is only available to 501(c)(3) and SUDA has agreed to act and apply for funds from LHM for the County for the stated purpose and act as the applicant and agent to deliver the funds to the County;

WHEREAS, the Southeastern Regional Development Agency (SERDA) is the fiscal sponsor of the SUDA and all purchasing, invoicing, and procurement should be in alignment with SERDA’s policies and procedures.

AGREEMENT

NOW, THEREFORE, in consideration of the recitals, mutual covenants, and agreements set forth in this MOU, the Parties agree as follows:

1. Purpose of MOU. The purpose of this MOU is to facilitate the cooperation between the Parties so that they can complete the Project. To that end this MOU identifies the Parties' obligations and responsibilities as to the operation and delivery of the funds granted by LHM within San Juan County in accordance with the LHM Grant application attached hereto as "**Attachment A.**"

2. San Juan County Responsibilities.

The County shall:

- a. Maintain professional relationships, engage in professional interactions, stay in good standing with grantors to not jeopardize future opportunities for SUDA or the County to receive funding from LHM.
- b. Carry out the Project as described in Attachment A.
- c. Comply with all grant requirements, including but not limited to reporting and preparation of such reports and other documents on behalf of SUDA.
- d. County shall make all purchases and payments for the Project and invoice SUDA for reimbursement of such allowed expenses per the LHM Grant agreement.
- e. Give credit to SUDA for the partnership created through this project.

3. Southeastern Utah Downtown Alliance Responsibilities.

SUDA shall:

- a. Be the fiscal agent for the LHM Grant.
- b. Work with the County to provide true and accurate accounting records for the Project to report to LHM.
- c. Provide reports and other required documents necessary to LHM for the County in its partnership role to the LHM.
- d. SUDA shall pay all invoices within 30 days of receipt from the County for Project eligible expenses.
- e. Maintain a professional relationship and interaction in good standing with the LHM to not jeopardize future opportunities for SUDA or the County.

4. Termination of MOU.

- a. Termination for cause. In the event that any party materially breaches a term of this MOU or if it becomes apparent that a party will not be able to perform a material term of this MOU in a timely fashion, the non-breaching party shall provide a written notice of the specific breaches or potential breaches to the other party. If the party receiving notice fails to either (i) cure the breach within thirty days of receipt of the notice or (ii) provide acceptable assurance that it will be able to perform within thirty (30) days of receipt of the notice from the non-breaching party, then the non-breaching party may terminate this MOU after providing thirty (30) days written notice of the termination.
- b. Without cause. Any of the Parties may terminate their respective participation in this MOU the shorter of (i) one year after the Effective Date or (ii) the expiration of Attachment A by

providing ninety (90) days written notice to the other Parties.

5. General Provisions.

- a. The effective date of this MOU is the date the last party signs below.
- b. The Parties hereto each represent that they have lawfully entered into this MOU.
- c. The MOU shall be interpreted pursuant to the laws of the State of Utah. Any legal proceedings between SUDA and the County shall be in Price, Carbon County, Utah.
- d. This MOU may be modified or amended only in writing, any amendments shall be attached hereto and be made a part hereof.
- e. This MOU shall be binding upon the successors and assigns of each of the Parties until such time as the LHM grant funded project / scope of work is as contemplated herein.

EXECUTED THIS _____ day of _____, 2025.

[signatures on the following pages]

Southeastern Utah Downtown Alliance

Bill Winfield, Board Chair

Date

Attestation:

Signature

Name (printed)

Date

San Juan County, Utah

Silvia Stubbs, Commission Chair

Date

Attestation:

Signature

Name (printed)

Date

Local Investment for Future Thriving

2025 GO Grants and Community Support Grants

Main Street Southeastern Utah, Inc.

Mrs. Geri Gamber
P.O. Box 1106
Price, UT 84501

rraso@seualg.utah.gov
O: 435-613-0065
M: 435-215-9142

Mr. Jade Powell

P.O. Box 1106
Price, UT 84501

jpowell@seualg.utah.gov
O: 435-613-7411
M: 435-650-7411

Application Form

Application Instructions

Thank you for applying to the Larry H. & Gail Miller Family Foundation. Below is information that will assist you in completing this application.

Saving Your Work

As you work on this application, you can save your work and return to it at any time. To do so, click the "Save" button on the bottom right side of the form.

When you return, you will see your application on your dashboard. Click "Edit Application" to return to your draft.

Candid

GuideStar is now called Candid. You may use your Candid profile to help auto-populate your application. Before doing so, please be sure that your Candid profile is current.

To auto-populate, click the "Copy Candid Profile" button on the top right corner of the application form. Select which answers you would like transferred by clicking the box next to the applicable answer. When finished selecting, click the "Copy Answers" button on the bottom right of the window, and the Candid information will be pulled into the corresponding fields in the grant application.

Please note, copying answers will not overwrite any existing answers and any answers pulled from Candid to the application form can be edited and updated. If you do not have a Candid profile, you may simply answer the questions by typing your responses into the fields.

This Form Contains Logic

Please note, this form does not initially display all questions. Based on your answer to certain questions, you will be asked to provide additional information. If you print the question list for review/preparation, ALL questions will be included.

Character Counts

Our grants portal requires a set character limit on all text questions. We have set those fields at the maximum limit to provide as much flexibility as possible. **Please note, we are not requiring a 10,000 character response.**

Application Type

General Operating (GO) Grants

We recommend you apply for a GO Grant if any of the following applies:

Your request is for \$10,000 or less.

- Your nonprofit has never received a grant from the Larry H. & Gail Miller Family Foundation.
- Your nonprofit has been operational less than 24 months.
- Your nonprofit is operated by volunteers or very limited staff.

Community Support Grants

This application is more advanced and will require additional information and impact reporting. The average Community Support Grant is \$15,000 to \$20,000. Priority will be given to organizations:

That assist those who are at-risk, low-income, underserved or most vulnerable.

- That demonstrate long-term impact, organizational sustainability and a strong financial history.
- That seek funding for programs and services rather than galas/events.

If you are unsure whether you qualify for a Community Support Grant or are unsure how much to request, please contact our grants administrator, Karol Elkington, at kelkington@lhm.com.

Application Type*

Community Support Grant (\$10,001 - \$50,000)

Funding Request Information

Project Name*

The Request Name entered is a unique "identifier" for your request throughout our system. Please name your request using a few descriptive words, such as "2024 Capital Campaign" or "XYZ project." Do not use your organization's name as the Request Name.

Local Investment for Future Thriving

Request Amount*

\$50,000.00

Funding Type*

Select the appropriate funding request type below.

If this funding request is for unrestricted funding across all programs or unrestricted funding for an organization's sole project/program, please select General Support and use the Request Description field to include all relevant information for your request.

If this request is for any type of event (conference, gala, golf tournament, festival, symposium, etc.), please select the Event option.

Specific Program/Project Support (funding is restricted to a specific program or project)

Funding Platform*

The Larry H. & Gail Miller Family Foundation is dedicated to enriching lives and communities by partnering with 501(c)(3) organizations that provide services and equitable access in any of the five funding platforms below.

Please indicate the applicable primary funding platform for this request.

Jobs and Economic Self-reliance

Request Description*

Please provide one to two paragraphs explaining how you plan to use the requested funding.

The maximum character count (10,000) is available, if desired, but is not mandatory. A few paragraphs are generally all we need.

Main Street Southeastern, Inc. (MSSE) requests a \$50,000 grant to launch the Local Investment for Future Thriving (LIFT) initiative—an effort to directly boost Blanding, Utah's small business ecosystem. LIFT focuses on two main strategies: first, a \$25,000 micro-grant program to help local entrepreneurs quickly overcome key capital barriers to growth and stability. These micro-grants, ranging from \$500 to \$2,500, will help businesses purchase equipment, expand e-commerce for local and Native American artisan goods, build inventory for peak tourist season, or access essential training and certifications. Micro-grant applications will be reviewed and approved by the San Juan County Community and Economic Development board of directors.

Complementing this internal business support, the remaining \$25,000 will capitalize a facade and exterior improvement matching grant program. This proposed fund aims to maximize community impact by requiring a 1:1 match from participating business owners, effectively leveraging the requested \$25,000 investment into at least \$50,000 in direct aesthetic and functional improvements along Blanding's commercial corridors. The proposed grants aim to support high-visibility projects, including new signage, painting, window repairs, and accessibility enhancements, that enhance curb appeal while preserving the community's unique cultural heritage.

MSSE's LIFT initiative strives to create a more vibrant and welcoming environment that encourages tourists and locals to stop, shop, and dine by revitalizing the business district's appearance, thereby boosting the local economy and fostering a renewed sense of community pride.

Geographic Region(s) Served by Funding Request*

Please select the counties directly impacted by this project.

This may be different than the areas served by your organization as a whole.

If this project is outside of Utah, please select OTHER and complete the next section.

San Juan

Funding Request - Community Support Grant

Demographics*

Please provide a brief description of the demographics of the individuals who will benefit from this funding.

The LIFT initiative uniquely addresses the needs of Blanding and San Juan County's diverse, underserved residents by providing targeted support not commonly available in this frontier, economically disadvantaged region. Funds directly reach business owners and, through them, indirectly benefit employees, customers, and the wider community in ways that traditional approaches do not.

The direct beneficiaries are the small business owners and entrepreneurs of Blanding. This group reflects the unique demographic makeup of San Juan County, which is a majority-minority county with one of the highest poverty rates in the state. According to the U.S. Census Bureau data, approximately 50% of San Juan County's population identifies as American Indian or Alaska Native (primarily from the Navajo Nation and Ute Mountain Ute Tribe). The LIFT program's targeted outreach will ensure its services are accessible to this significant population of underserved entrepreneurs and artisans. The median household income in San Juan County is substantially lower than the state average, with the poverty rate nearly three times higher. Beneficiaries are typically operators of micro-enterprises (fewer than five employees) who lack access to traditional bank financing for the small-scale capital needs this grant will address. Furthermore, these entrepreneurs operate businesses critical to the local economy, including retail, food service, lodging, tourism, and creation and sale of local and cultural artisan goods.

The indirect beneficiaries include the entire community, about 15,000 county residents, and millions of annual visitors. By revitalizing the local business district through specialized, accessible support, LIFT not only secures jobs and stimulates growth but also offers benefits that conventional funding rarely delivers, enhancing quality of life and visitor experience in Blanding as a gateway to the region.

Level of Impact*

The Larry H. & Gail Miller Family Foundation recognizes the importance of all types of impact, and we support organizations who provide direct services or immediate alleviation of needs, as well as those who are working to change mindsets and systems that address root causes of an issue. Please indicate the primary level of impact addressed through your intervention.

Direct Service

Definition: Work in populations needing services, food, and/or a direct benefit to their well-being. Direct service has a clear and concrete feedback loop—you see hungry people being fed; students gaining skills through mentorship; or the clients getting legal help. Examples: soup kitchens, mentoring programs for students, legal services for community members.

Scaled Direct Service

Definition: Models that unlock efficiency and impact through well-managed logistics of an intervention or solution. Scaled direct service benefits large numbers of individuals. Examples: The Red Cross, Teen Resource Centers, or large-scale refugee resettlement programs.

Systems Change

Definition: A new model that addresses the root cause of a problem. It often involves policy change, widespread adoption of the methodology by leading organizations in a sector, and new behaviors within existing markets or ecosystems. Examples: Microcredit is a fundamentally new innovation for women to lift themselves out of poverty. Wikipedia democratizes the way information is shared online.

Framework Change

Definition: Change affecting individual mindsets at a large scale, which will ultimately change behaviors across society. Framework Change is not a specific field-level or country-level intervention but compounds the work of many individual organizations to create a paradigm shift. Examples: universal human rights, women's rights, civil rights, democracy, or the idea of social entrepreneurship.

Direct Service

Number of Individuals Benefiting from Funding*

Please provide an estimate of the number of individuals who will benefit from this funding.

20

Qualitative Impact*

We recognize that activity does not always equate impact. Please describe in one to three sentences how the individuals served by this grant will be better off.

By participating in the LIFT program, local entrepreneurs in San Juan County will gain the critical capital needed to build more stable and profitable businesses, directly improving their household financial security. Business growth will create new jobs and visibly revitalize Main Street, fostering a more vibrant and optimistic environment for all residents. Ultimately, this initiative empowers San Juan County to build a more resilient and sustainable economy rooted in its unique cultural heritage, creating a pathway to prosperity in one of Utah's most underserved regions.

Capital, Program, or Project Related Request

Project Timeline*

Brief description of project timeline.

The LIFT initiative will be executed over a 12-month period.

Total Project Cost*

Estimated total cost of this project.

\$50,000.00

Total Funding YTD*

Total funding secured year-to-date for this project.

\$0.00

Project Budget Detail*

Please upload a copy of the budget for this project.

Text space is available below for additional context. Please do not use this space to provide your detailed budget.

LHM Program Budget.pdf

The requested \$50,000 is allocated entirely to direct grants for San Juan's small businesses. All administrative and personnel costs associated with managing the LIFT initiative will be covered by Main Street Southeastern, Inc.'s existing operational budget to ensure 100% of the grant funds provide direct community impact.

Top Four Project Funders

Please list the top funders (both private and public) who have funded or committed to fund this project.

Top Four Project Funders	Name of Project Funder	Amount of Project Funded	Optional Project Funding Notes
--------------------------	------------------------	--------------------------	--------------------------------

Project Funder 1	N/A	\$0.00	This project currently does not have committed funding
Project Funder 2			
Project Funder 3			
Project Funder 4			

Jobs and Economic Self-reliance Outcome(s) and Metrics

The Larry H. & Gail Miller Family Foundation would like to understand what outcome(s) your organization is seeking to influence and how you measure your impact.

The instructions below will provide guidance on how to fill out this section.

Please select an outcome that you intend to monitor and evaluate for this initiative.

Jobs and Economic Self-reliance Outcome Options

- **Income Growth and Diversification/Economic Mobility:** Evaluates the success of programs that help individuals and families increase their income through vocational training and job placement.
- **Employment and Job Placement Rates:** Evaluates the success of job skill development programs by tracking the increase in participants' employment and job placement rates.
- **Industry Alignment:** Evaluates the extent to which the skills taught align with industry demands and workforce needs.
- **Career Advancement:** Tracks participants' progress in terms of promotions, career growth, and job mobility.
- **Affordable Childcare:** Evaluates the increase in income as a result of affordable childcare on working families.
- **Workforce Upskilling:** Measures the success of initiatives aimed at providing skill development opportunities and/or industry-recognized certifications or credentials.
- **Workforce Policy Impacts:** Evaluates the influence of funding or involvement on shaping workforce-related policies at a local, regional, or national level.
- **Workforce Development:** Measures the number of new jobs created and/or increases in labor force participation among marginalized or disadvantaged groups.
- **Job Stability:** Tracks the duration of participants' sustained employment and job retention after training or placement program.
- **Community Economic Development:** Evaluates the broader economic impacts on local communities through increased employment, entrepreneurship, and workforce upskilling.

- o **OTHER Jobs and Economic Self-reliance Outcome:** If this project does not align with the listed outcomes, please select OTHER and complete the next section.

For each outcome(s) that you will be monitoring, input the key metric(s) you are planning to measure and the target number (or percentage of individuals) you plan to impact. See the example below for guidance.

Example: If your organization's primary goal is to increase access to mental healthcare for youth by promoting mental health and wellness services, you may be measuring the following:

Outcome Area: Increased Access to Healthcare

Metric Evaluated: Number of youth receiving mental health services

Number of Improvements: 500 (individuals)

-OR-

Percentage of Improvements: 75% (of the target population reached)

Jobs and Economic Self-reliance Outcome*

Please select the outcome that you intend to monitor and evaluate for this initiative.

Community Economic Development

OTHER Jobs and Economic Self-reliance Outcome

If OTHER Jobs and Economic Self-reliance Outcome is selected above, please indicate the outcome your initiative supports.

Metric Evaluated - Jobs and Economic Self-reliance*

For the outcome you select, input the exact metric you are planning to measure and the target number or percentage of individuals you plan to impact.

Jobs Created or Retained

Number of Improvements - Jobs and Economic Self-reliance

6

Percentage of Improvements - Jobs and Economic Self-reliance

75

Historic Results - Jobs and Economic Self-reliance

If you are already measuring these metrics, please input below historical results of similar services. If this measurement is new, please select "Not currently measuring."

Not currently measuring

Organization Information

Please tell us a little more about your organization.

Organization Headquarters*

Where is your organization's headquarters based?

Please note, only applications from U.S. based 501(c)(3) nonprofit organizations are accepted.

State of Utah > San Juan

City - Organization Headquarters

If outside of the state of Utah, please indicate the city in which your organization is headquartered. Do not abbreviate the city name. Example: Salt Lake City **NOT** Salt Lake or SLC; Los Angeles **NOT** LA.

Total Annual Operating Expenses(\$)*

Total annual operating expenses from board approved operating budget for current fiscal year.

\$0.00

Organization Information - Continued

Number of Staff

How many full-time, part-time, and unpaid staff members does your organization employ?

For unpaid staff, do not include irregular/single-opportunity volunteers in the total.

Employee Type	Number of Staff
Paid Full-time Staff	0
Paid Part-time Staff	0
Unpaid Staff	0
Total Staff (paid and unpaid)	0

Annual Budget Detail*

Please **upload** a copy of your full/detailed annual operating budget, showing projected revenue and expenses for this current fiscal year.

Text space is available below for additional context. Please do not use this space to provide your detailed budget.

MSSE Revenue & Expenses.pdf

Main Street Southeastern, Inc. (MSSE) is a project based nonprofit under the umbrella of the Southeast Regional Development Agency (SERDA). Operating expenses for the agency are funded through SERDA with

MSSE being strictly for project-based activities that any of our more rural communities can access. I've attached budget and expense forms for the projects that have been completed through MSSE to date.

Organization Funders

Using figures from your last fiscal year, please list the name and amount contributed for the four highest funders.

This includes, but is not limited to, federal, state, county, city, individual, foundation, and corporate funders.

Name of Funder (Organization)	Amount Funded (Organization)	Optional Funding Notes (Organization)
Price City	\$5,000.00	
Dominion Energy	\$10,000.00	
USU Eastern	\$10,000.00	
SHPO	\$10,000.00	

Additional Materials

Additional Materials

Please use text space to describe or provide context for additional materials provided.

[Unanswered]

Thank You

Thank you for your time completing this application. In the spirit of continuous improvement, we would appreciate your feedback on the application process. This is not required and will not impact the application process.

Application Time

How long did it take you to complete this application?

Additional Feedback

Any additional feedback regarding the application process?

File Attachment Summary

Applicant File Uploads

- LHM Program Budget.pdf
- MSSE Revenue & Expenses.pdf

DESCRIPTION	BUDGET
Program Funds: Business Catalyst Micro Grants <i>-To be dispersed in increments no greater than \$2,500</i>	\$25,000
Program Funds: Main Street Vitality Micro Grants <i>-To be dispersed in increments no greater than \$2,500</i> <i>-Requires a 1:1 match</i>	\$25,000
TOTAL	\$50,000

MAIN STREET SOUTHEASTERN UTAH INC
GL Grant Budget to Actual Report

Year & Period: Between 2024 - 01 7/31/2023 and 2024 - 12 6/30/2024

Funding Source / COE	PTD Actual	ITD Actual	ITD Budget	ITD Variance
GRANT: 110724 - PRICE CITY MAIN ST PROGRAM				
REVENUE				
NONFED - NON FED FUNDS	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00
PROGRAM (00):	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00
NONFED - NON FED FUNDS	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
PROGRAM (DOMINI):	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
NONFED - NON FED FUNDS	\$0.00	\$7,500.00	\$0.00	\$7,500.00
PROGRAM (PUBART):	\$0.00	\$7,500.00	\$0.00	\$7,500.00
NONFED - NON FED FUNDS	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
PROGRAM (SHPO):	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
TOTAL REVENUE	\$35,000.00	\$42,500.00	\$0.00	\$42,500.00
EXPENSES				
8 - Other Direct Costs	\$7,500.00	\$7,500.00	\$0.00	(\$7,500.00)
PROGRAM (00):	\$7,500.00	\$7,500.00	\$0.00	(\$7,500.00)
94 - Special Projects	\$9,368.50	\$9,368.50	\$0.00	(\$9,368.50)
PROGRAM (DOMINI):	\$9,368.50	\$9,368.50	\$0.00	(\$9,368.50)
TOTAL EXPENSES	\$16,868.50	\$16,868.50	\$0.00	(\$16,868.50)
NET TOTALS:	\$18,131.50	\$25,631.50	\$0.00	\$25,631.50

MAIN STREET SOUTHEASTERN UTAH INC
GL Grant Entry Report - Batch Order Cover Page
For the period of 7/1/2023 through 6/30/2024

Entry # Grant	Date	Document	Job Core Object Expense	Account	Program	Description Activity	Debits Funding Source	Credits	Balance
BATCH: 3 JOURNAL: AR STATUS: Posted PERIOD: 2024 - 1 CREATED: 07/25/23 by KAW									
7	07/11/23	7.11.23.01		303.001		NON-FED FUNDS #232181 UT MAIN EEG GRI		\$10,000.00	(\$10,000.00)
		110724 - PRICE CITY MAIN ST PROG			SHPO - SHPO	00 - Default	NONFED - NON FED FUNDS		
BATCH 3 TOTALS:							\$0.00	\$10,000.00	(\$10,000.00)
BATCH: 5 JOURNAL: AP STATUS: Posted PERIOD: 2024 - 3 CREATED: 09/06/23 by LMA									
11	09/06/23	SEUALG01		594.001		USU SIGN - PIERCE OIL MURAL	\$9,368.50		\$9,368.50
		110724 - PRICE CITY MAIN ST PROG	94 - Special Projects		DOMINI - DOMINION	00 - Default			
BATCH 5 TOTALS:							\$9,368.50	\$0.00	\$9,368.50
BATCH: 9 JOURNAL: AR STATUS: Posted PERIOD: 2024 - 4 CREATED: 10/26/23 by KAW									
19	10/26/23	3.17.2023		305.001		DONATION		\$5,000.00	(\$5,000.00)
		110724 - PRICE CITY MAIN ST PROG			00 - Default	00 - Default	NONFED - NON FED FUNDS		
21	10/26/23	5.19.23		305.001		DONATION-DOMINION		\$10,000.00	(\$15,000.00)
		110724 - PRICE CITY MAIN ST PROG			DOMINI - DOMINION	00 - Default	NONFED - NON FED FUNDS		
BATCH 9 TOTALS:							\$0.00	\$15,000.00	(\$15,000.00)
BATCH: 12 JOURNAL: AP STATUS: Posted PERIOD: 2024 - 2 CREATED: 10/26/23 by LMA									
27	08/14/23	REFUND		309.001		Refund for Main Street	\$7,500.00		\$7,500.00
		110724 - PRICE CITY MAIN ST PROG	8 - Other Direct Costs		00 - Default	00 - Default			
BATCH 12 TOTALS:							\$7,500.00	\$0.00	\$7,500.00
BATCH: 20 JOURNAL: GJE STATUS: Posted PERIOD: 2024 - 1 CREATED: 12/12/24 by KAW									
48	07/31/23			303.001		USU Eastern		\$10,000.00	(\$10,000.00)
		110724 - PRICE CITY MAIN ST PROG			00 - Default	00 - Default	NONFED - NON FED FUNDS		
BATCH 20 TOTALS:							\$0.00	\$10,000.00	(\$10,000.00)
TOTAL OF ALL JOURNAL(S):							\$16,868.50	\$35,000.00	(\$18,131.50)

MAIN STREET SOUTHEASTERN UTAH INC
GL Grant Budget to Actual Report

Year & Period: Between 2025 - 01 7/31/2024 and 2025 - 12 6/30/2025

Funding Source / COE	PTD Actual	ITD Actual	ITD Budget	ITD Variance
GRANT: 110724 - PRICE CITY MAIN ST PROGRAM				
REVENUE				
NONFED - NON FED FUNDS	\$0.00	\$15,000.00	\$0.00	\$15,000.00
PROGRAM (00):	\$0.00	\$15,000.00	\$0.00	\$15,000.00
NONFED - NON FED FUNDS	\$0.00	\$10,000.00	\$0.00	\$10,000.00
PROGRAM (DOMINI):	\$0.00	\$10,000.00	\$0.00	\$10,000.00
NONFED - NON FED FUNDS	\$0.00	\$7,500.00	\$0.00	\$7,500.00
PROGRAM (PUBART):	\$0.00	\$7,500.00	\$0.00	\$7,500.00
NONFED - NON FED FUNDS	\$0.00	\$10,000.00	\$0.00	\$10,000.00
PROGRAM (SHPO):	\$0.00	\$10,000.00	\$0.00	\$10,000.00
TOTAL REVENUE	\$0.00	\$42,500.00	\$0.00	\$42,500.00
EXPENSES				
8 - Other Direct Costs	\$0.00	\$7,500.00	\$0.00	(\$7,500.00)
PROGRAM (00):	\$0.00	\$7,500.00	\$0.00	(\$7,500.00)
94 - Special Projects	\$0.00	\$9,368.50	\$0.00	(\$9,368.50)
PROGRAM (DOMINI):	\$0.00	\$9,368.50	\$0.00	(\$9,368.50)
TOTAL EXPENSES	\$0.00	\$16,868.50	\$0.00	(\$16,868.50)
NET TOTALS:	\$0.00	\$25,631.50	\$0.00	\$25,631.50

ORDINANCE NO. 2025-03**AN ORDINANCE ESTABLISHING A COUNTY DATA PRIVACY PROGRAM IN COMPLIANCE WITH THE UTAH GOVERNMENT DATA PRIVACY ACT (U.C.A. § 63A-19-101, et seq.)**

WHEREAS, the Utah Legislature has enacted the Government Data Privacy Act (GDPA), Utah Code Annotated § 63A-19-101 et seq., to protect the privacy and security of personal data handled by governmental entities and ensure transparency and accountability;

WHEREAS, it is in the best interest of San Juan County and its citizens to comply with the GDPA by establishing a robust data privacy program;

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of San Juan County as follows:

Section 1. Purpose

The purpose of this ordinance is to formally initiate and establish a data privacy program in accordance with the GDPA requirements to protect personal data, ensure transparency, and promote public trust.

Section 2. Appointment of Chief Administrative Officer (CAO)

The Board of County Commission hereby appoints Mack McDonald as the Chief Administrative Officer responsible for oversight and implementation of the County's data privacy program. The CAO shall:

- Oversee compliance with GDPA;
- Implement and maintain privacy policies.

Section 3. Appointment of Chief Privacy Officer (CPO)

The Board of County Commissioners hereby appoints James Redd as the Chief Privacy Officer responsible for implementation of the County's data Privacy Program. The CPO shall:

- Review specific government privacy practices as referred to by the Commission, the Chief Administrative Officer and the State of Utah;
- Review and provide recommendations regarding consent mechanisms used by governmental entities to collect personal information;
- Review and provide recommendations regarding policies and procedures to the Commission;
- Provide a Staff Training Program regarding privacy, policy changes and overall security.

Section 4. Adoption of Privacy Policies and Notices

The County hereby adopts and will implement comprehensive privacy policies and notices to clearly outline how personal data is collected, used, stored, protected, and managed by the County.

Section 5. Privacy Impact Assessments (PIAs)

The CPO shall initiate and oversee Privacy Impact Assessments for all existing and new high-risk processing activities involving personal data to identify and mitigate privacy risks.

Section 6. Staff Training

Mandatory initial and ongoing training will be provided for all County employees who handle

personal data to ensure understanding of the GDPR and compliance with privacy practices.

Section 7. Reporting and Accountability

The CAO and CPO shall ensure regular reporting of compliance efforts and results to the Board of County Commissioners. Documentation shall be maintained and provided upon request to the Utah Office of Data Privacy.

Section 8. County Responsibilities to the Citizens

The CAO and CPO will watch and review any software purchases by the departments throughout the County operations. Software that collect private data will be presented to the County Commissioners to see if there is a need for a public hearing with our citizens who will determine if we should use that specific software that collects private data.

Section 9. Software Contracts

Prior to contracts being executed or renewed for any software used by departments, these contracts and renewals will first be reviewed by the CAO, CPO and County Attorney to ensure that the County Data remains private and that any data remains in complete ownership by the County. This review will also require language added that will discourage/prohibit third party use of that data unless consent is provided by the County Commissioners.

Section 10. Effective Date

This ordinance shall become effective immediately upon passage and approval.

PASSED, ADOPTED, AND APPROVED by the Board of County Commissioners of San Juan County, Utah, this 2nd day of December 2025.

Silvia Stubbs Chairperson,
San Juan County Commission

ATTEST:

Lyman Duncan
County Clerk/Auditor

APPROVED AS TO FORM:

Mitch Maughan
County Attorney



PRIVACY POLICY STATEMENT

We care about our citizens privacy, we use the minimal extent of information we need to provide you with services that the County offers, we safeguard your data and we do not monetize it or improperly share it.

This Privacy Policy Statement (the “Statement”) is provided by San Juan County, State of Utah (“we,” “us,” or “our”) in compliance with Utah Code Section 63D-2-103.

We are committed to protecting your privacy. This Statement explains how we handle your information when you visit this webpage. We want you to understand how your data may be collected, used, and secured.

WHO WE ARE AND HOW TO REACH US

San Juan County operates this governmental website (www.sanjuancountyut.gov). If you have any questions or concerns, please reach out to us:

Mack McDonald, Chief Administrative Officer

Phone: (435) 535-4225 Email: mmcdonald@sanjuancountyut.gov

Lyman Duncan County Clerk/Auditor

Phone: (435) 535-4223 Email: lduncan@sanjuancountyut.gov

James Redd, Chief Privacy Officer

Phone: (435) 587-3223 Email: jredd@sanjuancountyut.gov

Our administrative body is the Board of San Juan County Commissioners, and they can be reached at:

Silvia Stubbs, Commission Chair

Phone: (435) 535-4225 Email: sstubbs@sanjuancountyut.gov

Lori Maughan, Commission Vice-Chair

Phone: (435) 535-4225 Email: лмаughan@sanjuancountyut.gov

Jamie Harvey, Commissioner

Phone: (435) 535-4225 Email: jharvey@sanjuancountyut.gov

WHAT INFORMATION WE COLLECT

When a user is simply visiting the County's website and only navigating through pages, no information is collected from the user. Here's when we collect information and what information is collected during that time:

- We collect personal information ONLY when a user is filling out an application or payment form that is embedded on our County website.

The applications and/or payment forms may include, but are not limited to:

- Building permit applications; land use applications; business license applications; grant applications; email list notifications; employment applications; GRAMA requests; and other forms used in Department operations; etc.
- The type of information collected may include:
 - Contact information; physical and mailing address; property information; business information; the last 4-digits of a social security number (for job applications); builder information; etc.

How We Use Your Information

We use your information for the following purposes:

- providing products or services; communication; processing payments; to process applications and permits; to collect information that the application wants us to have; to be able to notify and provide information to interested persons; etc.

Disclosure Practices

We care about your privacy. We only share your information when necessary. Here's how we handle disclosures:

- Information collected is only shared with third parties when there is a field in an application that requires third-party authorization. This may include times when:
 - Only when consent was given; Federal or State authorization and verification, court authorization; contacting references; reaching out to a designated contact person; background checks; etc.

Access and Corrections

You have the right to access and correct your information. Here's how you can do it:

- Contact the County office or department in which the application or payment was

submitted to; or resubmit the application with the correct information and request that the previous application be destroyed.

Keeping Your Information Secure

Your data's safety and privacy are our priority. We have taken adequate measures to protect it. Here's how we ensure your data stays safe:

- Collected data in draft form is stored in a secure, encrypted database;
- Physical copies are encouraged to be digitized and encrypted, if required, documents required to be stored for retention purposes are stored in a secure area until they are no longer relevant or needed in accordance with State archive policies;
- Payment and credit card information is **NEVER** kept by any office or department;
- Data transmitted between the user's browser and the County's servers is encrypted using protocols such as HTTPS to protect data from interception and tampering;
- Strong authentication methods are used to control access to the website's administrative interfaces and any systems that store or process user data;
- Regular security audits and assessments are conducted to identify and address vulnerabilities in the website and its underlying infrastructure;
- We only collect the data that is necessary for the website's operation and the services provided to reduce the risk of collected data amounts in case of a security breach;
- We ensure our third-party services also adhere to strong security practices;
- We provide training to employees who handle user data to ensure they understand the importance of data security and are aware of best practices; and
- We keep the website's software, including content management systems, plugins, and other components, up to date with security patches and updates.

Note on Records Classification

Personally identifiable information is not classification of records under *Utah Code Section 63G, Chapter 2, Government Records Access and Management Act*.

Access to government records is governed by *Utah Code Section 63G, Chapter 2, Government Records Access and Management Act*.

Review of This Notice

We want you to feel comfortable using our services, knowing that your privacy is respected and

protected. We welcome your feedback on this notice, which is reviewed annually.