

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan
District I

Douglas B. Monger
District II

M. Elizabeth Melton
District III

Commissioners' Daily COVID-19 Agenda May 22, 2020

LIVE AUDIO WILL BE AVAILABLE BY CALLING 1 (669) 900-6833.
MEETING ID: 522 308 0487
PASSWORD: 522

The Routt County Board of County Commissioners or Board of Health may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.

1. 10:30 A.M. CALL TO ORDER

2. WEEKLY UPDATE FROM EMERGENCY OPERATIONS DIRECTOR

David DeMorat, County Emergency Operations Director, will give a weekly update on the COVID-19 crisis to the Board of Commissioners.

3. PLANNING APPLICATIONS UPDATE

Presenter: Kristy Winser, Planning Director

Documents:

[BCC COMMUNICATION FORM 5.14.20.PDF](#)

4. PUBLIC WORKS RE-OPENING PLAN UPDATE

Presenter: Ray DuBois, Public Works Director

Discussion on re-opening County facilities.

Documents:

[BCC COMMUNICATION FORM - COUNTY FACILITIES REOPENING DISCUSSION FOR 05.22.2020.PDF](#)
[REOPENING GUIDELINES FOR BCC REVIEW_DRAFT UPDATE_05_20_2020.PDF](#)

5. PURCHASING / PROFESSIONAL SERVICES AGREEMENT

Presenter: Julie Kennedy, Purchasing Agent

Consideration for approval and authorization for the Chair to sign the Professional Services Agreement for the Temporary Public Health Director services of L. J. David Wallace in the amount of \$2100 for 60 hours @ \$35 per hour "as needed" during the COVID-19 pandemic and authorize the County Manager to electronically sign the Purchase Order to L. J. David Wallace.

Documents:

[DAVID WALLACE PSA BCC AGENDA COMMUNICATION FORM.PDF](#)
[CERTIFICATE OF INSURANCE.PDF](#)
[ROUTT COUNTY CONTRACT--WALLACE0001.PDF](#)

6. COVID-19 WORK SESSION

The Commissioners will address critical items for regular county and emergency operations related to the COVID-19 pandemic. Action may be taken and direction to staff may be given in relation to any of these items.

7. BOARD OF HEALTH

Discussion of mitigation protocols for restaurants.

LEGAL / AMENDMENTS TO AND EXTENSION OF PUBLIC HEALTH ORDER 2020-03

Consideration of and Adoption of Amendments to and Extension of Public Health Order 2020-03.

Documents:

[AMEND PH ORDER 2020-03 COMMUNICATIONS FORM 5-21-2020.PDF](#)
[PUBLIC HEALTH ORDER BUSINESSES 2ND AMEND 5-21-2020.PDF](#)
[APPENDIX A MITIGATION PROTOCOL 2ND AMENDED 5-21-2020.PDF](#)

8. PUBLIC COMMENT

Public Comment will be heard on any item except quasi-judicial land use items. County Commissioners will take public comment under consideration but will not make any decision or take action at this time.

1. DUE TO THE CURRENT PANDEMIC, THE COUNTY COMMISSIONERS REQUEST CITIZENS ATTEND THE MEETINGS VIA PHONE. Because public access to the Courthouse has been curtailed we request public comment be submitted in writing to bcc@co.routt.co.us. Public comments will be entered into the record. Please indicate in the subject line of your message that it is public comment and reference the agenda item to which it relates.

Documents:

[LYNN AND IRA DUBINSKY PUBLIC COMMENT.PDF](#)
[ARIANTHE STETTNER PUBLIC COMMENT.PDF](#)
[MELISSA HAMPTON PUBLIC COMMENT.PDF](#)
[BOB AND JUDY HIESTER PUBLIC COMMENT.PDF](#)
[MARY WALKER PUBLIC COMMENT.PDF](#)
[NANCY GOOD PUBLIC COMMENT.PDF](#)
[ARTHUR LIPSCHULTZ PUBLIC COMMENT.PDF](#)
[MARDA FRAZER PUBLIC COMMENT.PDF](#)
[ROBERT AND DIANE CAPPS PUBLIC COMMENT.PDF](#)
[JAY GALLAGHER PUBLIC COMMENT.PDF](#)
[GROUP PUBLIC COMMENT.PDF](#)

9. 1:30 P.M. MEETING ADJOURNED

LIVE AUDIO WILL BE AVAILABLE BY CALLING 1 (669) 900 6833.
MEETING ID: 522 308 0487
PASSWORD: 522

All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: TBD	ITEM TIME: TBD

FROM:	Kristy Winser, Planning
TODAY'S DATE:	May 14, 2020
AGENDA TITLE:	Planning Department Update Discussion

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input checked="" type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:	Planning Project and Remote Hearing Policy Update
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II. RECOMMENDED ACTION (<i>motion</i>):	Review and provide comments to the Remote
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III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (<i>if applicable</i>): \$	
CURRENT BUDGETED AMOUNT: \$	
PROPOSED EXPENDITURE: \$	
FUNDING SOURCE:	
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input type="checkbox"/>	
<i>Explanation: N/A</i>	

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	N/A
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V. BACKGROUND INFORMATION:	
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Since COVID, the Planning Department has been able to function 100% as usual without having the public in our office. Any new application submitted did not require a public hearing until recently and were Administrative Reviews or were pending additional information and could not be scheduled. During this time, there were three applications previously scheduled for April (one BOA and two PC applications), which needed to be canceled but have since been rescheduled for June. We received several new applications for May, and those have either been scheduled for June or not deemed complete to schedule.

I included a snapshot of current applications for your review below.



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

New Applications, not scheduled: This list includes proposals that staff is working with an applicant on or is pending before we can deem it complete to schedule.

- Reed, 35-acre road review. PC and BCC
- Lot Consolidation Steamboat Lake
- Timbers PUD amendment
- Alexander Way Condos – Vacation and rededication of easements
- Donham – CUP for a B&B, PC
- Amendment for Calistro consolidation, Director Decision
- PL-20-107 Ward, Replat (Lot Line Adj and Vacation) PC and BCC
- PL-20-107 Havener lot line adjustment and vacation, Steamboat II, DD – PC and BCC
- PL-19-188 & PL-20-105 -Home Ranch PUD & CZ, PC and BCC
- PL-16-66 YPP, Final sub, DD
- PL-10-129 Ephphatha Oil and Gas SUP

Applications, scheduled:

- Fallen, BOA, June 1st.
- Zirkel Wireless, Hahns Peak, CUP. Scheduled PC June 6th .
- Zirkel Wireless, BOA. Scheduled June 8th.
- PL-10-195 Lucky 8 SUP Amendment. Tentatively scheduled PC June 11th.
- Rudolf, BOA. Scheduled June 15th .

Approved applications, with follow up: The first five applications were approved by Directors Decision during COVID. The remainder are pending to issuance or to record.

- Extension request for Strawberry Park Heights Subdivision
- PL-19-191 Zirkelville Subdivision Exemption – RAS under attorney review
- Meadow Green RePlat.
- Henderson Park Subdivision Lot Line Adjustment.
- McBride lot line adjustment
- Mud Aly Lot consolidation
- Carpenter Ranch CUP amendment
- Dougherty Final PUD, approved but can't meet COA's
- Moots Home Industry, SUP
- AMR, utility easements
- Marabou Building Envelope Change
- Milner Tiny Homes, PUD

The above list is in addition to the typical administrative and project tasks staff is currently working on. Those details were included in the April Monthly report and will be updated for end of May. I have attached April's Report if there is anything you would like to discuss or be updated on.

VI. LEGAL ISSUES:
The remote policy documents were sent to the Attorney's office for review.
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:
N/A



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

VIII. SUMMARY AND OTHER OPTIONS:

I understand that the focus of this discussion is to present and discuss the Remote Meeting Policy created. This document is attached and is intended to lay out the Planning Department process to conduct remote or virtual public hearings. These documents will apply to hearings held by the Planning Commission and the Board of Adjustment, and if appropriate, can include BCC as well.

The staff has put together a tutorial on how to access and use the Zoom meeting application. It has been shared with the Planning Commission, the Board of Adjustment, and can be viewed by the public. It can be viewed by [clicking here](#). The Planning website page is updated to include information on how to access these meetings as well as a tutorial

IX. LIST OF ATTACHMENTS:

- Remote Meeting Policy Memo
- DRAFT Applicant agreement
- DRAFT Policy
- DRAFT Exhibit A
- April Monthly report



Memorandum

To: Board of County Commissioners
From: Planning Staff
Date: May 14, 2020
Subject: Remote Meeting Policy
Attachments:

- DRAFT Applicant agreement
- DRAFT Policy
- DRAFT Exhibit A

This document is intended to lay out the Planning Department process to conduct remote or virtual public hearings. These documents will apply to hearings conducted by the Planning Commission and the Board of Adjustment. The policy document and applicant agreement were created and are being utilized by the City of Steamboat Springs for their remote public hearings. County Planning staff used these documents as a base for the creation of the attached documents. These documents were sent to the County Attorney for review on May 20, 2020, so the attached documents are drafts. An update on the County Attorney's review of these documents and any changes that occur will be provided at the hearing. These documents do not need to be formally adopted by Planning Commission. They are being presented for information only.

The following are highlights of these documents.

- Policy
 - Lays out the circumstances that are appropriate for a remote public hearing.
 - Lays out procedures for how the public hearing will be conducted.
 - Includes references to the agreement the applicant must sign in order to move forward with a remote hearing.
 - Includes a reference, and incorporation of, Exhibit A that lays out the meeting process and best practices.
- Exhibit A
 - Includes a description of the meeting process and best practices that should be used during the hearing.
- Applicant Agreement
 - Reference to the policy document listed above.
 - Applicant waives any objection to the use of a digital platform to conduct a public hearing.
 - Agreement is a complete waiver of any claim that an unsuccessful decision was based on a lack of public hearing.
- Tutorial

- This tutorial will be placed on the Planning Department's website and will be provided to applicants so that they can learn how to use the software prior to the hearing.

The following are other activities that the Planning Department is using to ensure that there is maximum notice and opportunity for participation by the public.

1. Public notices will be modified with the new hearing format. This will include a statement that the hearing will now be held remotely and will include a link to the hearing, as well as call in information that contains the meeting ID and password. This information will be included in the adjacent property owner notices, legal ads, poster, and pending application page of the Planning Department website.
2. The agenda header have a link to the hearing as well as call in information.
3. The hearing will be broadcast on the County's Facebook page.
4. Planning staff will not require that public comments and/or questions be submitted prior to the hearing, however will encourage the public to submit any comments or questions prior to the hearing. This is to encourage maximum public participation.
5. Hearing impaired participation will be through the existing relay service.
6. The chat feature will not be used. This setting has been turned off for all of the hearings.
7. All meeting materials, including staff packet, staff presentation, and applicant presentation will be submitted at least one week prior to the hearing so that all of this information can be attached to the agenda item.
8. A tutorial on how to use Zoom will be created and distributed to Planning Commission, the Board of Adjustment, and will be posted on the Planning Department's website.

Planning staff is exploring options on how to accommodate Planning Commission or Board of Adjustment members that may need an alternative work site due to lack of connectivity at their residence. The options being explored include setting up work stations in the Building Department meeting room and/or the Trout Creek meeting room.

WAIVER BY APPLICANT

This WAIVER is executed by _____(hereinafter “APPLICANT”).

WHEREAS, Applicant has _____(the “Application”) pending before the Routt County _____(the “Reviewing Body”);

WHEREAS, the President of the United States, the Governor of the State of Colorado and the Routt County Commissioners have declared a state of emergency exists due to the Covid-19 health pandemic which necessitates the remote conduct of public hearings;

WHEREAS, in order to continue forward with consideration of the Application, the Applicant has agreed to waive any objection to the remote conduct of public hearings by the Reviewing Body on the Application, and waived the right to continue its in-person hearing until a later date after the state of emergency has been rescinded, and has consented to proceed remotely, utilizing the Zoom meeting platform to make its presentation to the Reviewing Body and any public that chooses to participate;

WHEREAS, Routt County has a policy in place which dictates when virtual public hearings are appropriate for use. Such policy also includes requirements that must be met prior to and during the remote hearing and how the remote hearing will be conducted.

WHEREAS, the Applicant agrees as follows:

1. **WAIVER.** Applicant understands and acknowledges that it has the option to request that the hearing on the Application be postponed until such a time as Routt County can conduct an in person public hearing on the Application. Applicant also acknowledges that it has the option to continue the scheduled public hearing until such time as the Covid-19 state of emergency has been rescinded by the federal, state and local governments. Applicant further acknowledges that an aggrieved party with standing may object to the remote conduct of the hearing on the application, and that this waiver has no effect on such an objection.

Applicant has been advised to seek legal counsel prior to execution of this Waiver.

With full knowledge and understanding of these rights, Applicant has voluntarily decided to proceed with a meeting conducted remotely via the Zoom meeting platform before the Reviewing Body and to waive any objection to the remote conduct of the hearing on the application and to waive the option to continue the scheduled public hearing until such time as the Covid-19 state of emergency has been rescinded by the federal, state, and local governments or the County is otherwise able to conduct an in person public hearing on the Application.

2. **AMENDMENT/NO ASSIGNMENT.** No modification or amendment of this waiver shall be valid and Applicant cannot assign this Waiver to any third party. This Waiver shall be binding upon the successors, assigns, shareholders, members, managers, employees, consultants and subcontractors of Applicant.

3. **COMPLETE WAIVER.** This Waiver encompasses the entirety of

Applicant's submittal. In the event of an unsuccessful decision by any governing body, Applicant understands this document is a complete waiver of any claim that any such negative.

decision was based upon lack of on in person public hearing or presentation.

1. SEVERABILITY. In the event any portion of this Waiver is held to be unenforceable, the unenforceable portion of this Waiver will be deleted and the remaining provisions of the Waiver shall continue in full force and effect.
2. GOVERNING LAW. This Waiver shall be governed by the laws of the State of Colorado. Any action to contest the validity or enforceability of this Waiver shall be filed in the Routt Combined Court.
3. NO WAIVER OF GOVERNMENTAL IMMUNITY. The Applicant acknowledges and agrees that the County its elected officials, officers and employees are relying upon, and do not waive or intend to waive by any provision of this Waiver, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, C.R.S. Sec. 24-10-101 et seq. as amended or otherwise available to the County. Nothing herein shall operate as a waiver of any right the County has of governmental immunity under Colorado law which is specifically herein reserved.
4. INDEMNIFICATION BY APPLICANT. Applicant shall defend, indemnify and hold the County harmless from any damages associated with Applicant agreeing to proceed with a remote meeting in lieu of an in person public hearing.
5. ACCEPTANCE REQUIRED. This Waiver is subject to the final acceptance of the Reviewing Body. Further, Applicant acknowledges that if the Covid-19 pandemic results in a remote meeting not being able to be held, then the only alternative shall be re-scheduling of said hearing until such time as the health, safety and welfare of the participants may be preserved.

EXECUTED THIS _____ DAY OF _____, 2020.

WAIVER RECEIVED BY: ROUTT COUNTY, COLORADO

BY: _____ TITLE: _____

APPLICANT:

BY: _____ TITLE: _____

ROUTT COUNTY POLICY FOR REMOTE MEETINGS DURING THE COVID-19 HEALTH PANDEMIC AFFECTING THE COUNTY

In the event a quorum is unable to meet at the day, hour, and place fixed by the rules and procedures of the Planning Commission and Board of Adjustment (hereafter “Board or Commission”) because meeting in-person is not practical or prudent due to the COVID-19 health pandemic affecting the County, meetings may be conducted by telephone, electronically, or by other means of communication. Meetings may be held by telephone, electronically, or by other means of communication if all of the following conditions are met:

1. The Planning Director, or Commission or Board Chair determine that meeting in person is not practical or prudent, because of the COVID-19 health pandemic affecting the County;

2. All members of the Board or Commission can hear one another or otherwise communicate with one another and can hear or read all testimony in a manner designed to provide maximum notice and participation;

3. Members of the public can hear or read all discussion, testimony and votes by broadcast on the internet and are given an opportunity to participate;

4. The chat function will be disabled to ensure that no side bar conversations the applicant and public are not privy to occur;

5. All votes are conducted by roll call;

6. Minutes of the meeting are taken and promptly recorded, and such records are open to public inspection;

7. To the extent possible, full and timely notice is given to the public setting forth the time of the meeting, the fact that members of the Board or Commission may participate by telephone or other electronic means of communication, and the right of the public to monitor and participate in the meeting through internet, email, telephone, or other means; and

8. The following additional rules shall apply to quasi-judicial hearings held by remote meeting by the Board or Commission:

a. This policy creates no right in any party or Applicant to have a quasi-judicial hearing held by remote meeting. Instead, the scheduling and conduct of such hearing is in the sole discretion of the Planning Director or Commission or Board Chair who may determine that meeting in person is not prudent due to the COVID-19 health pandemic and that the County is capable of holding a quasi-judicial hearing by remote meeting.

b. Quasi-judicial hearings shall only be scheduled for remote meetings permitted by this policy where the Applicant of a project has signed an agreement prepared by the County Staff notifying said Applicant of the option to waive or continue the hearing to an in-person meeting and waiving any objection to the remote conduct of the meeting.

c. Materials relevant to the hearing, including but not limited to materials related to specific applications and other documents to be shown electronically during the

hearing, will be made available online at least 72 hours in advance for public inspection prior to, during, and after the hearing.

d. The Board or Commission Chair (“presiding officer”) shall preside over the meeting. At the outset of the hearing, the presiding officer shall describe the hearing procedure, including how testimony and public comment will be received.

e. The presiding officer shall engage the public, and shall discontinue the hearing and postpone such hearing to the next available hearing date should the technology supporting the meeting fail to allow a full and fair hearing. The presiding officer may, in her or his own discretion, determine that a full and fair hearing is not possible based on any factor including but not limited to, the inability of an applicant or member of the public to be clearly heard and understood, or the inability of the applicant or staff to share documents in the record with decision-makers.

The County shall provide reasonable accommodation and shall waive or modify provisions of this policy to provide members of the Board or Commission who are persons with disabilities full and equal access to meetings.

Attached to this policy is Exhibit A and is incorporated into this policy. Exhibit A lays out the meeting process and best practices that should be used during remote hearings.

Meeting Process

1. If the meeting has not started, you will be placed in a waiting room.
2. Once the host starts the meeting, the host will admit everyone to the meeting.
3. The Chair controls the meeting.
4. A non-presenting staff member (host) will control who is admitted and is directed by the Chair.
5. All mics will be muted when entering.
6. If you want to speak, raise your hand. The Chair will recognize you. The host will un-mute you and you will be able to talk.
7. PC mics will be un-muted during roll call.
8. Applicant will give their presentation. The applicant's mic is the only that will be un-muted.
9. Staff will give their presentation. Staff's mic is the only that will be un-muted.
10. There is a screen sharing function that allows the applicant and staff to put presentations, drawings, plans, etc. on the screen for everyone to see.
11. PC will have the opportunity to ask questions. Staff, applicant, and Commissioner asking the question will be un-muted.
12. Chair will ask for any public comment. Citizen will need to raise their hand to be recognized by the Chair. Chair will un-mute person making comment. For a call-in participant, press *9 to raise his/her hand, and (unless controlled by host) can mute and unmute with *6.

Best Practices

1. Planning Commission, staff, and the applicant must use the video feature and sit close to the camera so that body language, facial expressions, and other nonverbal communication that goes along with live participation can be observed.
2. Everyone must be clearly audible to everyone participating in the meeting. If you are having problems with your audio, contact staff and we will help troubleshoot the problem.
3. Be attentive. Make yourself a quiet space and take care of family and pets prior to hearing to minimize distractions.
4. Be patient with people who don't have technical skills. They may not know how to use Zoom or other technological resources.
5. Try not to multi-task during meetings. Applicants have prepared for and look forward to presenting their idea to you. Sometimes they have spent a lot of money getting to this point. Please give them the courtesy of paying attention.



PLANNING DEPARTMENT April 2020 UPDATE: BCC UPDATE

Brief Overview with COVID-19 Impacts:

There have been preliminary discussions with Ray, Todd, Scott and myself on what the next phase could look like for interacting with the public here in the Annex Building since we all operate with the public in a similar manner. The preference would be allowing our customers in only on an on-call basis, meaning our doors would remain locked except when our staff opens the door to allow the public to enter. We have been able to function 100% as normal without having the public in our office, so I don't see the need in terms of opening the doors 100% right now. As always though we are flexible to the needs of the greater good and can adapt to whatever decision is made.

Upcoming Items or Issues of Note

Public Hearing Status: We have planned to move forward virtually with our first meeting scheduled for May 22nd. That meeting will be dedicated to Administrative approvals, such as minutes review and training. Then Zirkel Wireless initially planned for April 16th will be rescheduled to our next meeting on June 4th. Then other applications received may need to be scheduled weekly instead of bi-weekly to catch up if needed. Subsequently, if the Public Health Orders and recommendations allow us to open to the public while still the following guidance, we will make the necessary accommodations.

Short-Term Rental (STR) Work Plan Status: There has been continued coordination between myself, Todd, Erick, and the Sheriff on the work plan, monitoring STR activity and Deputizing staff. In addition to Building Dept staff, Alan and I from Planning are non-certified Sheriff Deputies, and a procedure plan for this was developed. To date- There has been no activity found at the properties that showed bookings or complaints received for unincorporated R.C. Between our efforts and rental websites doing their part with disclaimers about COVID-19, we do not anticipate issues for May.

Software Update for City View: We have coordinated with Todd about process changes and fee schedules and data to convert over to the new software after given the go-ahead to do so by the BCC. Our work also includes formatting auto-generated documents and filling out matrices for City View. Staff began researching fees to include in our recommendations moving forward in this process.

Master Plan: Our State grant does not expire until 2022, so it gives us some flexibility to sort out budgets and reprioritize for next year. However, we still plan on moving forward with using the time to educate the Planning Commission on issues and themes they should be considering. I would also like to reschedule the Joint meeting at some point to review the Public Outreach report I completed. I feel it might help guide some decisions moving forward.

Potential Code Enforcement issue: Coordinating with Erick about a possible code enforcement issue, that has been ongoing in S. Routt. A property owner intends to do a special event involving the FBI for training involving helicopters and shooting exercises. Besides the Public Health Order, the landowner has been told that this event would require a Conditional Use Permit but is not cooperating. I imagine Erick will include the situation in his update to you all. I coordinated response with Erick to the landowners to deny their request for this to be reviewed administratively as a special event permit and instead require it come through as a CUP (which will be too late for the planned event).

It should be noted their attorney was advised of the correct process in February. Then went ahead to submit their request for a Special Event anyway a few weeks before the planned event. The situation is ongoing.

Budget Issues

The Planning Budget was reduced by \$126,654 for the 2020 fiscal year through personal and operating cost reductions.

Personnel and Staffing

- Tegan, Planner I is transitioning from F/T with the EOC back to Planning on a PT basis (office and remote)
- Ronee, Admin V is working PT with the EOC and PT for Planning (office and remote)
- Chris, Planner II, is working FT under her work plan but has worked hours at the EOC and taken her accrued time as well (office and remote)
- Alan, Planner II is working FT (office and remote)
- Kristy, Interim Director working FT (office and remote)

Project Updates

Birds Eye View * If a complete list with names and application types are preferred, I can provide that at any time upon request.

- BP's – we have reviewed 18 BP permits for zoning compliance.
- Planner of the Day Questions (PLODS)- PLOD questions vary but typically include setbacks, zoning and process questions, lot consolidations, and complaints. Some may involve research. The monthly average is 50 PLODs. We track this information and more detail can be provided at any point.
- Code Enforcement- 4 new investigations that are ongoing.
- Requests for Attorney Services RAS- 3
- Current Planning applications
 - New applications-13
 - Administrative-6
 - Hearings required-7 (2 previously scheduled, 5 not deemed complete)
 - Post approved applications at various stages for plat review or finalize COA's-12
 - BOA -1
 - Agreements – Large Lot & Plumbing-3

Operational/Service Updates

- See COVID update
- Compiling a list of issued permits, for permit inspection program
- Continued work on logistics and process planning for virtual public meetings

Training and Professional Development

Training and Professional Development is a high priority for staff and with our Planning Commission and Board of Adjustment. Although training has been cut with budget reduction for the year, I will put an emphasis on professional development services through free or low cost webinars and seminars.



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: May 22, 2020	ITEM TIME:

FROM:	Mark Collins and Ray DuBois
TODAY'S DATE:	May 20, 2020
AGENDA TITLE:	County Facilities Reopening Guidance

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input type="checkbox"/> ACTION ITEM	
<input checked="" type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:
Review and discuss revised DRAFT Guidelines for Gradual Reopening County Facilities

II. RECOMMENDED ACTION (<i>motion</i>):
Provide direction to staff on finalizing the plan.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE (<i>if applicable</i>): N/A
CURRENT BUDGETED AMOUNT: N/A
PROPOSED EXPENDITURE: N/A
FUNDING SOURCE:
SUPPLEMENTAL BUDGET NEEDED: YES NO X

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

V. BACKGROUND INFORMATION:

VI. LEGAL ISSUES:

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

VIII. SUMMARY AND OTHER OPTIONS:

IX. LIST OF ATTACHMENTS:

DRAFT of Transition Guidelines for Reopening County Facilities

ROUTT COUNTY GUIDELINES FOR GRADUAL REOPENING OF COUNTY FACILITIES

EFFECTIVE DATE: TBD
UPDATED: MAY 20, 2020

PURPOSE

- To reopen county facilities gradually and return to normal operations and activities for businesses, citizens, guests and employees.

GOAL

- To deliver high quality and efficient county services, while providing a safe and healthy physical environment for customers and employees.

OBJECTIVES

- Develop and implement strategies for an orderly and safe gradual reopening of county facilities to the public and employees for conducting normal activities, services and work.
- During the initial stage(s) of the reopening period, Safer At Home protocol will be the norm, and only transactions that require in-person access to the inside of Routt County facilities will be accommodated:
 - Appointments are highly encouraged for transactions requiring access to the inside of county facilities.
 - Walk-up requests for access into county facilities may be allowed depending on nature of the request and number service appointments scheduled on a particular day.
- The guidelines set forth shall remain in effect until such time as they are revised, extended, rescinded or expired as directed by the Board of County Commissioners (BCC).

GENERAL PROVISIONS AND DEPARTMENTAL PLANS

- **General Provisions – All Buildings / All Departments:**
 - Ensure that ADA requirements are met. Each department is to collaborate with the Routt County Regional Building Department and Human Resources Director to develop ADA compliance protocol, particularly, for facilities ingress and egress.
 - Hand sanitizer will be located at all entrances/exits of all buildings.
 - Appropriate signage will be posted at all building entrances.
- **Departmental Plans:**
 - Each Department will be responsible for implementing and maintaining their own mitigation plan within their own works place.
 - All department plans shall include, at a minimum, the following:
 - Department heads are accountable for their department adhering to public health orders as appropriate.
 - Safer At Home guidelines remain in effect.
 - Determination of services that will continue to be provided via remote platform.
 - Determination of services that will be accommodated with a walk-up requests and the services that will require an appointment.
 - Protocol for escorting customers to and from department offices.
 - Provisions for complying with the daily health reporting for employees and customers as per Routt County Board of Health.
 - Provisions for:
 - Wearing proper PPE (face coverings) by employees and customers while on county property.
 - Encouraging employees to wash their hands frequently.
 - Ensuring physical barriers (sneeze guards) are in place as appropriate.
 - Ensuring physical distancing between all employees and customers.
 - Ensuring that department employees conduct frequent cleaning and sanitizing of high touch surfaces per public health guidelines. Supplies will be provided by Facilities Management.

COUNTY FACILITIES – STATUS AND GUIDELINES

- **Historic Courthouse and Annex:**
 - BCC Hearings, Planning Commission and other public meetings:
 - Continue to hold public meetings virtually until further notice.
 - Meeting rooms remain closed to the public.
 - Exterior doors will remain locked.
 - Customers may be allowed controlled access into the building for services:
 - Customers are highly encouraged to call for an appointment and/or to ensure the business they wish to conduct meets the requirements for access into the facility.
 - Each office will establish the maximum number of customers allowed in their office at any one time.
 - Office employees will escort customers to and from offices as appropriate.
 - For customers awaiting service inside or outside of the facilities, foot traffic patterns will be established:
 - The objective is to promote social distancing and to prevent gatherings by using:
 - Barriers to create travel lanes and restrict access to certain areas,
 - Floor markings spaced 6-feet apart,
 - Portable signage to help direct foot traffic.
 - Appropriate foot traffic patterns will be established for customers, vendors, contractors and employees.
- **Combined Law Enforcement Facility:**
 - Access as directed by Steamboat Springs Police Chief and Routt County Sheriff.
 - City staff will provide assistance to the facility with mitigation protocols.
- **Department of Human Services:**
 - Continue to operate primarily from alternate work sites.
 - In-person interviews and services by appointment.
- **Detention Center:**
 - Access as directed by Routt County Sheriff.
 - Routt County Facilities Management staff will continue to provide assistance to the Detention Center with mitigation protocols.

- **Fairgrounds:**
 - Currently, access to 'inner' facilities is limited to Multi-Purpose Building (MPB) and Outdoor Riding Arena for Open Horse Riding.
 - RV Park currently occupied by long-term tenants.
 - RV sewage dump station is open to the public.
 - Bulk water service provided by the Town of Hayden is open to the public.
 - Public restrooms and showers are closed.
 - Routt County Facilities Management staff will continue to provide assistance to the Fairgrounds with mitigation protocols.

- **Justice Center:**
 - Access per directives issued by 14th District Chief Justice.
 - Routt County Facilities Management staff will continue to provide assistance to the courts with mitigation protocols.

- **Road & Bridge District Shops:**
 - Deliveries and service calls are announced.
 - Social distancing, and personal and facility disinfection measures are being adhered to.

- **Yampa Valley Regional Airport (YVRA):**
 - Has remained open throughout the pandemic.
 - Continues to follow Public Health directives and guidelines as appropriate.

HEALTH ORDER MITIGATION GUIDELINES

- Informational signs will be in place at each entrance stating the following requirements:
 - 6 ft. social distancing must be maintained at all times.
 - PPE in the form of a protective mask must be worn at all times.
 - Do not enter the building if you have any symptoms related to COVID-19.
- Physical barriers (sneeze guards) will be provided as appropriate to all departments that have public facing transaction counters.
- Floor markings, signage and physical barriers will be placed at all public corridors, waiting areas and outside entrances to maintain physical distancing and to help direct foot traffic.
- Frequent cleaning and disinfecting of restrooms, public corridors and all common areas will continue to be provided by Facilities Management staff at least twice daily or per public health order guidelines.

APPENDICES

Appendix A. Public Health Guidance

Appendix B. Departmental Transition Plans – Unique Conditions

Appendix C. Other County Facility Transition Plans

Appendix D. Local Community Transition Plans

APPENDIX A. PUBLIC HEALTH GUIDANCE

- **The 5 Commitments of Containment:**
 - ✓ *I will maintain 6 feet of social distancing.*
 - ✓ *I will wash my hands often.*
 - ✓ *I will cover my face in public.*
 - ✓ *I will stay home if I am at-risk or when I am sick.*
 - ✓ *I will self-report and call in immediately if I am sick.*

According to the most recent CDPHE information, COVID -19 symptoms include the following (*Need to ensure this list is up to date*):

- Mild Symptoms may include a combination of:
 - Cough
 - Body aches
 - Fatigue
 - Chest tightness
 - If you have mild symptoms you should isolate yourself.
- Worsening symptoms include:
 - Cough
 - Fever
 - Shortness of breath
 - If you have worsening symptoms you should isolate yourself.
- Severe symptoms include
 - Trouble breathing
 - Persistent pain or pressure in chest
 - Confusion
 - Bluish lips or face
 - If you have severe symptoms call 911 and tell the dispatcher your symptoms.
 - If you go to the hospital without calling 911, call ahead to the hospital and tell them your symptoms.

For the latest information and updates, visit the CDPHE COVID -19 website at <https://covid19.colorado.gov/guidance-resources>

APPENDIX B. DEPARTMENTAL TRANSITION PLANS - UNIQUE CONDITIONS

No unique conditions noted at present time.

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APPENDIX C. OTHER COUNTY FACILITIES TRANSITION PLANS



STATE OF COLORADO
Fourteenth Judicial District

AMENDED ADMINISTRATIVE ORDER OF THE CHIEF JUDGE 2020-04 COURT OPERATIONS UNDER COVID-19 ADVISORY

The Governor of Colorado has declared a State of Emergency related to the presence of Novel Coronavirus 2019 (COVID-19) and the President of the United States has declared a National Emergency due to COVID-19. Furthermore, the Colorado Department of Public Health and Environment (CDPHE) is working to stop the spread of COVID-19 and has implemented emergency measures as Colorado is experiencing COVID-19 transmission that threatens the health of residents and risks overwhelming the healthcare system in the State of Colorado. The Governor of the State of Colorado has now issued several Executive and Public Health Orders concerning the operation of businesses and personal pursuits for all Coloradans. Based on their analysis of the outbreak of the COVID-19 pandemic, experts in infectious diseases are opining that the outbreak in the United States will not begin to subside soon.

Due to the public health risk posed by COVID-19, the Centers for Disease Control and CDPHE are recommending active steps to slow the spread of the disease and precautions to reduce the risk of exposure. Therefore, the courts and probation department of the 14th Judicial District will be operating with reduced staff and will focus on matters of immediate concern for public safety. Other non-emergent matters may be deferred.

Pursuant to the authority granted in Chief Justice Directive 95-01 and in consideration of the Chief Justice's Orders Regarding COVID-19 and Operation of Colorado State Courts, as amended, it is hereby ORDERED as follows:

1. Persons Who May Not Enter Court Related Facilities At Any Time: Persons who meet any of the below criteria are prohibited from entering these facilities and instead should call (970) 725-3357 (Grand), (970) 824-8254 (Moffat) or (970) 879-5020 (Routt) to reschedule their court date, request to appear by phone, or to receive further instructions:

- a. Anyone who has been diagnosed with COVID-19 and who is not virus-free;
- b. Anyone who has been in close contact with someone who has been diagnosed with COVID-19 within the past 14 days;
- c. Anyone who is experiencing a fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, or any other symptoms of respiratory illness;
- d. Anyone who is experiencing or has been in direct contact with someone who is experiencing flu-like symptoms.

2. Operations: The courts and probation department will be open 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 pm., excepting weekends and legal holidays. The offices may also occasionally be closed to accommodate staff meetings. The number of employees who are physically present and working at the court and probation offices, however, will be reduced as coordinated by the Court

Executive, Chief Probation Officer, and Clerks of Court, with the approval of the Chief Judge. Every effort will also be made to facilitate work from remote locations using available technology, but due to the reduction in staffing levels, the processing of filings that are not related to public safety matters may likely be delayed.

Entry to court-related facilities by members of the public is by appointment only. Members of the public wishing to come to the court or probation offices must call the relevant number below:

Combined Courts

Grand County (970) 725-3357 ext. 7
Moffat County (970) 824-8254 ext. 7
Routt County (970) 879-5020 ext. 7

Probation

Grand County (970) 725-3495
Moffat County (970) 824-7304
Routt County (970) 879-1003

If at all possible, an alternative to entry to the court-related facility will be provided.

3. Filings: All court users are encouraged to only utilize electronic means for filing any document with the court. Fax numbers and email addresses for each court location are as follows:

Grand: email: grandclerk@judicial.state.co.us; fax: (970) 725-3216
Moffat: email: moffatclerk@judicial.state.co.us; fax: (970) 824-8923
Routt: email: routtclerk@judicial.state.co.us; fax: (970) 879-3531

4. Prior to appearing at the courthouse, all court users should call that court first for specific directions regarding appearances or filings. In-person filings at the justice center will **only** be accepted if they are filed by law enforcement (i.e., summons, affidavits for warrants, etc.) or pertain to an urgent public safety matter as described in section 5.b. below, and only if they cannot be submitted electronically. The court will accept electronic filings from attorneys only through CCE for case types in the CCE system. In cases that are not subject to e-filing, ONLY, attorneys and unrepresented parties may email pleadings to the above email addresses or deliver by U.S. Postal Service, for filing. Hearings related to non-public safety matters may be delayed pursuant to this order. All existing proceedings pursuant to Rule 120, evictions, foreclosures, and replevins have been stayed at this time, in accordance with Public Health directives requesting that no eviction proceedings occur at this time. Further, during pendency of recent Executive Orders from the Governor, the courts will not accept new filings for Forcible Entry and Detainer actions (eviction proceedings), unless the moving party can demonstrate that the matter falls within one of the exceptions in the Governor's Executive Order.

5. Continuances and Limitations on Hearings:

- a. The courts of the 14th Judicial District will attempt to conduct all hearings as scheduled, although some hearings may be continued. No jury trials will occur through at least July 6, 2020. Anyone who is scheduled to appear in court or any member of the public wishing to observe court hearings is directed to contact the clerk's office for information on appearing at any hearing by video or telephone. Personal appearances at the courthouse are strongly discouraged unless approved in advance by a judge or through the clerk's office.

b. The courts will continue to conduct prompt hearings on all public safety matters. Public safety matters are defined as follows:

- i. Petitions for temporary civil protection orders and permanent protection order hearings;
- ii. Petitions for temporary emergency risk protection orders and hearings on emergency risk protection orders
- iii. For incarcerated or detained persons, Crim.P. Rule 5 advisements, the initial setting of bail, bond-related hearings, plea hearings, sentencing hearings and other proceedings that must occur by a deadline imposed by statute;
- iv. Revocation hearings on complaints to revoke probation involving an incarcerated defendant or a juvenile;
- v. Detention hearings in juvenile delinquency cases;
- vi. Shelter hearings in dependency and neglect cases or other juvenile (JV) proceedings;
- vii. Petitions for appointment of an emergency guardian and/or special conservator;
- viii. Hearings on motions to restrict parenting time and parental abduction prevention;
- ix. Emergency mental health proceedings;
- x. Other proceedings deemed necessary by the presiding judge (in consultation with the Chief Judge) to prevent a substantial risk of imminent financial hardship, or imminent risk to the health, safety or welfare of an individual or members of the community.

c. When hearings are conducted for public safety matters, courts shall conduct such proceedings by telephone and/or video appearance for all participants and observers if possible.

6. **Jury Calls:** No jury trials will occur before July 6, 2020. Jurors with a summons should visit our website at https://www.courts.state.co.us/Courts/District/Index.cfm?District_ID=14 or contact the jury commissioner for further information.
7. **Bond Return Dates:** New bond return dates, including ones that are determined by the Sheriff with regard to other jurisdictions in Colorado, shall be scheduled for no sooner than the week of June 15, 2020.
8. **Extrajudicial Activities:** The use of court related facilities for extrajudicial activities (e.g., the solemnization of marriages; meetings) is prohibited.
9. **Requests for Records:** Instructions with regard to making requests for records may be obtained by calling your local courthouse.

Circumstances have been changing rapidly and will likely continue to do so. The Chief Judge will continue to monitor available information and recommendations from health organizations and this order may be revised or extended, as deemed necessary. All are encouraged to regularly check the website for the Colorado Judicial Branch (www.courts.state.co.us) for the latest information, including the page that is specific to the 14th Judicial District.

SO ORDERED this 7th day of May, 2020.

A handwritten signature in blue ink, appearing to read "M.A. O'Hara, III". The signature is fluid and cursive, with a large initial "M" and a distinct "A".

Michael A. O'Hara, III, Chief Judge

CLEF Transition Plan

CLEF (COVID-19) procedures for re-opening lobby to the public

Date:

Due to COVID-19, precautions will continue as we open the lobby to the public. It is important that the stipulated rules are followed precisely in order for the Routt County Sheriff's Office, the Steamboat Springs Police Department and Routt County Communications department to safely respond to the needs of the public. The following rules go into effect on date and remain in effect until further notice.

CLEF Lobby:

1. All employees will conduct self-evaluations for COVID-19 prior to leaving their residence. If any COVID-19 symptoms exist, the employee shall remain home and call their supervisor. No employee with symptoms are allowed to enter the CLEF.
2. There will be clearly written and visible signage located on the exterior and interior of the CLEF lobby providing specific direction for entering the building.

Anyone exhibiting any of the following symptoms shall refrain from entering the CLEF:

- *Fever of 100.4 degrees, felt feverish, have chills*
- *Cough*
- *Breathing difficulty*
- *Known exposure with someone who tested positive for COVID-19*
- *Personal COVID-19 test with positive results.*

New rules

- a. The lobby doors will remain locked. Visitors will be allowed into the lobby by an employee.
 - b. Everyone entering the building is mandated to wear a mask/face covering.
 - c. No more than 2 people will be allowed in the lobby at one time. 6' social distancing is mandatory.
 - d. Anyone needing services requiring close personal contact will be required to have their temperature taken and if any signs of COVID-19 are detected, will be required to leave the building immediately.
 - e. CLEF employees will wear masks when in the presence of others.
 - f. Hand sanitizer will be available prior to entering the lobby and everyone is encouraged to use it prior to entering the CLEF.
 - g. The lobby will be sanitized a minimum of 3 times per 8 hour shift or as deemed necessary by CLEF staff.
-

Property and Evidence Bureau:

1. All visitors of the Property and Evidence Bureau, located at the entrance to the Routt County Jail, who are requesting to reclaim personal property need to call in advance and make an appointment. *Same rules (a – f) above, when entering the jail lobby apply!*

Many records request and other services can often be performed via wireless or internet means. It is preferred that all such requests be made in this manner. If it is required that services be made in person at the CLEF, we ask for and appreciate everyone's patience and cooperation as we navigate this uncertain time.

To set up an appointment or to request online services, call the following numbers:

Routt County Sheriff's Office call (970) 870-5503

Steamboat Springs Police Dept. call (970) 879-4344

Routt County Communications Dept. call (970) 879-1090

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Fairgrounds Transition Plan

Open Riding only allowed at this time.

970-276-3068 (P) ~ 970-816-9568 (M) ~ PO Box 1000 / 398 S. Poplar St., Hayden, CO 81639

info@routtcountyfair.org ~ www.routtcountyfair.org ~    

ROUTT COUNTY FAIRGROUNDS OPEN RIDING PROTOCOLS

Effective through May 31, 2020 (date subject to change)

INDOOR ARENA/Multi-Purpose Building (MPB): 27,600 sq. ft. (indoors)

OUTDOOR ARENA: 102,000 sq. ft. (outdoors)

SIGNAGE/NOTICE LOCATIONS: Gates to inner-grounds, MPB doors, MPB arena entrances, MPB sign-in sheet, Outdoor Arena entrance gate.

PERSONAL HEALTH PROTOCOLS:

1. Avoid entering the area if experiencing cough, fever and/or other symptoms of COVID-19 (see list of symptoms);
2. Practice Social Distancing - Maintain a minimum of six-feet from one another;
3. Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
4. Avoid shaking hands or engaging in any physical contact;
5. Cover nose and mouth at all times with mask or cloth (e.g. bandana);
6. Provide own hand sanitizer and sanitizing wipes to wipe touched areas - gates, railings, sign-in sheet pen/pencil, etc.

MEASURES TO PREVENT CROWDS FROM GATHERING and additional SAFETY/PREVENTION MEASURES:

1. Open riding limited to Routt and Moffat County full-time and part-time residents;
2. Maximum of ten (10) riders/occupants at any one time;
3. No gathering or loitering during riding preparation or clean-up and load-up;
4. When assembling for your riding time, do not enter riding facility until other riders/occupants have exited the facility;
5. Users are encouraged to avoid touching any railings, equipment, etc.;
6. Users are required to supply own hand sanitizer and sanitizing wipes and must wipe-down any gates, railings, equipment, etc. that are touched;
7. Fees for use of MPB (Indoor Arena) can be made via phone with credit/debit card, check or cash in payment drop slot in MPB;
8. Fairgrounds employees will spot-check for compliance during working and non-working hours.

ALL MEASURES ARE INTENDED TO HELP CONTROL THE SPREAD OF COVID-19 AND COMPLIANCE WITH THESE MEASURES IS IMPORTANT AND REQUIRED FOR EVERYONE'S HEALTH. PLEASE REPORT ANY OBSERVED NON-COMPLIANCE WITH THESE MEASURES TO THE FAIRGROUNDS OFFICE.

FAILURE TO COMPLY WITH ANY AND ALL OF THE PROTOCOLS MAY RESULT IN LOSS OF RIDING PRIVILEGES FOR A PERIOD OF ONE YEAR.

APPENDIX D. LOCAL COMMUNITY TRANSITION PLANS

City of Steamboat Springs

Routt County Public Health Order 2020-03 MITIGATION PROTOCOL

Business name: City of Steamboat Springs

Category of Critical Business allowing business to be open: Government

See City Facilities Table for facility name, location, square footage, cleaning schedule, and location of disinfectants and hand sanitizer.

Businesses must implement all applicable measures listed below OR indicate why any measure that is not implemented is inapplicable to the business.

Signage:

Signage has been posted at each entrance of the facility or location to inform all employees and customers that they must:

- avoid entering the facility or location if they have a cough or fever;
- maintain a minimum six-foot distance from one another;
- sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
- not shake hands or engage in any unnecessary physical contact; and
- cover their nose and mouth with a non-medical, cloth face-covering.

Signage has been posted with a copy of the Mitigation Protocol at each entrance to the facility or location.

Measures To Protect Employee Health:

Everyone who can carry out their work duties from home has been directed to do so.

All employees have been told not to come to work if sick (including any of the following- headache, sore throat, fever, dry cough, recent inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting and abdominal pain).

Employee(s) shall self-screen for COVID-19 symptoms each day, including measuring the employee's temperature. The employee is asked to sign a record that the symptom check was completed. Any employee that exhibits COVID-19 symptoms must be excluded from work.

or N/A depending on facility All desks, individual work stations or work areas are separated by at least six feet.

Break rooms, bathrooms, and other common areas, and other high-touch surfaces are being disinfected frequently, on the following schedule: See attached.

Disinfectant and related supplies are available to all employees at their workstations and at a central location as shown on the attached spreadsheet:

X Hand sanitizer effective against COVID-19 is available to all employees at workstations and at a central location as shown on the attached spreadsheet:

X with exception for regional transit: There are no employees that travel in and out of Routt County to perform work.

X for Regional Transit: If there are employees that travel in and out of Routt County to perform work, the following measures have been implemented in order to reduce that travel and therefore reduce the potential spread of COVID-19:

- Regional transit service between Steamboat Springs and Craig is an essential service. Transit drivers will wear masks and Steamboat Springs Transit will clean and disinfect the buses per Center for Disease Control guidelines.

X Copies of this Protocol have been distributed to all employees.

Additional measures:

Measures To Prevent Crowds From Gathering:

X with the exception of child care services for essential employees Limit the number of customers in the facility at any one time to 0 customers which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

- With the closure of child care centers, the City's Parks and Recreation Division has developed a child care service for essential city employees in order to enable these employees to continue to work. The child care program has a maximum of 8 children and 2 adults per room.

N/A Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

N/A Placing per-person limits on goods that are selling out quickly to reduce crowds and lines.

Additional Measures:

- All City buildings are closed to the public.
- Parks and recreation facilities that are closed include; playgrounds, skate parks, tennis courts, picnic areas, and restrooms.
- All of our parks, trails, and open spaces remain open to the public for physical and mental health during these challenging times. Parks, trails and open spaces that remain open are signed to educate and remind the public of social distance standards.

Measures To Keep People At Least Six Feet Apart:

N/A Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks to public entrances with signs directing customers to use the markings to maintain distance.

N/A Separate order areas from delivery areas to prevent customers from gathering.

X All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.

Additional Measures:

Measures To Prevent Unnecessary Contact:

N/A Preventing people from self-serving any items that are food-related.

N/A Lids for cups and food-bar type items are provided by staff; not for customers to grab.

N/A Bulk-item food bins are not available for customer self-service use.

X Contactless payment systems have been provided or, if not feasible, sanitizing payment systems regularly. Describe: The City of Steamboat Springs has provided online payment systems for all required payments.

X Providing curb-side drop-off/pick-up of products.

- Youth activity kits are delivered via drop-off once a week at the same time as the local school lunch program. Employees wear PPE and remain at a distance.

Measures To Increase Sanitization:

N/A Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.

N/A Employee(s) assigned to disinfect carts and baskets regularly.

X Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the facility or immediately outside where people have direct interactions.

X Disinfecting all payment portals, pens, and styluses after each use. Disinfecting all high-contact surfaces frequently.

Additional Measures:

Measures To Reduce Exposures in Employee Shared Transportation:

X Employee(s) self screen for COVID-19 symptoms each day and excluded if symptomatic.

X Hand sanitizer is used by each employee prior to entering the vehicle.

X with exception for Fire/EMS The number of passengers has been reduced by 50% of the vehicle's occupancy and passengers sit in locations to maximize the distance between one another.

- Fire/EMS will not be able to abide by this directive as public health response requires a minimum crew.

X Employees wear a non-medical, cloth face-covering when in vehicle containing more than one person.

X Windows will remain open or ventilation is increased.

X Disinfecting all high-contact surfaces of the vehicle will be done at the end of each day.

Additional Measures:

Supervisor/Employee to contact with any questions or comments about this protocol:

Name: Gary Suiter, gsuiter@steamboatsprings.net Phone number: (970) 871-8240

COVID-19 MITIGATION PROTOCOL
City of Steamboat Springs - Employee Occupied
Implemented April 1st, 2020

FACILITY	Gross Square Footage	Size of Area Available to Public	CLEANING SCHEDULE							Total Hrs	Location of disinfectant and other supplies	Location of hand sanitizer	Signs posted	
			M	Tu	W	Th	F	S	Su					
Airport AARF	3,392	0	staff cleaned as needed								Cabinet by sink	Being delivered. Will be at entrance.	X	
Airport FBO	5,392	0	X		X				X			Janitorial closet	bathrooms, kitchen, control twr desk, brkrm table	X
Centennial Hall	12,098	0			X				X		3.5	Janitorial closet, next to Rm 113/114	Rm 113/114/ Citizens Hall entry counter, front desk-planning; council kitchen/fridge; IT entry; main kKitchen	X
City Hall	8,628	0			1				2		3	Janitorial closet	Front and back entry	X
CLEF	24,000	0	7	6	7	5.5	7				32	Janitorial closet	Issued to each employee, in all common rooms, at every entrance, in every vehicle	X
Community Center	8,400	0			1					2	3	Janitorial closet	Lobby area	X
Elkins House	1,856	0					1				2	Kitchen table	Kitchen table	X
Haymaker Clubhouse	12,950	0	Responsibility of Ski Corp / Lessee								Mrg's office	Mrg's office	X	
Haymaker Maint	7,220	0	Responsibility of Ski Corp / Lessee								Laundry room	Common area	X	
Haymaker Shop	1,300	0	Responsibility of Ski Corp / Lessee								Cabinet behind only employee's desk	On only employee's desk	X	
HH - Ice Arena	35,085	0	staff cleaned as needed								Janitorial closet	Common areas	X	
HH - Lodge	11,282	0	1.5 hrs day / 3 days a week								Upstairs & downstairs Janitorial closets	Common areas	X	
HH - Tow House	752	0	staff cleaned as needed								Common area	Common area	X	
Mtn Fire Station	8,280	0	staff cleaned as needed								Common areas & janitorial closets	Entry & living areas	X	
Parks & Rec	22,960	0						2.5			2.5	Janitorial closet	Common areas	X
Public Works	12,540	0			1				2		3	Locker room, kitchen & admin office	Both entrances to admin offices	X
Public Works Water	incl in PW	0			0.5						0.5	2nd flr restroom	breakroom table, each truck	X
Regional Transit	5,000	0	X		X			X				no employees	no employees	X
Stockbridge	1,500	0	X		X				X		2.5	Janitorial closet	Drivers break room	X
Transit / SST	24,794	0			2					2	4	Janitorial closet	Common areas, work areas	X
Waste Water Trtmnt	68,922	0	staff cleaned as needed								Each bathroom & 2 break tables	1 large dispenser at breakroom table	X	
Yampa St Amb Barn	5,730	0	staff cleaned as needed								All rooms	Kitchen & day room	X	
Yampa St Fire	6,000	0	staff cleaned as needed								Janitorial closet	At entrance	X	
Yampa St Maint Office	360	0	staff cleaned as needed								Janitorial closet	Common Area	X	

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ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: May 22, 2020	ITEM TIME:
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FROM:	J. Kennedy/M. Collins/K. Ladrow
TODAY'S DATE:	May 21, 2020
AGENDA TITLE:	Professional Services for Temporary Public Health Director L. J. David Wallace
CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> X ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	
I. DESCRIBE THE REQUEST OR ISSUE:	
Request the Routt County Board of County Commissioners approve and the BCC Chair sign the Professional Services Agreement for the Temporary Public Health Director services of L. J. David Wallace in the amount of \$35 per hour "as needed" during the COVID-19 pandemic and authorize the County Manager to electronically sign the Purchase Order to L. J. David Wallace.	
II. RECOMMENDED ACTION (motion):	
Motion by the Routt County Board of County Commissioners to approve and the BCC Chair to sign the Professional Services Agreement for the Temporary Public Health Director services of L. J. David Wallace in the amount of \$2100 for 60 hours @ \$35 per hour "as needed" during the COVID-19 pandemic and authorize the County Manager to electronically sign the Purchase Order to L. J. David Wallace.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (if applicable):	
CURRENT BUDGETED AMOUNT: N/A	
PROPOSED EXPENDITURE: \$35 per hour up to 60 hours	
FUNDING SOURCE: Public Health Admin 10158000 COVID-19 Salaries 612500	
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	
None	
V. BACKGROUND INFORMATION:	
The Routt County Public Health Director, Kari Ladrow, has requested the services of L. J. David Wallace for coverage during the COVID-19 Pandemic while she takes time off periodically to maintain the 7 day per week schedule for continuous coverage of the Public Health Department during the COVID-19 pandemic. David has significant experience prior to retirement in this field, and currently is the Routt County COVID-19 Contact Tracing Lead.	
VI. LEGAL ISSUES:	
None	



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Routt County Board of County Commissioners approve and the BCC Chair sign the Professional Services Agreement for the Temporary Public Health Director services of L. J. David Wallace in the amount of \$35 per hour “as needed” during the COVID-19 pandemic and authorize the County Manager to electronically sign the Purchase Order to L. J. David Wallace.

IX. LIST OF ATTACHMENTS:

PSA for L. J. David Wallace

Liability Insurance Certificate for L. J. David Wallace



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

May 20, 2020

Routt County
Board of County Commissioners
522 Lincoln Av, Suite 30
Steamboat Springs CO 80487

Account Information:

Policy Holder Details :	LJ David Wallace
--------------------------------	------------------



Contact Us

Business Service Center

Business Hours: Monday - Friday
(7AM - 7PM Central Standard Time)

Phone: (888) 242-1430

Fax: (888) 443-6112

Email: agency.services@thehartford.com

Website: <https://business.thehartford.com>

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/20/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USAA INSURANCE AGENCY INC/PHS 65812845 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (888) 242-1430 FAX (888) 443-6112 (A/C, No, Ext):	
	E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC#	
INSURED LJ David Wallace 1330 SARATOGA AVE STEAMBOAT SPRINGS CO 80487-4925	INSURER A : Hartford Underwriters Insurance Company 30104	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS	
A	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability			65 SBM AG4BW0	05/19/2020	05/19/2021	EACH OCCURRENCE	\$1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence)				\$1,000,000	
			MED EXP (Any one person)				\$10,000	
			PERSONAL & ADV INJURY				\$1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE	
							AGGREGATE	
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE -EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	Employment Practices Liability Insurance			65 SBM AG4BW0	05/19/2020	05/19/2021	Each Claim Limit	\$25,000
							Annual Aggregate Limit	\$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

CERTIFICATE HOLDER**CANCELLATION**

Routt County
 Board of County Commissioners
 522 Lincoln Av, Suite 30
 Steamboat Springs CO 80487

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Susan S. Castaneda

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AGREEMENT REGARDING PROVISION OF PROFESSIONAL SERVICES

This Agreement Regarding Provision of Professional Services (the "Agreement") dated as of May 20, 2020, is between L. J. David Wallace ("Contractor") and Routt County, Colorado ("County"), by and through its Board of County Commissioners ("Board").

Recitals

A. County has heretofore requested a proposal from L. J. David Wallace for Temporary Public Health Director Services during the COVID-19 Pandemic while the Routt County Public Health Director is absent (the "Services");

B. Contractor has submitted to the County a proposal for the Services and represented to County that he has the expertise necessary to properly perform the Services;

C. After considering the proposal submitted by Contractor for the Services, the Board has decided to accept the proposal of Contractor for the Services subject to the execution of a contract between the Contractor and County acceptable to the Board; and

D. Contractor and County intend by this Agreement to set forth the scope of the work to be done by Contractor in connection with the Services and related terms and conditions to govern the relationship between Contractor and County in connection with the Services.

Terms and Conditions

1. Scope of Services: Contractor shall perform the daily duties of the Routt County Public Health Director in a skillful, professional and competent manner and in accordance with the standards of care, skill and diligence applicable to consultants in the field in which Contractor practices with respect to such work.

2. Compensation and Payment: As consideration for the work to be performed by Contractor hereunder, County shall pay to Contractor for hours required at a rate of \$35.00 per hour. The compensation to be paid to Contractor shall be paid upon receipt of invoice(s).

During the Services, Contractor shall submit billings for his work performed in connection with the Services on a monthly basis no later than the 10th day of the month following the month in which the work billed was done.

Such billings shall be submitted to Routt County Public Health Director, Kari Ladrow, for review and approval, for professional services and, upon request, Contractor shall provide County with such other supporting information as County may request. County shall pay all properly submitted invoices within 30 days after receipt of each such invoice and any supporting information requested by County. All billings shall include the Contractor's taxpayer identification number or social security number.

County is subject to the provisions of Section 20 of Article X of the Colorado Constitution (also referred to as the "TABOR Amendment") which limits its ability to enter into multiple-fiscal year financial obligations. Therefore, any financial obligation of County under this Agreement beyond the current fiscal year (calendar year) is subject to and conditioned upon the due adoption of a budget for the year in which the obligation is due by the Board of County which budget provides for or appropriates funds for such obligation. The financial obligation of County under this Agreement shall be from year to year only and shall not constitute a multiple-fiscal year direct or indirect debt or other financial obligation or any obligation payable in any fiscal year beyond the fiscal year for which funds are appropriated for the payment there

3. Personnel: Contractor understands that in retaining Contractor, County is relying primarily upon the expertise and personal abilities of L. J. David Wallace. This Agreement is conditioned upon the continuing direct personal involvement of L. J. David Wallace in the Services. However, in the event that L. J. David Wallace, for any reason, is unable to remain involved in the Services, Contractor shall immediately advise County of such fact and County shall have the option to terminate this Agreement.

4. Insurance: Contractor shall be responsible for worker's compensation and all other benefits for Contractor. **Contractor shall not be entitled to unemployment insurance benefits through the County and the Contractor shall be obligated to pay any federal or state income taxes due with respect to any sum payable by County hereunder.** Contractor shall maintain commercial general liability insurance providing bodily injury and property damage coverage with a combined single limit of at least \$1,100,000 and a deductible of not more than \$1,000. Prior to commencement of work on the Services, Contractor shall provide County with evidence, acceptable to County, that the insurance required hereby is in full force and effect. Contractor shall immediately provide County with written notice in the event any portion of the insurance coverage required by this Agreement is cancelled or if the insurer gives Contractor notice of its intent to cancel such insurance.

5. No Assignment: The parties to this Agreement recognize that the services to be provided pursuant to this Agreement are professional in nature and that in entering into this Agreement, County is relying upon the personal services and reputation of L. J. David Wallace. Therefore, Contractor may not assign his interest in this Agreement without the prior written consent of County, which may withhold such consent in its sole discretion. Except as so provided, this Agreement shall be binding on and inure to the benefit of the parties hereto, their respective successors and assigns, and shall not be deemed to be for the benefit of or enforceable by any third party.

6. Conflicts of Interest: Contractor shall not, at any time during the term of this Agreement, do work for, nor shall he have any financial interest or other relationship with any entity or project which would constitute a conflict of interest or influence or otherwise jeopardize the professional judgment of Contractor in connection with the Services.

7. Confidentiality: Contractor acknowledges that he may receive confidential information from County in connection with the Services or, as part of the Services, develop such information. Contractor shall take all precautions necessary to maintain and protect the confidentiality of any such information and to ensure that it shall be used only for the purposes of the Services.

8. Ownership of Work: Subject to County's obligation to compensate Contractor, all work, reports, designs, drawings, renderings and other work product produced by Contractor in connection with the Services shall belong to County and Contractor shall not use any part thereof for purposes other than the Services without the written consent of County.

9. Indemnification: Each party hereto shall indemnify the other party and hold and defend the other party and its officials, officers and employees harmless from all costs, claims and expenses arising from claims made by any person in connection with the acts or omissions of, or representations by, the indemnifying party if such cost, claim or expense is caused by, or is claimed to be caused by, the acts or omissions of the indemnifying party or its officials, officers or employees. This indemnification shall not apply to claims by third parties against the indemnified party to the extent that the indemnified party is liable to such third party for such claim without regard to the involvement of the indemnifying party. It shall be a condition to liability under this paragraph that the indemnified party promptly provide to the indemnifying party a copy of any summons, complaint or other notice of claim with respect to any claim for which the indemnified party may seek indemnification or defense hereunder. Within 10 days following the giving of such notice of claim by the indemnified party, the indemnifying party shall acknowledge receipt of such notice in writing to the indemnified party and, in such notice, accept the defense and obligation to indemnify the indemnified party hereunder. Following such acknowledgment, the indemnifying party shall take all actions reasonably necessary to protect the indemnified party from such claim and the indemnified party shall cooperate in such defense. In the event that the indemnifying party fails or refuses to give such acknowledgment of receipt and acceptance to the indemnified party within the 10 day period specified, the indemnified party may, but shall not be obligated, to assume its own defense and thereafter recover all costs of such defense from the indemnifying party.

10. Termination: County may terminate this Agreement at any time during the Term of this Agreement upon 10 days' written notice to Contractor without cause; provided, however, that within 30 days following such termination Contractor shall render a final billing for work completed and expenses incurred to the date of termination which shall be paid by County in accordance with Paragraph 2 hereof. In the event that County fails to pay any billing by Contractor for Services hereunder when due, then upon 10 days' written notice to County of such delinquency and the failure of County to pay all amounts then due to Contractor within such 10 day period, Contractor may, at its election cease work hereunder and terminate this Agreement by giving a written notice to County advising of such election. Such written notice of Contractor's election to terminate this Agreement may, but need not, be included in the notice of delinquency required hereunder. In such case such notice of the election to terminate shall be stated in the conditional form that the Agreement

shall be terminated if payment is not received within the 10 day period provided for payment of any delinquency.

13. Notices: Any notice required under this Agreement may be personally delivered or mailed in the United States mails, first class postage prepaid to the party to be served at the following addresses:

Contractor: L.J. David Wallace
1330 Saratoga Avenue
Steamboat Springs, CO 80487

County: Routt County Board of Commissioners
522 Lincoln Avenue, Suite 30
Steamboat Springs, Colorado 80487

Notices personally served shall be deemed served on the date of delivery. Notices mailed shall be deemed served the next business day following the date of mailing if mailed in the State of Colorado otherwise on the date which is two business days following the date of mailing.

14. Attorney Fees: In the event either party to this Agreement brings suit to enforce or interpret any portion of this Agreement, the party substantially prevailing in such action shall be entitled to recover all costs incurred in such action, including without limitation reasonable attorney's fees.

15. Entire Agreement: This Agreement constitutes the entire agreement between the parties concerning the Services and may not be amended except by a written document executed by both parties hereto.

16. Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and which together shall constitute a single instrument.

17. Choice of Laws and Venue: This Agreement shall be governed by and construed in accordance with the internal laws of the State of Colorado without reference to choice of laws rules. The parties agree that venue in any action to enforce or interpret this Agreement shall be in the District Court in the Fourteenth Judicial District for the State of Colorado.

By: 
L. J. David Wallace 5/21/20

Routt County, Colorado

By: _____
Timothy V. Corrigan, Chair
Board of County Commissioners

ATTEST:

Kim Bonner
Routt County Clerk

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: May 22, 2020	ITEM TIME:
--------------------------------	-------------------

FROM:	Erick Knaus/Lynaia South
TODAY'S DATE:	May 21, 2020
AGENDA TITLE:	Consideration of and Adoption of Amendments to and Extension of Public Health Order 2020-03

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:
<p>Consideration of and adoption of amendments to Public Health Order 2020-03 concerning businesses.</p> <p>Consideration of extension of Public Health Order 2020-03.</p>

II. RECOMMENDED ACTION:
<p>Motion to approve amendments.</p>

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE:
PROPOSED EXPENDITURE:
FUNDING SOURCE:
N/A

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):
N/A

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

V. BACKGROUND INFORMATION:

The proposed amendments under discussion to Routt County's Public Health Order 2020-03:

- incorporate any variance for restaurants if/when approved by the State; a local order (either incorporating in to this order or adopting a separate order) is required in order to implement the variance;
- provide for automatic incorporation should a variance be requested by Routt County and approved by the State;
- consider changes to face mask requirements;
- extend Order past May 27.

VI. LEGAL ISSUES:

N/A

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VIII. SUMMARY AND OTHER OPTIONS:

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**SECOND AMENDED STANDING PUBLIC HEALTH ORDER 2020-03
REQUIRING MITIGATION PLAN OF ALL BUSINESSES
ROUTT COUNTY BOARD OF HEALTH**

Recitals

A. Routt County Resolution 2009-018, established the Routt County Public Health Agency, pursuant to C.R.S. § 25-1-506, designating the Board of County Commissioners of Routt County as the Routt County Board of Health (“Board of Health”).

B. Public Health has the statutory authority to investigate and control the causes of epidemic or communicable diseases and conditions affecting public health, as well as to establish, maintain, and enforce isolation and quarantine, and to exercise physical control over persons within its jurisdiction as necessary for the protection of public health. C.R.S. § 25-1-506 (3)(b)(V) and (VI).

C. Public Health has the statutory authority to close schools and public places and to prohibit gatherings of people when necessary to protect public health. C.R.S. § 25-1-506.

D. Public Health has jurisdiction for both incorporated and unincorporated Routt County. C.R.S. § 25-1-506(2)(a).

E. The Director General of the World Health Organization has declared that COVID-19 constitutes a Public Health Emergency of International Concern and characterized it as a pandemic. The Secretary of the U.S. Department of Health and Human Services has declared COVID-19 constitutes a public health emergency and on March 13, 2020, the President of the United States declared a National Emergency. On March 10, 2020, Colorado Governor Jared Polis declared a State of Disaster Emergency and he extended that Declaration on April 8, 2020 and May 7, 2020. The Colorado Department of Public Health and Environment has confirmed that COVID-19 continues to spread throughout the State of Colorado, and community transmission of the illness has been confirmed in Routt County. On March 13, 2020, Routt County declared a local disaster and continued that declaration on April 13 and May 11, 2020.

F. In consultation with the Routt County Public Health Director and the Routt County Public Health Medical Officer, the Board of Health issues these orders to slow the spread of the COVID-19 virus.

G. These actions are some of the most available and effective tools to help slow the spread of the virus in our community – and, importantly, to reduce the number of potential deaths caused by COVID-19. By slowing the spread, we have a chance to protect our family, friends, and neighbors who are at risk for severe illness. In particular, this includes all adults over age 60 and anyone with an underlying health condition.

These actions will limit the cascading impacts on critical services due to high absenteeism if large numbers of workers become ill. This Order and actions will help hospitals, first responders, and other healthcare services continue to provide services for those who need them (along with utilities, human services, and businesses) in the coming weeks and months. Collective action can save lives and is in support of the most vulnerable in our community. The more united we can be in preventing the spread the greater the benefit for the whole community.

NOW, THEREFORE, IT IS ORDERED:

1. This Order is effective within the entirety of Routt County, including all cities and towns within the County.
2. The issuance of this Order is deemed reasonable and necessary for the preservation of the public health, safety and welfare.
3. This Order applies to any individual, business or organization, including for profit or non-profit, regardless of its corporate structure, engaged in any commercial, manufacturing, or service activities (collectively “Business”). For the purposes of this Order, the term “employee” shall include owners, contractors, subcontractors, workers, and volunteers regardless of the absence of any employer-employee relationship.

4. **Social Distancing Requirements for all Businesses.**

All Businesses operating within Routt County shall immediately implement the following Social Distancing Requirements:

- a. Older adults (age 60 and older) and individuals with underlying medical conditions that are at increased risk of contracting COVID-19 are encouraged to not visit a Business (whether as an employee, customer, or other person). Employers are encouraged to provide additional mitigation for these employees whenever possible.
- b. Employees must self screen for COVID-19 symptoms each day, including measuring the employee’s temperature. Businesses shall keep records that the screen was completed such as having employees sign a record that the symptom check has been completed. Any employee that exhibits COVID-19 symptoms must be excluded from work.
- c. Social distancing measures must be employed to ensure that employees and people from the public can easily maintain a minimum of 6 foot distance from each other, except for momentary circumstances to accept payment, deliver goods, walk past, perform otherwise necessary tasks, or the nature of the Business requires closer proximity. Achieving adequate social distancing may require limiting the number of people that can enter or participate in a location at any one time.
- d. **All employees and customers must cover their nose and mouth with a face-covering**, unless the nature of the Business requires the removal of the face-covering.

e. Where lines may form at a facility, six-foot increments at a minimum must be marked, establishing where individuals should stand to maintain adequate social distancing.

f. Signs at the entrance of each facility that remains in use must be posted informing all employees and customers that they should avoid entering the facility if they have a cough or fever, maintain a minimum six-foot distance from one another, sneeze and cough into a cloth or tissue or, if not available one's elbow, not shake hands, or engage in any unnecessary physical contact.

g. Hand sanitizer, soap and water, or effective disinfectant shall be made available at or near the entrance of the facility, any area where there is high-frequency employee interaction with members of the public such as the cashier, and in other appropriate areas for use by attendees, the public, and employees.

h. Contactless payment systems should be provided, or, if not feasible to do so, all payment portals, pens, and styluses must be disinfected after each use.

i. Other high-touch surfaces should be regularly disinfected and environmental cleaning guidelines from the US Centers for Disease Control and Prevention (CDC) must be followed (e.g., clean and disinfect high touch surfaces daily or more frequently).

j. Vehicles, other than those used for public transit, that transport more than one employee of businesses are a higher-risk environment therefore the following requirements must be met.

i. Employees must use hand sanitizer prior to entering the vehicle.

ii. Employees must cover their nose and mouth with a non-medical, cloth face-covering when in vehicle.

iii. The number of passengers must be limited to 50% of the vehicle's occupancy to increase the distance between passengers to the largest extent possible.

iv. Windows must remain open and/or ventilation increased.

v. High-touch surfaces in the vehicle shall be disinfected daily.

k. Businesses shall limit travel by employees in and out of Routt County. If a Business has employees that travel in order to work, the Business shall take reasonable measures to reduce this travel, such as allowing employees to remain in Routt County to complete their work. Such measures shall be included in the Mitigation Protocol, defined below.

5. Mitigation Protocol.

All Businesses at which there is more than one person present at any time (whether employees or members of the public) must prepare a "Mitigation Protocol" by 8:00 a.m. on April 14, 2020, or prior to opening to more than one person, whichever is later, for each facility or operational location in Routt County. The Mitigation Protocol must be substantially in the form attached to this Order as Appendix A and must address the Social Distancing Requirements in paragraph 5, above.

a. The Mitigation Protocol must be posted at or near the entrance of each facility that remains in use, and shall be easily viewable by the public and employees. A copy of the Mitigation Protocol must also be provided to each employee performing work at the facility.

b. All Businesses shall implement their Mitigation Protocol and provide evidence of its implementation to any authority enforcing this Order upon demand.

c. For construction Businesses, the COVID-19 Construction Site Management Plan Requirements issued by the Routt County Regional Building Department, as may be amended from time to time, are incorporated in to this Order as if fully set forth herein. The Construction Site Management Plan shall incorporate all requirements of this Order and may be posted as a substitute for the Mitigation Protocol required herein.

d. For any Business that serves food that would be allowed to be open under the Variance Request submitted by Routt County to the State: The requirements of the Mitigation Protocol - Restaurants approved by the State in granting the Variance are incorporated in this Order as if fully set forth herein and shall satisfy the Mitigation Protocol requirement herein. Such businesses shall not be allowed to operate pursuant to the Variance until approved by the State.

e. For any other Business that is subject to a Variance Request submitted by Routt County to the State: The requirements of the Mitigation Protocol for that business type approved by the State in granting the Variance are incorporated into this Order as if fully set forth herein and shall satisfy the Mitigation Protocol requirement herein. Such businesses shall not be allowed to operate pursuant to the Variance until approved by the State.

d. Failure to develop and post a Mitigation Protocol or inability to meet the requirements of the Mitigation Protocol and this Order may result in the closure of a Business and its facilities.

6. The responsibility for compliance with this order shall apply to the owner of the Business and the property owner of the property on which the facility is located. In addition, each employee or member of the public utilizing the facilities of the Business shall be personally responsible for their own compliance with this Order.

7. Any Business that provides more stringent mitigation and social distancing requirements shall be deemed to have met the intent of this Order.

8. **Most Restrictive Standard Controls.** To the extent any State and/or Federal orders or laws are more restrictive than what is set forth herein, such orders control.

9. **Judicial Review.** Any person aggrieved and affected by this Order has the right to request judicial review by filing an action with the Routt County District Court within 90 days of the date of this Order, pursuant to C.R.S. § 25-1-515. However, you must continue to obey the terms of this Order while your request for review is pending.

10. **Penalties.** Failure to comply with this Order is subject to the penalties contained in C.R.S. §§ 25-1-516 and 18-1.3-501, including a fine of up to five thousand (\$5,000) dollars and imprisonment in the county jail for up to eighteen (18) months and may subject the person to a civil action for damages.

11. This Order is effective, as amended as of May __, 2020 and is in effect for 30 days, through June __, 2020, unless extended or earlier rescinded.

ORDERED THIS __ day of May, 2020.

BY THE BOARD OF HEALTH FOR ROUTT COUNTY, COLORADO.

Timothy V. Corrigan, Chair

ATTEST:

Kim Bonner,
Routt County Clerk and Recorder

DRAFT

**APPENDIX A
MITIGATION PROTOCOL**

Business name: _____

Facility Address: _____

Category of Business allowing business to be open: _____

Approximate gross square footage of space open to the public: _____

Approximate gross square footage of space total: _____

Businesses must implement all applicable measures listed below OR indicate why any measure that is not implemented is inapplicable to the business.

Signage:

____ Signage has been posted at each entrance of the facility or location to inform all employees and customers that they must:

- avoid entering the facility or location if they have a cough or fever;
- maintain a minimum six-foot distance from one another;
- sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
- not shake hands or engage in any unnecessary physical contact; and
- cover their nose and mouth with a non-medical, cloth face-covering.

____ Signage has been posted with a copy of the Mitigation Protocol at each entrance to the facility or location.

Measures To Protect Employee Health:

____ Everyone who can carry out their work duties from home has been directed to do so.

____ All employees have been told not to come to work if sick (including any of the following- headache, sore throat, fever, dry cough, recent inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting and abdominal pain).

____ Employee(s) shall self-screen for COVID-19 symptoms each day, including measuring the employee's temperature. The employee is asked to sign a record that the symptom check was completed. Any employee that exhibits COVID-19 symptoms must be excluded from work.

____ All desks, individual work stations or work areas are separated by at least six feet.

____ Break rooms, bathrooms, and other common areas, and other high-touch surfaces are being disinfected frequently, on the following schedule:

Break rooms:

Bathrooms:

Other:

___ Disinfectant and related supplies are available to all employees at their workstations and the following location(s):

___ Hand sanitizer effective against COVID-19 is available to all employees at workstations and the following location(s):

___ There are no employees that travel in and out of Routt County to perform work.

OR

___ If there are employees that travel in and out of Routt County to perform work, the following measures have been implemented in order to reduce that travel and therefore reduce the potential spread of COVID-19:

___ Copies of this Protocol have been distributed to all employees.

Additional Measures:

Measures To Prevent Crowds From Gathering:

___ Limit the number of customers in the facility at any one time to ___ which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

___ Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

___ Placing per-person limits on goods that are selling out quickly to reduce crowds and lines.

Explain:

Additional Measures:

Measures To Keep People At Least Six Feet Apart:

___ Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks to public entrances with signs directing customers to use the markings to maintain distance.

___ Separate order areas from delivery areas to prevent customers from gathering.

___ All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.

Additional Measures:

Measures To Prevent Unnecessary Contact:

___ Preventing people from self-serving any items that are food-related.

___ Lids for cups and food-bar type items are provided by staff; not for customers to grab.

___ Bulk-item food bins are not available for customer self-service use.

___ Contactless payment systems have been provided or, if not feasible, sanitizing payment systems regularly. Describe:

___ Providing curb-side drop-off/pick-up of products.

Measures To Increase Sanitization:

___ Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.

___ Employee(s) assigned to disinfect carts and baskets regularly.

___ Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the facility or immediately outside where people have direct interactions.

___ Disinfecting all payment portals, pens, and styluses after each use. Disinfecting all high-contact surfaces frequently.

Additional Measures:

Measures To Reduce Exposures in Employee Shared Transportation:

___ Employee(s) self screen for COVID-19 symptoms each day and excluded if symptomatic.

___ Hand sanitizer is used by each employee prior to entering the vehicle.

___ The number of passengers has been reduced by 50% of the vehicle's occupancy and passengers sit in locations to maximize the distance between one another.

___ Employees wear a non-medical, cloth face-covering when in vehicle containing more than one person.

___ Windows will remain open or ventilation is increased.

___ Disinfecting all high-contact surfaces of the vehicle will be done at the end of each day.

Additional measures:

Supervisor/Employee to contact with any questions or comments about this protocol:

Name: _____

Phone number: _____

From: idubinsky@aol.com

To: # BCC

Subject: Public Comment regarding face masks

Date: Thursday, May 21, 2020 12:58:34 PM

In our opinion, there is still much to be known about the variables regarding the transmission of Covid 19.

The wearing of face masks in public represents to us the most basic respect to each other in this community. We have been very proud of the steps that the people here have taken to protect each other,

and we hope that commitment continues. We would be very uncomfortable at this time being in public places without everyone wearing a face mask.

Thank you, Lynn and Ira Dubinsky

From: Arianthe Stettner

To: # BCC

Cc: Lisa Schlichtman

Subject: Public Comment for May 22nd hearing regarding face masks

Date: Thursday, May 21, 2020 12:57:01 PM

Dear Commissioners,

I am in full support of the current requirement that face masks should be worn in public places in Routt County during this pandemic. The Commissioners' decision to protect the health of our residents and visitors from COVID-19 exposure with this policy is highly appreciated.

Not until there is an effective vaccine, rigorous testing, or state guidelines being met, should mask-wearing be relaxed in Routt County.

I am concerned about the exposure to this virus for those who must work in public places, for our first responders and those who provide healthcare, and for the most vulnerable among us. Given that many people do not exhibit symptoms (remember Typhoid Mary?) even if they can transmit the illness, the policy of requiring masks makes sense for everyone. We do not want our visitors sharing their COVID-19 infections with the rest of us or vice-versa. We don't want to overwhelm our health care facilities. We don't want to be on lock down again!

Routt County currently is and should remain a safe haven for all of us. Wearing a mask in public is a display of community, caring, and consideration for others.

Thank you for your leadership in caring for the well-being of your constituents.

Sincerely,

Arianthé C. Stettner

Dear Commissioners,

I am writing to ask that you continue the mandatory mask requirement in Routt County. Masks are such an easy way to keep us safe as we ease back into a more public life. And masks are critical to keeping our front line folks as safe as possible.

Last week, I watched one man at City Market roam the store without a mask, the ONLY person in the store without a mask, clearly making a statement that his freedom to choose outweighed the health of everyone else in the store.

Such a disappointing display of disregard for one's fellow humans. Without a county-wide mask requirement, there will be more and more people like him...who put their personal preferences ahead of the community that serves and supports them.

Thank you all for your tough and wise stance on this critical public health matter.

Yours truly,

Melissa Hampton

Steamboat Springs

RE: face masks

We want to support local businesses but neither I or my husband will feel safe doing so in the county without a mandatory facemask ordinance in place.

Please do not discontinue or make this ordinance optional.

Thank you

--

Bob and Judy hiester

I would Like to register my strong support for the mandatory masks in public places rule to remain in place.

It is not time to loosen this mandate yet. Wearing masks in public protects me, you, and anyone that we are in close contact with whose exposure is unknown.

Thank you for your careful consideration of the measures that are protecting all of us still.

Mary Walker

Clark

I feel very strongly about the need to continue to wear masks-in-public

Obvious reasons are....

Wearing a mask is a sign we care.

Wearing a mask is a sign of respect for ourselves and others.

Wearing a mask protects those who serve us in public places.

Wearing a mask will help protect all of us from a virus outbreak coming from outside Routt County.

Wearing masks will keep covid numbers down our local economy open

Its not time yet to let our guard completely down

Wearing a mask is so simple and amazingly effective!!

Thank you

Nancy Good

When almost all evidence to date indicates masks have helped stop the spread of the virus, when a further outbreak in our area could risk the reopening of our schools, parks, and next year's ski season, would a rational person object to doing their part to help control the virus by wearing a mask?

Arthur Lipschultz

Steamboat Springs

I am a 76-year-old resident of Routt County who has not yet been infected by the Corona virus - and I do not want to get infected. I have a sore throat this evening and am in a panic about whether I might somehow have picked up the virus. Since I have been careful to wear my mask around other people, I am fairly certain that I am safe. If, however, the commissioners decide to no longer require that people need to wear masks, I would feel much less safe.

Please do not change the regulation about wearing masks in public.

Marda Frazer

From: Robert and Diane Capps

Masks have proven they prevented more people from becoming sick, which is evident by watching the case numbers in other countries who wore masks earlier in the pandemic.

Wearing masks shows our concern for our fellow citizens especially our seniors.

Wearing masks shows our respect for others health.

Wearing masks protects the health of our essential workers who don't have the choice to shelter at home but help give many of us that choice.

Wearing masks protects us all from an outbreak coming from outside Routt County.

Wearing masks keeps the covid virus down which helps open our local economy.

For the health and welfare of our local economy please keep the current mandatory masks in public a requirement in place and enforce it.

Regards,

Bob and Diane

Dear Commissioners,

As we take steps to open up our local economy, we should continue to take precautions to mitigate the spread of COVID-19 in our community. This includes the basic public health practices of social distancing and wearing masks in public places. These measures should remain in place until we have statistically valid evidence that the risk of contagion has abated in our area. I will not visit local businesses that do not adhere to these practices.

Sincerely,

Jay Gallagher

Bradley Ranch

Steamboat Springs

Dear Commissioners:

We are owners and managers of Routt County businesses and concerned Routt County citizens.

It's time for you to allow Public Health Order No. 3 to expire and to defer to the State's guidance. We don't need a County level order, and your regulations are hurting our businesses and our community and unnecessarily increasing and maintaining a climate of fear and division in Steamboat and the rest of the County. Based on the lack of COVID cases in Routt County, continuation of a County level order is neither justified nor appropriate, and based on data from around the state, continuation would be irrational.

In a previous meeting, Commissioner Melton implied that having a County-level order (rather than defer to the State) has made a difference in reducing COVID cases in Routt County. If this were correct, counties that have not chosen to enact orders comparable to Public Health Order No. 3 (e.g., mandating facemasks and strict mitigation protocols) and have merely followed the State's guidance would have seen increased COVID cases as a percentage of population in comparison to Routt County. In reality, the opposite of what Commissioner Melton implied is true:

This map compares county-level restrictions to the state restrictions:

<http://counties.coloradogeodev.com/safer.html>. The following case data is from

<https://covid19.colorado.gov/data/case-data> and <https://covid19.colorado.gov/covid-19-data> and the population data is from www.census.gov:

1. Routt County—59 cases/25,638 people=0.23% cases/population.

2. Among other examples, compare this information to information from counties that follow the state's restrictions and have no order comparable to Public Health Order No. 3 or have even fewer restrictions that under the State's order:
 - a. Delta County—55/30,953=0.178%

 - b. El Paso County--1175/720,403=0.163%

 - c. Garfield County—114/60,061=0.189%

- d. Grand County— $5/15,525=0.032\%$
- e. Jackson County— $0/1399=0.000\%$
- f. Mesa County— $50 \text{ cases}/154,210 =0.034\%$.
- g. Moffat County— $6 \text{ cases}/13,283=0.045\%$
- h. Montrose County-- $136/42,758=0.318\%$
- i. Rio Blanco County— $1/6336=0.016\%$

Even Eagle County, which had a large initial number of cases, was among the first to apply for a state-level variance. Eagle County has no order in place comparable to Public Health Order No. 3, and continues to loosen restrictions:

https://www.eaglecounty.us/PublicHealth/News/Eagle_County_to_update_COVID-19_public_health_order/. Yet, Eagle County has not seen any spike in cases.

We strongly urge you to make decisions based on the data, not based on your individual emotions or fears. We appreciate your efforts, but at this point you would much better serve us if you would defer to the experts at the State level.

Respectfully,

RT Barry

Colorado Haven LLC

Tyke Pierce

Owner

Northwest Consultants, Inc. d/b/a Tyke Pierce Construction

Britt Price

Owner

BBP Apres Ski LLC

Curt Weiss

Owner

Central Park Management

Scott Marr

Owner/Operator

Holiday Inn Steamboat

Del Lockhart

Rex Brice

Owner

Rex's Family of Restaurants

Jill Limberg

Managing Broker

Steamboat Sotheby's International Realty

John and Pam Oberly

Owners

McKnight's Irish Pub

Michelle Schiau

Currently unemployed due to COVID restrictions

Amy J. Williams, MAI, Broker/Owner

Colorado Group Realty

Nash-Johnson Associates, Inc.

Travis L. Holmquist

President

HLCC Construction Co.

Jeremy MacGray

Owner

Mambos, Besame, Yampa Valley Kitchen, and JSM Builders

Tom Ihrig

Owner

Steamboat Discount Liquor

Christy Belton

Owner

Ranch & Resort Realty

Matt Belton

Owner

Belton Livestock

Poke and Billie Keithley

Owners

P&B Shirts & Stuff

Tom Fox

Founder

Fox Construction, Inc.

Douglas N. Labor

Owner

Resort Realty & Consulting

Ed MacArthur

Chairman

Native Excavating, Inc.

Phillips Armstrong

Destination Hospitality Restaurant Group

Pam Vanatta

Co-owner

Steamboat Sotheby's International Realty

David and Brandi Eliason

Owners

Back Door Grill, O'Neil's Tavern, How ya Doin Pizza

Nichole Ouellett

Operations Manager

Eliason Restaurants

Denise Olsen

General Manager

O'Neil's Tavern

Gabriel Sanchez
General Manager
Back Door Grill

Mary Wold
General Manager
How ya Doin Pizza

Paxton Jones
Owner
Alpine Insurance Co.

Marci and Tom Valicenti
Owners/Brokers
Colorado Group Realty

Michael E. Williams
Owner
MEW Farms, Inc.

Hannah Hopkins
Mambos Restaurant

Doug Matthews
Owner
The Bakery LLC

David B. Wilson

Member

Sherman & Howard L.L.C.

Kelly M. Wilson

Joseph D. Harker

Matt Larner

Caryn Wood

HR Specialist

Resort Group

Norbert Turek

Broker

Elk River Realty

Lisa Douglas

Owner

The Spa/Salon

Dave Moloney

Broker

Colorado Group Realty

Lori Elliot

Owner

Elliott Appraisal Services, Inc.

Darrell Camilletti

Ranch and Business Owner in Routt County

Gil Ramirez

Owner

ASI Appraisal Services, LLC

Celia Mitchell

Registered Nurse

Laura Hetrick

Del Look

Scott (River) MacGray

Owner

River's Building, Inc.

Scott Agnew

Owner

Double Diamonds Bar

Patrick Groves

Owner

The Tap House

Carrie Helmcamp

Attorney

John Kueber

Roofer

Ken Constantine

Owner

Elk River Guns

Luke Berlett and the entire team at

Berlett Roofing

Luke Berlett and family

Craig Townsend

Ranch, Recreational, and Residential Properties

Broker Associate

Steamboat Sotheby's International Realty

Shane Yeager

Bar lazy L sleigh Rides

and Colorado Premier Outfitters

Jackie and Brandon Pfaff

Owners

Dude & Dan's Bar and Grill

Sherry Benson

Holly Fielding

Owner

Steamboat Academy of Music

Jennifer Jurgovan

The Steinberg Team

Steamboat Sotheby's International Realty

David Truly

Owner

Truly Custom Remodelling

Jennifer Schubert-Akin

President and CEO

The Steamboat Institute

Jeb Brewster

Business Development Manager

Haigh-Farr, Inc.

Rick Akin

Founder and Managing Partner

The Akin Law Firm

Burga Nestora

Bill and Susan Friesell

Richard Lowe

President (Retired)

Xpedx, a division of International Paper Co.

Chuck Jones

Retired

Les and Pat Norman

Ken Majors

Business Manager

50% Steamboat Springs resident