

## ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

### Regular Meeting

July 5, 2022

Times listed on the agenda are approximations and may be longer or shorter, or being earlier than scheduled, with no notice. Agendas are subject to change 24 hours before the meeting start time. To ensure you have the most up-to-date information, please check the agenda after 24 hours of its start time.

If you are joining the meeting for a specific item, please join 10 minutes before the item to ensure you are present for the beginning of the item.

All regular meetings are open to the public unless otherwise noted. All meetings will be held in the Routt County Historic Courthouse - 522 Lincoln Avenue, Hearing Room, Steamboat Springs - or otherwise noted.

Please [CLICK HERE](#) to join the webinar via Zoom.

To join by telephone dial 1-346-248-7799

Webinar ID: 851 5180 1592 Password: 444052

1. 9:30 A.M. CALL TO ORDER
2. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL
3. CONSENT AGENDA ITEMS

Items of routine and non-controversial nature are placed on the consent agenda to allow the Board of County Commissioners to spend its time and energy on more important items on a lengthy agenda. Any Commissioner may request that an item be "PULLED" from the consent agenda and considered separately. Any member of the public may "REQUEST" any item to be "PULLED" from the consent agenda.

- A. APPROVAL OF COUNTY COMMISSIONERS' MINUTES: MEETINGS OF OCTOBER 12 & 19, NOVEMBER 2, 9, 16, & 23, DECEMBER 7, 14, 21, 28 & 31, 2021

Documents:

[OCTOBER 12, 2021.PDF](#)  
[OCTOBER 19, 2021.PDF](#)  
[NOVEMBER 2, 2021.PDF](#)  
[NOVEMBER 9, 2021.PDF](#)  
[NOVEMBER 16, 2021.PDF](#)  
[NOVEMBER 23, 2021.PDF](#)

[DECEMBER 7, 2021.PDF](#)  
[DECEMBER 14, 2021.PDF](#)  
[DECEMBER 21, 2021.PDF](#)  
[DECEMBER 28, 2021.PDF](#)  
[DECEMBER 31, 2021.PDF](#)

**B. APPROVAL AND AUTHORIZATION FOR THE CHAIR SIGN THE ANNUAL FAIR ALCOHOL BEVERAGE RESOLUTION AND BEER CONCESSION AGREEMENT**

Documents:

[BCC COMMUNICATION FORM FAIR ALCOHOLIC BEVERAGE RESOLUTION AND CONCESSION AGREEMENT.PDF](#)  
[FAIR ALCOHOLIC BEVERAGE RESOLUTION AND CONCESSION AGREEMENT 1.PDF](#)  
[FAIR ALCOHOLIC BEVERAGE RESOLUTION AND CONCESSION AGREEMENT 2.PDF](#)

**4. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT AGENDA**

**5. 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.

IF YOU ARE ATTENDING THE MEETING REMOTELY, To make a public comment raise your hand on the Zoom platform if online; if calling in press \*9. Another option is to download the Zoom app that allows you to raise your hand as well. The moderator will then select you when it is your turn. Written public comment can also be submitted to [bcc@co.routt.co.us](mailto:bcc@co.routt.co.us).

Please make sure to indicate in the subject line of your email that it is public comment and reference the agenda item to which it relates. Public comments will be entered into the record.

**6. 9:35 A.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. ROUTT COUNTY JAIL EMERGENCY REPAIRS GENERAL CONTRACTOR APPROVAL**

Request the Board of County Commissioners approve the award, the Chair sign the Notice of Award and authorize the County Manager electronically sign the Purchase Order to HLCC Construction Company for construction management of Emergency Repairs at the Routt County Jail in the amount not to exceed \$156,309.

Documents:

[RC JAIL HLCC GC AWARD APPROVAL BCC AGENDA COMMUNICATION FORM.PDF](#)  
[HLCC CONSTRUCTION CONTRACT FINAL.PDF](#)  
[HLCC CONSTRUCTION CONTRACT EXHIBIT A.PDF](#)

**B. RFP 765 YVRA GA DEVELOPMENT PHASE 1 AWARD APPROVAL**

Request the Board of County Commissioners approve the award for YVRA GA Development Phase 1 to Business Aviation Group, LLC and authorize

the Airport Director to move forward with Land Lease negotiations.

Documents:

RFP 765 YVRA GA DEVELOPMENT PHASE 1 AWARD APPROVAL BCC  
AGENDA COMMUNICATION FORM.PDF  
BA-GROUP - RFP 765 -FOR-HDN-FINAL-CONFIDENTIAL  
INFORMATION REMOVED .PDF

**7. 9:55 A.M. LEGAL**

Erick Knaus, County Attorney

**A. UPDATE AND LEGAL ADVICE ON SPECIFIC PENDING MATTERS**

Executive session to be requested under C.R.S. Section 24-6-402(4)  
(b) conference with County Attorney to receive legal advice on  
specific legal issue.

**8. 11:30 A.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. YVRA SECURITY COORDINATOR PAY SCALE**

Consideration to approve the Yampa Valley Regional Airport Security  
Coordinator pay scale.

Documents:

BCC AGENDA ITEM -YVRA PAY SCALE APPROVAL.PDF  
ASC JOB DESCRIPTION AND PAY SCALE RECLASSIFICATION-  
REQUEST FOR APPROVAL.PDF  
AIRPORT SECURITY COORDINATOR SALARY RECOMMENDATION  
AND JUSTIFICATION.PDF  
AIRPORT SECURITY COORDINATOR -JOB DESCRIPTION 6-28-  
2022.PDF

**B. YVRA ASSISTANT SECURITY COORDINATOR PAY SCALE**

Consideration to approve the Yampa Valley Regional Airport Assistant  
Airport Security Coordinator Pay Scale.

Documents:

BCC AGENDA ITEM -YVRA AASC PAY SCALE APPROVAL.PDF  
YVRA AASC JOB DESCRIPTION AND PAY SCALE - REQUEST FOR  
APPROVAL.PDF  
AIRPORT SECURITY COORDINATOR SALARY RECOMMENDATION  
AND JUSTIFICATION.PDF  
YVRA ASSISTANT AIRPORT SECURITY COORDINATOR JOB  
DESCRIPTION JUNE 2022.PDF

**9. 11:50 A.M. YAMPA VALLEY REGIONAL AIRPORT**

Kevin Booth, Director

**A. YVRA RENTAL CAR QUICK TURNAROUND (QTA) FACILITY**

Consideration for approval and authorization for the Chair to sign the

attached Notice of Award, Construction Contract, and Notice to Proceed for FCI Constructors Inc. for construction of the YVRA Rental Car Quick Turnaround Facility.

Documents:

[BCC AGENDA FORM FOR YVRA RENTAL CAR QTA FACILITY CONSTRUCTION 5 JUL 22.PDF](#)  
[CONSTRUCTION CONTRACT, NOA AND NTP FOR FCI AS OF 28 JUN 22.PDF](#)

**10. 12:00 P.M. MEETING ADJOURNED**

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.