

## ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

### Regular Meeting

November 16, 2021

**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 0667 0945 Password: 522

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 A CORRECTION TO THE 2021 COMMISSIONERS' APPOINTMENT LIST CHANGING THE HUMAN RESOURCES COALITION ALLOCATION COMMITTEE APPOINTEES TO KELLY KISSLING AND JULIE HULSLANDER (ALT) AND REMOVING THE HUMAN RESOURCE COALITION AS AN APPOINTMENT;

Documents:

[APPOINTMENTS 2021\\_CORRECTED\\_11.16.21.PDF](#)

- B. APPROVAL OF THE WRITE OFF ON A \$50 UNCOLLECTED DEBT FROM DOUBLE Z FOR A 2019 FAIR BOOK AD.

Documents:

[4190 \(1\).PDF](#)

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

**5. 9:40 A.M. 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. 9:40 A.M. LEGAL**

Erick Knaus, County Attorney

**A. RESOLUTION CONTINUING DECLARATION OF LOCAL DISASTER (TWENTY-FIRST)**

Consideration of and adoption of a Resolution Continuing Declaration of Local Disaster.

Documents:

[DISASTER DECLARATION COMMUNICATIONS FORM 11-8-21.PDF](#)  
[DISASTER DECLARATION TWENTY-FIRST CONTINUE RESOLUTION 11-8-21.PDF](#)

**B. LEGAL PENDING MATTERS AND LITIGATION DOCKET**

*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.*

**7. 10:45 A.M. TREASURER**

Lane Iacovetto, Treasurer and Public Trustee

**A. PAYMENTUS PAYMENT PROCESSING AGREEMENT AMENDMENT**

Consideration for approval and authorization for the Chair to sign Paymentus payment processing agreement amendment.

Documents:

[BCC AGENDA COMMUNICATION FORM PAYMENTUS .PDF](#)  
[ROUTT COUNTY CO\\_AMENDMENT UB PRICING\\_100721.PDF](#)

8. **11:15 A.M. GRANT ADMINISTRATION**  
Caroline McClenahan, Grant Administrator

**A. APPROVAL OF THE FAIRGROUNDS GOCO INITIAL APPLICATION**

Documents:

[BCC COMMUNICATION FORM GOCO GRANT FAIRGROUNDS NOV 2021.PDF](#)  
[FINAL NARRATIVE GOCO COMMUNITY IMPACT PROGRAM 11.2021..PDF](#)  
[ROUTT COUNTY FAIRGROUNDS GOCO UNIVERSAL BUDGET FORM.PDF](#)

9. **11:45 A.M. PURCHASING**  
Julie Kennedy, Purchasing Agent

**A. RFP 732 YVRA FAR PART 139 SOFTWARE PURCHASE APPROVAL**

Request the Board of County Commissioners approve the purchase, sign the AeroSimple, LLC Enterprise Software Agreement and authorize the County Manager to electronically approve the requisition for FAR Part 139 Software in the amount not to exceed \$60,000.

Documents:

[RFP 732 YVRA FAR PART 139 SOFTWARE PURCHASE BCC AGENDA COMMUNICATION FORM TEMPLATE.PDF](#)  
[RFP 732 AEROSIMPLE PROPOSAL YVRA PART 139 SOFTWARE.PDF](#)  
[AEROSIMPLE ENTERPRISE SOFTWARE AGREEMENT.PDF](#)  
[RFP 732 YVRA PART 139 SOFTWARE BID TABULATION.PDF](#)

**B. HHS BUILDING MATERIALS TESTING SOLE SOURCE APPROVAL REQUEST**

Request the Board of County Commissioners approve the Sole Source award, the Chair sign the Professional Services Agreement and authorize the County Manager to electronically sign the PO to Northwest Colorado Consultants (NWCC), Inc. for the HHS Building Materials Testing during the construction project for an amount not to exceed \$39,017.

Documents:

[HHS BUILDING MATERIALS TESTING SOLE SOURCE APPROVAL BCC AGENDA COMMUNICATION FORM.PDF](#)  
[NWCC PSA 11.16.21.PDF](#)  
[NWCC PSA EXHIBIT A ROUTT COUNTY HELATH HUMAN SERVICES OFFICE BUILDING COMT SPECIALS.PDF](#)

10. **12:05 P.M. LUNCH BREAK**

11. **1:00 P.M. ACCOUNTING**  
Dan Strnad, Accounting Director

**A. PRESENTATION OF 2020 AUDIT OPINIONS AND AUDITOR'S LETTER TO THE BOARD**

Presentation of the 2020 audit opinions and Auditor's Letter to the Board (Report to Governance) by McMahan & Associates LLC, Michael Jenkins, Partner.

Documents:

[BCC AGENDA COMMUNICATION FORM.PDF](#)  
[ROUTT COUNTY 2020 FINANCIAL AND COMPLIANCE REPORT .PDF](#)  
[ROUTT COUNTY 2020 AUDITOR LETTER TO GOVERNING BOARD.PDF](#)

**12. 1:30 P.M. HUMAN SERVICES**

Kelly Kissling, Director

**A. APPROVAL OF FIRST IMPRESSIONS RFP**

Review and discussion of RFP to hire a consultant to help determine how to create a dedicated, sustainable, long-term funding source for Early Childhood Education.

Documents:

[FIRSTIMPRESSIONSRFP.PDF](#)  
[ECE FUNDING STUDY PROFESSIONAL SERVICES.PDF](#)

**13. 2:00 P.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. COMPENSATION SURVEY UPDATE AND DISCUSSION**

Discussion and Direction on the Compensation Survey

Documents:

[AGENDA ITEM - COMPENSATION STUDY UPATE 11-16-2021.PDF](#)

**14. 3:00 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.