

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

## Regular Meeting

June 7, 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. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL

### 2. 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. APPROVE CONTRACT AMENDMENT 23 QAAA 175659 FIRST IMPRESSIONS

BCC approval of a contract amendment between Colorado Department of Early Childhood and First Impressions of Routt County adding addition funding to Quality Improvement General Accounting Encumbrances.

Funding is earmarked for local childcare providers who submit a Quality Improvement plan.

Documents:

**B. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A LIQUOR LICENSE RENEWAL FOR CATAMOUNT DEVELOPMENT LLC DBA CATAMOUNT RANCH & CLUB FOR A HOTEL & RESTAURANT LICENSE WITH 5 OPTIONAL PREMISES.**

Documents:

[BCC AGENDA COMMUNICATION FORM - READ ONLY.PDF](#)

**C. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN PL-21-148 WILLOW POINT SUBD PLAT, FILING 2**

Documents:

[PL-21-149 WILLOW POINT SUBD F2 APPLICATION.PDF](#)  
[RESOLUTION.PDF](#)  
[PLAT PAGE 1.JPG](#)  
[PLAT PAGE 2.JPG](#)

**D. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE REGIONAL SOLAR BILL CREDIT AGREEMENT AND REGIONAL PARTNER AGREEMENT**

Documents:

[YVEA - REGIONAL PARTNERS BILL CREDIT AGREEMENT.PDF](#)  
[REGIONAL PARTNER AGREEMENT.PDF](#)

**E. APPROVAL OF COUNTY COMMISSIONERS' MINUTES: MEETINGS OF APRIL 12, 19, & 26, MAY 3, & 10 2022**

Documents:

[APRIL 12 2022.PDF](#)  
[APRIL 19 2022 DRAFT.PDF](#)  
[APRIL 26 2022.PDF](#)  
[MAY 3 2022.PDF](#)  
[MAY 10 2022.PDF](#)

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

**4. 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.

**5. 9:35 A.M. ROUTT COUNTY SHERIFF'S OFFICE**

Garrett Wiggins, Sheriff

**A. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A CONTRACT BETWEEN THE SHERIFF'S OFFICE AND USFS**

Consideration to approve and sign a contract between the Sheriff's Office and USFS.

Documents:

[APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A CONTRACT BETWEEN RCSO AND USF.PDF](#)

**6. 9:45 A.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. YVRA TERMINAL ROOFTOP HVAC REPLACEMENT APPROVAL**

Request the Board of County Commissioners approve the award, the chair sign the contract and authorize the County Manager to electronically sign the Purchase Order for the Routt County YVRA Terminal Rooftop HVAC Replacement to Hannah Mechanical, Inc. d/b/a Peak Services for an amount not to exceed \$112,300.

Documents:

[YVRA TERMINAL ROOFTOP HVAC REPLACEMENT BCC AGENDA COMMUNICATION FORM.PDF](#)  
[RFP 728 PEAK SERVICES NOTICE OF AWARD.PDF](#)  
[RFP 728 YVRA TERMINAL ROOFTOP HVAC PEAK QUOTE 5.4.22.PDF](#)

**B. RFP 761 HHS BUILDING AV PURCHASE APPROVAL**

Request the Board of County Commissioners approve the award, the Chair sign the Notice of award and authorize the County Manager to electronically sign the Purchase Order to LINXMultimedia, LLLP in the amount not to exceed \$93,681.16 for the Routt County Health and Human Services Building AV equipment and installation.

Documents:

[RFP 761 HHS BUILDING AV PURCHASE APPROVAL BCC AGENDA COMMUNICATION.PDF](#)  
[LINX AV PROPOSAL 22-03-M2057 FOR ROUTT COUNTY \(HEALTH HUMAN SERVICES BUILDING AV\) 05.04.22.PDF](#)

**C. CO-OP PURCHASE APPROVAL FOR THE HHS BUILDING FURNITURE**

Request the Routt County Board of County Commissioners approve the purchase and authorize the County Manager to electronically sign the purchase order for the new HHS Building Furniture from Workplace Resource for an amount not to exceed \$222,859.27.

Documents:

[BCC AGENDA COMMUNICATION FORM HHS FURNITURE CO-OP](#)

PURCHASE APPROVAL.PDF  
52100.001 ROUTT COUNTY HHS BUILDING QUOTE 5.23.2022.PDF  
52100.001 ROUTT COUNTY HHS BUILDING LAYOUTS R1 (1).PDF

**7. 10:15 A.M. PURCHASE OF DEVELOPMENT RIGHTS (PDR) ADVISORY BOARD**

Claire Sollars, Chair

**A. PDR BOARD INTERVIEWS**

Interview candidates for PDR Board vacancy, and consideration to appoint a candidate to the remainder of a 3-year term.

Documents:

PDR BOARD INTERVIEW BCC COMMUNICATION FORM.PDF  
KIMBALLCRANGLE.PDF  
PDR RESUME.KIMBALL CRANGLE (2).PDF  
STEVE WILLIAMS.PDF  
SJW PDR 2022.PDF

**8. 10:40 A.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. CONSIDERATION TO APPROVE THE PUBLIC HEALTH EMERG. PREPAREDNESS AND RESPONSE COORD PAY SCALE**

Consideration to approve the Emergency Preparedness and Response Coordinator Pay Scale.

Documents:

BCC AGENDA ITEM - PUBLIC HEALTH EMERG PREPAREDNESS AND RESPONSE COORD PAY SCALE.PDF  
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSES COORDINATOR - REQUEST FOR APPROVAL.PDF  
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE - FINAL 5-6-2022.PDF  
PAY SCALE TEMPLATE 2022.PDF

**9. 11:20 A.M. REGIONAL SOLAR PARTNERS**

**A. BILL CREDIT AGREEMENT AND REGIONAL PARTNER AGREEMENT**

Consideration to approve and authorize the Chair to sign a Bill Credit Agreement and the Regional Partner Agreement.

Documents:

YMEA - BILL CREDIT AGREEMENT - SIGNATURE PAGE.PDF  
REGIONAL PARTNER AGREEMENT - EXECUTION VERSION.PDF  
REGIONAL PARTNER AGREEMENT - SIGNATURE PAGE.PDF

**10. 11:30 A.M. LUNCH BREAK**

**11. 1:00 P.M. EMERGENCY MANAGEMENT**

David DeMorat, Emergency Operations Director

**A. LEASE AGREEMENT-L3HARRIS-OAK CREEK TOWER SITE**

Documents:

[BCC ACF 2022 LEASE AGREE - L3HARRIS-OAK CREEK TOWER SITE.PDF](#)  
[SV383-04 L3HARRIS OAK CREEK ROUTT COUNTY FINAL \[L3 SIGNED}.PDF](#)  
[BCC ACF 2022 PITMAN SCH CHG.PDF](#)  
[PITMAN SCHEDULE PROPOSAL FINAL 2 BCC.PDF](#)

- 12. 1:15 P.M. COUNTY MANAGER**  
Jay Harrington, County Manager

**A. STRATEGIC PLAN DISCUSSION**

Mark Collins, Strategic Plan Consultant

Documents:

[ROUTT COUNTY STRATEGIC PLAN\\_VS4.PDF](#)

- 13. 4:00 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.