

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Timothy Redmond  
District II

M. Elizabeth Melton  
District III

Work Session  
October 4, 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 the link below to join the webinar via Zoom:

<https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2ckIGVk13Qld5UT09>

Password: 522

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592  
or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 851 0667 0945

Password: 522

*The Routt County Board of Health or Board of Commissioners may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to any of the below items.*

**1. 9:30 A.M. COUNTY MANAGER/ LEGAL/ COMMISSIONERS' COMMITTEES UPDATE**

Jay Harrington, County Manager

Erick Knaus, County Attorney

**2. 11:00 A.M. SEARCH AND RESCUE 2022 BUDGET PRESENTATION**

Documents:

[2021 COUNTY BUDGET REQUEST COVER LETTER.PDF](#)  
[2022 RCSAR COUNTY FUNDING REQUEST FORM.PDF](#)  
[2020 BALANCE SHEET.PDF](#)  
[2022 RCSAR BUDGET AND PERFORMANCE METRICS.PDF](#)  
[2020\\_TAX\\_RETURN\\_PUBLIC.PDF](#)  
[2020 PROFIT AND LOSS.PDF](#)

**3. 11:10 A.M. HUMAN RESOURCE COALITION 2022 BUDGET PRESENTATION**

Documents:

[2022 HRC REQUEST FOR BUDGET\\_CITY\\_COUNTY.PDF](#)

**4. 11:20 A.M. YAMPA VALLEY HOUSING AUTHORITY 2022 BUDGET PRESENTATION**

Documents:

[YVHA 2022 BUDGET PACKAGE COMBINED.PDF](#)

**5. 11:30 A.M. ROUTT COUNTY HUMANE SOCIETY 2022 BUDGET PRESENTATION**

Documents:

[2022 COVER LETTER TO COUNTY COMMISSIONERS.PDF](#)  
[2022 ROUTT COUNTY BUDGET REQUEST.PDF](#)  
[COPY OF 2022 PROJECTED BUDGET.PDF](#)  
[COPY OF FINAL 2021 PROJECTED BUDGET.PDF](#)  
[COPY OF COPY OF 5 - RCHS BUDGETS 2018-2023-1.PDF](#)  
[2019AUDIT-ROUTT COUNTY HUMANE SOCIETY-1.PDF](#)

**6. 11:40 A.M. LUNCH BREAK**

**7. 1:00 P.M. PURCHASING**

Julie Kennedy, Purchasing Agent

**A. RFP 724 SECURITY DESIGN FOR COURTHOUSE, ANNEX, AND HHS BUILDING UPDATE**

The Facilities Department, along with the Routt County Staff Security Design Team, BCER, and Wember would like to discuss the final designs for updated security in the Historic Courthouse, Annex and HHS Buildings and present options for direction from the Commissioners.

The floor plans with camera placement and card scanner details will be presented to the BCC by BCER, our security design consultant.

Documents:

**8. 2:00 P.M. HUMAN RESOURCES**

Kathy Nelson, Director

**A. 2022 DEPARTMENT FTE AND RECLASSIFICATION REQUESTS REVIEW**

Review, discussion and direction regarding the 2022 Department FTE and reclassification requests.

Documents:

AGENDA ITEM - 2022 DEPARTMENT FTE AND RECLASSIFICATION  
REQUESTS.PDF  
2022 FTE AND RECLASSIFICATION REQUESTS - BCC SHEET 9-28-  
2021.PDF

**9. 3:00 P.M. ACCOUNTING**

Dan Strnad, Accounting Director

**A. 2022 OVERALL CONTROLLABLE ADDITIONS COMBINED**

2022 OVERALL CONTROLLABLE ADDITIONS COMBINED

Documents:

2022 BUDGET - (CAR) CONTROLLABLE ASSET REQUEST FORM -  
SUMMARY SHEET.PDF  
2022 BUDGET - (CAR) CONTROLLABLE ASSET REQUEST FORM -  
DETAIL SHEET.PDF

**B. 2022 OVERALL CAPITAL ADDITIONS AND REPLACEMENTS COMBINED**

2022 OVERALL CAPITAL ADDITIONS AND REPLACEMENTS COMBINED

Documents:

2022 BUDGET - (CTI) CAPITAL ASSET TIME INTENSIVE REQUEST  
FORM - SUMMARY SHEET.PDF  
2022 BUDGET - (CTI) CAPITAL ASSET TIME INTENSIVE REQUEST  
FORM - DETAIL SHEET.PDF

**10. 5:00 P.M. MEETING ADJOURNED**

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 the link below to join the webinar via Zoom:

[https://us02web.zoom.us/j/85106670945?  
pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09](https://us02web.zoom.us/j/85106670945?pwd=UXZZSGx1Q01Mc0s2cklGVk13Qld5UT09)

Password: 522

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715  
8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 851 0667 0945

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.