



# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

|   |            |
|---|------------|
| ITEM DATE: July 26 <sup>th</sup> , 2022 | ITEM TIME: |
|   |            |

|               |   |
|---------------|---|
| FROM:         | Joe Stepan, Facilities Division Manager |
| TODAY'S DATE: | July 19, 2022                           |
| AGENDA TITLE: | Fair Entertainment Catering Agreement   |

|   |
|---|
| 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:**

Request the Routt County Board of County Commissioners approve and authorize the Chair to sign the agreement with Chuckwagon Grille, LLC in the amount of \$7,514.00.

**II. RECOMMENDED ACTION (*motion*):**

Motion by the Routt County Board of County Commissioners to approve and authorize the Chair to sign the Catering Agreement with Chuckwagon Grille, LLC in the amount of \$7,514.00.

**III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):**

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|--|
| PROPOSED REVENUE ( <i>if applicable</i> ): n/a |
| CURRENT BUDGETED AMOUNT: \$5,300.00            |
| PROPOSED EXPENDITURE: \$7,514.00               |
| FUNDING SOURCE: 10147227 721450                |
| SUPPLEMENTAL BUDGET NEEDED: yes                |

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

none

**V. BACKGROUND INFORMATION:**

Chuckwagon Grille provides the catered meals for the staff, volunteers, and 4H participants during Annual Fair. 4H reimburses for their portion of the meals. Three meals are included for Thursday, Friday, and Saturday and one meal is included for Wednesday and Sunday of Fair week.

**VI. LEGAL ISSUES:**

none

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:**

none

**VIII. SUMMARY AND OTHER OPTIONS:**



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**IX. LIST OF ATTACHMENTS:**

- i. Chuckwagon Grille, LLC Catering Agreement