

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
AUGUST 30, 2022**

Commissioner M. Elizabeth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Tim Redmond, Commissioner Timothy V. Corrigan, County Manager Jay Harrington, and Executive Assistant Jennifer Parent were also present. Katie McCaulley prepared the minutes.

EN RE: APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL

Mr. Harrington presented accounts payable for a total of \$1,005,467.74.

MOTION

Commissioner Corrigan moved to approve the accounts payable as presented by the County Manager.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: CONSENT AGENDA

The following items were presented for consideration, approval, and signing on the consent agenda:

- A. APPROVAL OF AND AUTHORIZATION FOR THE COMMISSIONERS TO SIGN A LETTER TO UC HEALTH REGARDING PEAK HEALTH**
- B. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ROUTT COUNTY ELECTION INTERGOVERNMENTAL AGREEMENT**
- C. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ELECTION INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF STEAMBOAT SPRINGS AND ROUTT COUNTY**
- D. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ELECTION INTERGOVERNMENTAL AGREEMENT BETWEEN THE SOUTH ROUTT LIBRARY DISTRICT AND ROUTT COUNTY**
- E. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ELECTION INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF HAYDEN AND ROUTT COUNTY**
- F. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ELECTION INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF OAK CREEK AND ROUTT COUNTY**

- G. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN A LETTER OF SUPPORT FOR THE YVHA DOLA GRANT REQUEST FOR BROWN RANCH DEVELOPMENT
- H. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN FFY23 AMENDMENT-DHS PSSF GRANT
- I. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN 2022-2023 DHS CORE CONTRACTS
- J. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ROUTT COUNTY INVESTMENT POLICY ADOPTED AUGUST 23, 2022

MOTION

Commissioner Redmond moved to approve consent agenda items A-J.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

No public comment was made.

EN RE: WEMBER

Quentin Rockwell, Wember Project Manager; Julie Kennedy, Purchasing Agent; and Steve Faulkner, Maintenance Manager, were present.

PROJECT UPDATE REPORT

Mr. Rockwell presented an update regarding the construction of the new Health and Human Services building. Topics covered included expected timeframes, potential supply chain constraints, and current budgets. Ms. Kennedy and Mr. Faulkner also shared observations in relation to current construction objectives.

MOTION

No motion was called for.

EN RE: TOWN OF YAMPA

Sheila Symons, Town of Yampa: Clerk, and Mary Alice Page-Allen, Town of Yampa: Treasurer/Planner, were present.

YAMPA WASTEWATER TREATMENT PROJECT- FUNDING REQUEST

Ms. Symons and Ms. Page-Allen presented a consideration to allocate a portion of Routt County's American Rescue Plan Act (ARPA) funds towards the Town of Yampa's wastewater treatment facilities upgrades, including a new wastewater treatment plant. By constructing a new wastewater treatment plant, the system would be in compliance with CDPHE and EPA clean water standards. This would also result in positive impacts on the Yampa River system. Delaying this project would allow for potential environmental hazards.

The Town of Yampa has been working to implement needed upgrades to its wastewater treatment facilities. With preliminary engineering work nearing completion, the Town of Yampa is progressing with final design and construction planning, as well as preparation for constructing a new treatment plant in 2024. An Intergovernmental Agreement would need to be drafted and approved by the Town of Yampa and Routt County.

The Town is moving forward with the assessment, design, and construction phases of the wastewater treatment facilities project. The new wastewater treatment plant is not intended to support increased capacity from what is currently possible. While site assessment has been completed, additional funds are needed for final design engineering. The Town of Yampa requested \$180,000 to assist with project completion in a reasonable timeframe.

MOTION

Commissioner Corrigan moved to support the Town of Yampa's funding request in the amount of \$180,000.00 for their wastewater project.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: LEGAL

Erick Knaus, County Attorney; Mary Alice Page-Allen, Town of Yampa: Treasurer/Planner; and Claire Sollars, Colorado Water Matters, PLLC, were present.

PDR BALLOT RESOLUTION

Mr. Knaus presented a consideration to approve or deny a resolution regarding the addition of a property tax mill levy in support of the Purchase Development Rights Program (PDR Program) to the November 8, 2022, ballot. The PDR Program began in 1996 with a voter-approved property tax mill levy to be used to fund the PDR Program. The PDR Program was extended and the mill levy was increased in 2005 by the Routt County electorate. That extension is set to expire at the end of the 2024 tax year.

The proposed resolution would allow the electors of Routt County to vote to continue the PDR program until 2034 without an increase in the mill levy. Voter approval of this reauthorization is required in order to extend the mill levy past 2024. Approval of the mill levy would involve \$1.5 Mills in property taxes being allocated as funding for the PDR Program. Ms. Sollars added that the continuation of this program would be in alignment with the 2022 Routt County Master Plan. If the resolution is denied, the proposal could be brought forward again in 2023 and 2024.

MOTION

Commissioner Redmond moved to approve and authorize the Chair to sign Resolution 2022-054, a resolution calling for an election by the voters to authorize the extension of a countywide property tax of 1.5 Mills to continue the funding of the Routt County Purchase of Development Rights Fund; calling an election on November 8, 2022, for the consideration of such proposal; setting the ballot title and ballot question for the election; and authority to spend all of the proceeds of this tax.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: COLORADO DEPARTMENT OF TRANSPORTATION

David Torgler, Town of Oak Creek: Administrator/Clerk; Mike Mordi, Public Works Director; Mary Alice Page-Allen, Town of Yampa: Treasurer/Planner; Bryan Richards, Town of Hayden: Public Works Director; Jon Snyder, City of Steamboat Springs: Public Works Director; Zane Znamenacek, CDOT Traffic & Safety Program Engineer; Heather Sloop, RPC Chair; Dave Cesark, CDOT Planning and Environmental Manager; Jason Smith, CDOT Region 3 Transportation Director; Spencer Dickey, CDOT Section 6 Maintenance Deputy Superintendent; Sheila Symons, Town of Yampa: Clerk; and Barbara Vasquez, CDOT District 6 Transportation Commissioner, were present.

ANNUAL CDOT / ROUTT COUNTY MEETING

Topics discussed included current and future projects, challenges faced by CDOT, intended resource allocations, and concerns of municipality representatives.

MOTION

No motion was called for.

EN RE: PLANNING

Kristy Winser, Planning Director; Alan Goldich, Staff Planner; Nora Bland, Cushing Terrell: Urban Planner; Robin Schepper, Consultant; and Steve Warnke, Routt County Planning Commission: Chair, were present.

CONSIDERATION TO RATIFY THE ROUTT COUNTY MASTER PLAN

Kristy Winser presented the 2022 Master Plan to the Board of County Commissioners for consideration of ratification. The Planning Commission unanimously adopted the Routt County Master Plan on August 18th, 2022. Procedurally, ratification by the Board of County Commissioners needs to be considered. Ms. Winser presented a summary of the areas reflected in the 2022 Routt County Master Plan. Over the course of development, comments have been shared by government entities as well as feedback from county residents.

Ms. Winser explained how the policies included in the Master Plan are a deliberate set of guidelines identified as significant through extensive community outreach in 2021 and 2022. The policies in the plan will inform decision-making and implementation moving forward. While the 2022 Master Plan builds on the successes of the 2003 Master Plan on which it is based, it has been substantially changed to reflect issues and concerns at the present time. New concepts and terminology were also introduced. Specifically, the 2003 Routt County Master Plan was successful at directing growth to “growth centers” and discouraging dispersed development in rural, unincorporated areas. While this overarching principle is carried through in the 2022 Plan, a new framework was developed to clarify the concept and provide direction to the public and decision-making bodies. This new framework, called Future Growth Areas, defines three distinct tiers of areas suitable for different types of growth in the County; Tier 1: Incorporated Municipal Growth Centers, Tier 2: Targeted Growth Areas (unincorporated), and Tier 3: Small Established Communities (unincorporated). Tier 2: Targeted Growth Areas include select lands located in unincorporated areas such as Stagecoach, West Steamboat Springs, and the unincorporated area within Hayden’s Three-Mile Plan. These areas may accommodate future growth in the County based on acceptable development review criteria for each area and infrastructure development.

Ms. Winser elaborated on how the 2022 Master Plan includes an Implementation Matrix that identifies actions intended to translate the policies into tactics that departments, organizations, and agencies should perform to implement the plan. This Matrix will be used by Routt County staff and leadership as a guide to monitor capital improvement projects, programs, and planning projects throughout the life of the plan. The primary action item specified in the plan, and the current priority for Routt County, is action item 4.1.A: Revise the County’s Zoning and Subdivision Regulations to Support the Policies and Goals of this Master Plan.

There have been many opportunities for Public Comment throughout the process. The final draft that was scheduled for adoption considered all public comments received. Then, there was a public comment period on the draft plan and the project team and ETM determined how best to incorporate those comments which were presented to the decision makers at two joint meetings with the Planning Commission and Board of County Commissioners. Staff feels the document is an accurate reflection of the community vision and includes direction from various decision makers. Staff is recommending the adoption of the 2022 Master Plan as presented.

MOTION

Commissioner Corrigan moved to ratify the adoption of the 2022 Routt County Master Plan.

Commissioner Redmond seconded; the motion carried 3-0.

CONSIDERATION OF AND REVIEW OF AN ENERGY AND MINERAL IMPACT ASSISTANCE FUND (EIAF) GRANT FROM DOLA TO UPDATE ZONING REGULATIONS

Ms. Winser presented a consideration and motion to approve an application to the Department of Local Affairs for an Energy and Mineral Impact Assistance Fund Grant in the amount of \$100,000 to help fund a qualified consultant with technical expertise to assist with updating the County’s Land Use Regulations following the adoption of the 2022 Master Plan in a timely manner. Ms. Winser also noted the importance of ensuring the consultant is capable of helping to adopt and review new regulations as quickly as possible. It is also desired that this individual be able to help organize, manage, and assist staff with bringing Routt County

regulations up to date, which would require they are up to date regarding applicable subject matter research and best practices. The grant application is for the update of the Routt County Zoning and Subdivision Regulations. It is anticipated that all stakeholders, including municipalities, will be involved in this process.

Regulations have not undergone a full evaluation since the adoption of the previous Master Plan in 2006. While certain areas have been addressed as needed, regulations must be updated to coincide with the values and goals outlined in the 2022 Master Plan. \$100,000 in matching funds from Routt County have been included as part of the 2023 budget, to be considered for approval in December 2022.

MOTION

Commissioner Redmond moved to approve a grant application to the Department of Local Affairs for an Energy and Mineral Impact Systems Fund Grant in the amount of \$100,000.

Commissioner Corrigan seconded; the motion carried 3-0.

No further business coming before the Board, same adjourned sine die.

Jenny L. Thomas, Clerk and Recorder

M. Elizabeth Melton, Chair

Date