

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
AUGUST 16, 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, manual warrants, and payroll for a total of \$1,870,390.25.

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 CHAIR TO SIGN A LIQUOR LICENSE RENEWAL FOR STEAMBOAT LAKE OUTPOST INC DBA STEAMBOAT LAKE OUTPOST FOR A TAVERN LIQUOR LICENSE**
- B. CONSIDERATION FOR APPROVAL AND AUTHORIZATION TO SIGN A LIQUOR LICENSE RENEWAL FOR CLARK LIQUOR COMPANY DBA CLARK LIQUORS FOR A LIQUOR STORE LICENSE**
- C. CONSIDERATION FOR APPROVAL AND AUTHORIZATION TO SIGN A LIQUOR LICENSE RENEWAL FOR STEAMBOAT SKI AND RESORT CORP DBA STOKER BAR FOR A HOTEL/RESTAURANT WITH 2 STORAGE PERMITS AND 7 OPTIONAL PREMISES**
- D. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE ROUTT COUNTY & NW REGION CORE PLAN**
- E. APPROVAL OF COUNTY COMMISSIONERS' MINUTES: MEETINGS OF JUNE 21 & 28, JULY 12 & 19, 2022**

- F. UPPER YAMPA WATER CONSERVANCY DISTRICT LETTER OF SUPPORT
- G. CONSIDERATION OF THE HEARING OFFICER'S RECOMMENDATION FOR THE ABATEMENT HEARING HELD AUGUST 11, 2022, AND APPROVAL OF THE CHAIR'S SIGNATURE ON THE ABATEMENT HEARING FORM

MOTION

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

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

Jack LeGrice, resident residing at 2222 Apres Ski Way, was present. He expressed concern that the YVHA was requesting \$1,000,000.00 to be used for planning, and that money should not be granted to this program until annexation has been determined. Mr. LeGrice stated that he feels that no clear plan has been presented and that tax money granted without a plan is a dangerous investment. He requested that the Board of County Commissioners not award this program additional funding.

Ken Brenner was also present, acting as the Northwest Colorado Representative for Colorado Water Congress. This year, the summer conference is taking place in Steamboat Springs. Mr. Brenner presented formal invitations to events taking place the following week associated with this conference.

EN RE: LEGAL PENDING MATTERS AND LITIGATION DOCKET

Jay Harrington, County Manager; Erick Knaus, County Attorney; and Lynaia South, Senior Assistant Attorney, were present.

At 9:44 AM, Commissioner Melton, acting as Chair, moved that the Board of County Commissioners go into Executive Session to discuss the docket and pending matters with the County Attorney, Senior Assistant Attorney, and County Manager. The purpose of this Executive session is for the following purpose: for a conference of the County Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b).

Commissioner Corrigan seconded; the motion carried 3-0.

The executive session adjourned at 10:38 AM. Commissioner Melton stated the Board limited its discussion to the purpose stated in the motion to be discussed during the executive session and that no formal actions were taken. No minutes were taken during the executive session.

EN RE: PLANNING

Alan Goldich, Staff Planner, was present.

SNOW COUNTRY NURSERY:

Mr. Goldich presented the hearing for the Snow Country Nursery in regards to Conceptual/Final PUD, PL20220029; Lot Line Adjustment, PL20220027; and Floodplain Development Permit; PL20220042. Mr. Goldich stated that the last time this item was heard by the Board, the decision was tabled to allow the applicant and the city of Steamboat Springs time to establish terms for the easement for the Core Trail. At this time, an agreement has not been made. The Planning Department is requesting this item be tabled until September 27, 2022, at 9:35 AM to provide additional time for these parties to come to an agreement. Mr. Goldich stated that there is a code enforcement case that is still pending these applications. Since the applicant is performing due diligence to come into compliance, the June 30, 2022, deadline has not been pursued.

MOTION

Commissioner Redmond moved to table the Conceptual/Final PUD, PL20220029; Lot Line Adjustment, PL20220027; and Floodplain Development Permit; PL20220042 to September 27, 2022, at 9:35 AM to provide additional time for the applicant and the City to come to an agreement on the terms of the easement for the Core Trail

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: ACCOUNTING

Dan Strnad, Finance Director, was present.

SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT ELECTIONS

Mr. Strnad presented a consideration for and approval of Secure Rural Schools and Community Self Determination Act Elections. Mr. Strnad recommended that the Title I election be 85% and the Title II election be 15%. In addition, he requested that the Board approve the SRS 85% County Title I election to be 100% allocated to school districts in Routt County. Mr. Strnad referenced a form included in the posted agenda, which shows how some of the funds would be allocated.

At the request of Commissioner Melton, Mr. Strnad gave an explanation as to what the decisions regarding this act would entail. Money is received by the county from the Rural Schools Act which is composed of Forest Service receipts. Forest Service Receipts are generated by various sources of revenue such as the ski area, timber sales, and camping fees. The Secure Rural Schools payout method for receiving Federal Receipts allows more funds to be received by the county. The Title I election of 85% would be given to county schools and

disbursed based on student population. The Title II election of 15% would go towards Routt National Forest, with the intent of contributing to repair funds for Buffalo Pass Road.

MOTION

Commissioner Corrigan moved to approve the Secure Rural Schools and Community Self Determination Act Title I election to be 85% and the Title II election to be 15%. In addition, Commissioner Corrigan moved to approve the SRS 85% County Title I election to be 100% allocated to the school districts in Routt County.

Commissioner Redmond seconded; the motion carried 3-0.

EN RE: HUMAN RESOURCES

Kathy Nelson, Human Resources Director, was present.

CONSIDERATION TO HIRE ABOVE STEP 1

Ms. Nelson presented a consideration to approve hiring a Planner II at step 5 with the opportunity to advance to step 6 upon successful completion of a 6-month performance evaluation. Planning Director Kristy Winser would like to hire Sally Ross at step 5 of the Planner II payscale. This candidate meets all educational and work experience requirements to be hired at step 5 and the position would fill an existing role.

MOTION

Commissioner Redmond moved to approve the hire of a Planner II at step 5 with the opportunity to advance to step 6 upon successful completion of a 6-month performance.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PURCHASING

Julie Kennedy, Purchasing Agent, and Joe Stepan, Facilities Manager, were present.

STEAMBOAT CREATES HHS BUILDING INTERIOR ART ACQUISITION PSA APPROVAL

Ms. Kennedy presented a request that the Board of County Commissioners approve the HHS Building Interior Art Acquisitions project, that the Chair sign the Professional Services Agreement to Steamboat Springs Council of the Arts and Humanities, Inc. d/b/a Steamboat Creates, and to authorize the County Manager to electronically sign the purchase order for an amount not to exceed \$80,000. The current budgeted amount is either in the contingency for the building or to be a supplemental budget. While the budget itself has not been determined, the funds to support this purchase are available. County Manager Jay Harrington added that the goal is to include this budget in the contingency.

During a meeting with Steamboat Creates to discuss their potential role in acquiring artwork, Ms. Kennedy learned that the organization would be an integral asset for this project by performing services such as: issuing a request for the proposal; organizing a committee of local citizens to review proposals and art concepts; outreach to the local artist community; and bringing the committee recommendations to the Board of County Commissioners for final approval, purchase, and installation of pieces. For project administration, Steamboat Creates charges a 15% management fee, or of the \$80,000 budget an amount not to exceed \$12,000. A variety of sites have been identified in the building's public areas and total expense is dependent on the number of pieces purchased. Using an outside entity removes any employees' bias or personal tastes for the sake of fairness, as well as encourages community involvement and interest.

MOTION

Commissioner Corrigan moved to approve the HHS Building Interior Art Acquisitions project and the Chair's signature on the Professional Services Agreement to Steamboat Springs Council of the Arts and Humanities, Inc. d/b/a Steamboat Creates and authorize the County Manager to electronically sign the purchase order for an amount not to exceed \$80,000, noting that a supplemental budget may be required.

Commissioner Redmond seconded; the motion carried 3-0.

STEAMBOAT CREATES HHS BUILDING EXTERIOR ART ACQUISITION PSA APPROVAL

Ms. Kennedy presented a request that the Board of County Commissioners approve the HHS Building Exterior Art Acquisitions project, that the Chair sign the Professional Services Agreement to Steamboat Springs Council of the Arts and Humanities, Inc. d/b/a Steamboat Creates, and to authorize the County Manager to electronically sign the purchase order for an amount not to exceed \$20,000. Steamboat Creates intends to work with the city of Steamboat Springs to match the funds that Routt County allocates towards this piece with an awarded grant. The selection of the exterior artwork would follow the same selection protocol as that of the interior artwork. Commissioner Melton inquired as to who would be responsible for the maintenance of an exterior art piece. Ms. Kennedy has spoken with the executive director of Steamboat Creates in regards to this issue, who shared that fundraisers are held with proceeds going towards maintenance efforts. Commissioners Redmond and Melton expressed concerns that a maintenance plan should be included in the contract with Steamboat Creates.

MOTION

Commissioner Redmond moved the Board of County Commissioners to approve the HHS Building Exterior Art Acquisitions project, the Chair sign the Professional Services Agreement to the Steamboat Springs Council of the Arts and Humanities, Inc. d/b/a Steamboat Creates and authorize the County Manager to electronically sign the purchase order for an amount not to exceed \$20,000, noting that a supplemental budget may be required.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: CLERK AND RECORDER

Sarah Hagenbuch, Recording Deputy, was present.

SPECIAL EVENTS LIQUOR LICENSE FOR STARS

Ms. Hagenbuch presented consideration for approval of and authorization for the Chair to sign a special events liquor license for the Steamboat Adaptive Recreational Sports (STARS) for an event to be held at the STARS Ranch at 35465 US 40 in Steamboat on September 8, 2022, from 5:00 PM to 11:00 PM.

MOTION

Commissioner Corrigan moved to approve and authorize the Chair's signature on a special events liquor license for the Steamboat Adaptive Recreational Sports (STARS) to host an event at the STARS Ranch at 35465 US 40 on September 8, 2022, 5:00 PM to 11:00 PM, conditional based on no public comment received by the end of the day.

Commissioner Redmond seconded; the motion carried 3-0.

SPECIAL EVENTS LIQUOR LICENSE FOR YAMPA VALLEY COMMUNITY FOUNDATION

Ms. Hagenbuch presented consideration for approval of and authorization for the Chair to sign a special events liquor license for Yampa Valley Community Foundation for an event to be held at the Larson Barn at 32130 Wild Goose Ln Steamboat Springs on August 21, 2022, from 5:00 PM to 9:00 PM.

MOTION

Commissioner Redmond moved to approve and authorize the Chair to sign a special events liquor license for Yampa Valley Community Foundation for an event to be held at the Larson Barn at 32130 Wild Goose Ln Steamboat Springs on August 21, 2022, from 5:00 PM to 9:00 PM.

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