

**STATE OF COLORADO
COUNTY OF ROUTT**

**OFFICE OF THE CLERK
June 11, 2019**

Commissioner Beth Melton, Chair, called the regular meeting of the Routt County Board of County Commissioners to order. Commissioner Douglas B. Monger, Commissioner Timothy V. Corrigan, Deputy County Manager Dan Weinheimer and County Manager Tom Sullivan, were also present. Those present recited the Pledge of Allegiance. Deanna Sanchez recorded the meeting and prepared the minutes.

EN RE: WARRANTS

Commissioner Monger moved to approve and authorize the Commissioners to sign the Warrants Sheets that included:

Accounts Payable Check- Cycle Date:	5/27-6/7	\$848,420.31
Accounts Payable Check: Manuals	5/27-6/7	\$
Accounts Payable Wires:	5/27-6/7	\$
Total:		\$848,420.31
Payroll Checks- Cycle Date:	5/27-6/7	\$514,478.82
Payroll Checks- Manuals	5/27-6/7	\$
Payroll – IRS & State Income Tax	5/27-6/7	\$207,420.92
Total:		\$721,899.74
Total Disbursements Approved:	5/27/19-6/7/19	<u>\$1,570,320.05</u>

Commissioner Corrigan seconded.

Mr. Sullivan advised of the 2019 Accounts Payable – Run Date May 22, and June 3.

Vendor	Amount	Department
LEWAN & ASSOCIATES INC	1,945.00	IT Operations: CLEF Network Components
VAUGHN CONCRETE	5,700.00	R&B Operations: 20 Cattle Guard Wings with Bolts

EP BLAZER LLC	42,943.00	Motor Pool: Chevy Suburban for Extension Services
INFRASTRUCTURE MANAGEMANT SERVICES LLC	12,957.50	Road & Bridge: 2018 Pavement Analysis Project
2019 AP Run Date May 22 - Total	227,122.56	
APPLIED INDUSTRIAL TECHNOLOGIES	1,861.58	Public Works – Motor Pool: Dodge Pick Up parts
ALPINE AGGREGATES LLC	13,498.16	Road & Bridge – 3/4 Inch. Road Base Aggregates for CR 43
HORIZONS SPECIALIZED SERVICES INC	306,714.65	Developmental Disability Fund Property Tax Distribution – April 2019 collections
HAYDEN HERITAGE CENTER	7,900.98	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
HISTORIC ROUTT COUNTY!	9,201.45	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
HAHN'S PEAK AREA HISTORICAL SOCIETY	2,465.77	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
HISTORICAL SOCIETY OAK CREEK & PHIPPSBURG	4,391.39	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
TREAD OF PIONEERS HISTORICAL COMMISSION	54,507.53	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
YAMPA-EGERIA HISTORICAL SOCIETY	1,585.45	Museum and Heritage Fund Property Tax Distribution – April 2019 collections
MOTOROLA SOLUTIONS	30,385.68	Emergency Communications: 1 Remote Dispatch Radio Console Stations and Portable Radio
NWCC INC	4,431.50	Public Works – Infrastructure Pool: Green Truss Bridge, Construction Observation and Materials Testing
KENNETH FONES	27,317.91	Building & Plant: HYDRANT REPAIR AT FAIRGROUNDS

FLINT PERSONNEL SERVICES INC	4,682.92	Road and Bridge: CRACK SEAL FLAGGERS
2019 AP Run Date June 3 - Total	655,802.04	

Motion carried 3-0.

EN RE: ITEMS OF NOTE FROM PREVIOUS DAY'S WORK SESSION

Commissioner Melton stated updates were received from the County Manager, the legal department, human resources, Sheriff, human services, building department, planning department, and emergency operations.

EN RE: CONSENT AGENDA

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

- A. Approval of County Commissioners Minutes: Executive Session of April 15, 2019 and Regular Meeting of May 7, 2019;
- B. Approval of and authorization for the chair to sign a liquor license renewal for Catamount Club Management LLC DBA Catamount Ranch & Club for a hotel & restaurant with 5 optional premises;
- C. Approval of and authorization to ratify the chair's signature on the cooperative law enforcement annual operating plan & financial plan between the Sheriff's Department and USDA, Forest Service Medicine Bow-Routt National Forest & Thunder Basin National Grassland;
- D. Approval of and authorization to ratify the chair's signature on a support letter to the US Department of Transportation, Federal Highway Administration, for the town of Yampa's Colorado Federal Lands Access Program Grant Request;
- E. Approval of and authorization to accept grant funds awarded to the Fatherhood Program of Routt County received from Routt County United Way

MOTION

Commissioner Corrigan moved to approve items A, B, C, D, and E on the consent agenda and authorized the Chair to sign the related documents.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: PUBLIC COMMENT

Tom Valant from the Fatherhood Program was present.

Mr. Valant updated the board on the program activities. The Fatherhood Program had its first class recently. The course is an eight week program that teaches fathers how to develop their parental skills. The program is evidence based. The fathers keep journals of their development.

Commissioner Melton asked about the \$1,000 donation from United Way for the Fatherhood Program. Mr. Valant stated it goes towards operating expenses detailed as mostly food and child care. The program does require payment, but they offer scholarships.

EN RE: CLERK AND RECORDER / KIM BONNER

Barb Houston, Deputy Clerk, was present.

SPECIAL EVENTS LIQUOR LICENSE FOR YAMPA VALLEY COMMUNITY FOUNDATION

Ms. Houston stated her request for a liquor license for the event that will be held at 32380 Wild Goose Lane, Steamboat Springs on June 23rd, 2019 from 3:00 pm to 9:00 pm.

Commissioner Corrigan asked if we had placed a limitation on the number of events that can be held at the Larson Barn and who keeps track of that. Deputy County Manager stated they're allowed two events per year, if they do not have a special use permit, and the planning department manages that process.

MOTION

Commissioner Monger moved to approve and authorize the Chair's signature on a Special Event Liquor License for Yampa Valley Community Foundation for an event to be held at the Larson Barn at 32380 Wild Goose Lane Steamboat Springs on June 23, 2019 from 3:00 to 9:00 pm.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: COLORADO DEPT OF TRANSPORTATION (CDOT)

Janet Ray, Town of Yampa; Mike Goolsby, Roland Wagner, Clint Moyer, Kathy Connell, CDOT; Jonathan Flint and John Snyder, City of Steamboat Springs; Ray DuBois, Public Works Director; and Mike Mordi, Assistant Public Works Director; were present.

ANNUAL UPDATE

Mr. Goolsby presented a power point updating the Board on CDOT activities pertaining to Routt County. The presentation included background and approach, county overview, safety, resilience, economy, mobility and transit, multimodal, asset management, and major projects. CDOT engages its planning partners in a number of planning and prioritization efforts including the 25-year Statewide Plan, Additional Modal Plans and other Federally Required Documents (Colorado Freight Plan, Risk-Based Asset Management Plan, and the Statewide Transit Plan, etc.), the 4-year STIP, and the 10-year Development Program. Their goal is to bring planning efforts together in order to develop a 10-year strategic pipeline of projects, inclusive of all modes, informed both by a data-driven needs assessment and public and stakeholder input.

Commissioner Monger asked for clarification on the Regional Coordinated Human Services Transportation Plan. Mr. Goolsby explained it is the long title for their Transit Plan, and TPR is involved in the planning.

Ms. Connell stated the need in North West Colorado to get individuals transportation to receive medical care.

Commissioner Corrigan asked if the idea was to combine all of the plans and ignore the difficulty to obtain money for these projects. Mr. Goolsby stated it is their goal to combine all of the plans, and the projects will be on a list that will be eligible for funding needed.

The County overview included the following stats. Routt County's population is expected to increase by 53% from 2020 to 2045. By 2045 15% of the population is expected to be over 65. 5.7% of the population in Routt County has a disability. 10.7% live below the poverty line. 3.2% of households have no vehicle available to them. The population over age 65 is expected to increase by 43% between 2020- 2045. By 2045 individuals over age 65 will account for 15% of the total population. Individuals 55-59 years of age are the fastest growing segment of the population. The aging segment of the population creates a growing need for access to transit and other multimodal options. The working population is 15,070, the median age is 39.9, the poverty rate is 10.1%, the population is 23,509, and the county seat is Steamboat Springs. Commissioner Monger asked if this information came from the State Demography Office. Mr. Goolsby replied that it did.

Mr. Goolsby asked the Board what they think the needs are for their transportation system. Commissioner Corrigan replied that it is mainly connecting the outlying communities to the economic growth center, which is Steamboat Springs. Commissioner Melton agreed with Commissioner Corrigan. She added that there is a higher number of people in poverty in the South Routt community, and there's a significant number of people that commute in from Moffat County and Hayden. Commissioner Corrigan stated that there is not enough people in South Routt to have regularly scheduled bus services. A type of Uber service may work better.

Commissioner Monger clarified that transit are programs and transportation is a project. Programs are long term commitments and projects help sustain those programs.

Commissioner Melton stated that many citizens have expressed frustration over the traffic in the western areas of the county.

Mr. Goolsby noted the installation of light poles as one of their safety initiatives. Commissioner Corrigan stated that there is a need for light poles at the intersection of the north end of County Road 14 and Highway 131. In snow storms and at night, it is difficult to see the stop sign.

Mr. Goolsby stated there are several wildlife collisions along Highway 40 and Highway 131. The data is expressed in the maps provided. Mr. Goolsby asked the Board if there are any areas of concern that they would like to discuss. Commissioner Melton asked what elevated crash pattern means. Mr. Goolsby explained it means more crashes than expected in that area.

Ms. Connell stated she has received several calls about the intersection at Heritage Park (Steamboat II). She was told that children are using the culvert under the highway to get across. Commissioner Monger suggested using the culvert to connect to the Steamboat II trail system to provide safe passage. He is not a fan of putting a stop light at that intersection. Ms. Connell stated it is important to address this intersection for the safety of the children and the drivers. She thinks more signage could help.

Mr. Goolsby stated that CDOT did a study on US 40 to identify where passing lanes are needed. Ms. Connell asked if this study looked at the intersection of US 40 and Routt County Road 131. Mr. Goolsby stated this study did not study safety of intersections but studied just where passing lanes were needed. Commissioner Corrigan asked how statistically valid this data is for the south of Yampa area. There is a corner in that area that has many accidents and is referred to as, "Killer Corner". Mr. Moyer stated that many of those accidents are alcohol related. Mr. Goolsby stated that if the crashes are alcohol related CDOT can determine whether enforcement, education, or engineering is needed. In crash reports they look at all of those factors.

Commissioner Corrigan asked if highways have to be reconstructed to widen shoulders. Mr. Moyer stated you don't have to reconstruct the highway, but a lot of the time CDOT will reconstruct a highway to add horizontal curves opposed to shoulders, while addressing other safety issues. Mr. Moyer stated it is better to reconstruct a highway to ensure the additions maintain over time, opposed to degrading quickly like the ones on RCR 131.

Mr. Goolsby asked if there were any more questions relating to safety. Commissioner Monger expressed his support of a transit service from Steamboat to Craig, as Commissioner Melton referenced earlier.

Mr. Goolsby presented maps identifying areas in need pertaining to resilience. When I70 is closed most of the traffic is re-directed to Highway 40. Ms. Connell encouraged improvement in resilience for Highway 40 and RCR 131. Commissioner Melton asked for clarification on the maps presented. Mr. Moyer explained the redundancy of the routes add time to your detour. If Highway 40 closes between Hayden and Steamboat, you have minimal routes to take. The green area on the maps show areas that have more alternate routes that do not add a lot of time to your travel. Ms. Connell stated that CDOT wants to be proactive with advanced planning for when Highway 70 goes down.

Mr. Goolsby stated that Highway 40 and RCR 131 have between six and twelve percent of truck use. Commissioner Corrigan stated that the map on slide twenty-eight has a mistake. The low clearance bridge indicator on the map is incorrect. There is no actual bridge there.

Commissioner Corrigan asked if scenic byways offer extra benefits in anyway. Mr. Moyer stated they do allow possibility of more money for signage and intersection improvements. Mr. Goolsby stated they're processed by Federal grants. He then asked what transportation infrastructure investments would most impact local economies in Routt County. Ms. Connell stated shoulders. She also advised the Board to be vocal about their needs for widening shoulders and infrastructure maintenance.

Commissioner Corrigan stated he has heard individuals express opposition to drive Oak Creek Canyon.

Ms. Connell asked if there is a need for more overnight truck parking. Commissioner Monger stated there is absolutely a need for more overnight truck parking and widening shoulders.

Commissioner Corrigan stated the need for maintenance of infrastructure.

Mr. Goolsby stated that within the transit dependent population 5.7% of the population having a disability, 10.7% live below the poverty line, and 3.2% are from households without access to a vehicle. He then presented a map of the proposed Bustang routes. Commissioner Melton stated her support for this project. Commissioner Corrigan stated that he would like to see Bustang service down RCR 131 and have the railroad reopen its whistle stop in Bond.

Mr. Goolsby summarized the needs of Routt County as Bustang, a form of public transportation for RCR 131, infrastructure, and capital. Commissioner Corrigan asked if CDOT has seen a system like Uber work for public transportation before. Mr. Goolsby said he is not sure of any studies that have been done. Mr. Flint stated Denver completed a project that worked with Uber. Guaranteeing the safety of the driver and vehicle was challenging. A successful model is Van Sharing where the riders were mostly going to the same place.

Mr. Goolsby presented a map showing the stress levels of areas that are dangerous for bikers. Commissioner Corrigan agreed that Oak Creek is a high stress area for bikers. Commissioner Melton stated that she noticed a problem in Steamboat with citizens thinking the shoulders are bicycle lanes.

EN RE: PURCHASING AGENT / JULIE KENNEDY

Steve Faulkner, Facilities Manager; and Ray Dubois, Public Works Director; were also present.

FAIRGROUNDS MULTI-USE BUILDING SPRINKLER SYSTEM CO-OP PURCHASE APPROVAL

Ms. Kennedy stated her request for consideration to approve and authorization for the County Manager to electronically sign the PO to Api National Service Group. Ms. Kennedy noted that Western State Fire Protection Company, a current vendor for Routt County Facilities

Management Department for Fire Suppression systems in several County sites, has provided a CO-OP contract price for the sprinkler upgrade project at the Fairgrounds Multi-Use Building by teaming up with APi National Service Group. This provides us the ability to capitalize on best pricing for this timely project to be completed prior to the Routt County Fair 2019. This purchase adheres to the purchasing policy and procedure as cited in the Routt County Purchasing manual 6th Edition, Section 6.4 "Cooperative Purchases" as to the following criteria: It is sometimes beneficial to group County requirements with like requirements of other cities, counties or agencies. This practice usually results in a lower purchase price to all entities while maintaining the integrity of each entity's purchasing process requirements. The County participates formally or informally in cooperative purchases through other agencies.

Mr. Faulkner stated they're going to add a nitrogen generator to prevent rusting of the new pipes for this system.

Commissioner Corrigan asked how purchasing agreements work when we use a local sub-contractor. Ms. Kennedy stated the contractors are vetted at the state.

Commissioner Corrigan asked for clarification on how APi can determine they're giving us the best price for these projects. Mr. DuBois shared Commissioner Corrigan's concern, but believes APi gets numbers on markup for materials and labor rates from other companies to compare. He is not certain of this and is going to follow up with the Board on this question.

Commissioner Melton asked if this is a contract or purchase order. Ms. Kennedy replied that it is a purchase order.

Commissioner Corrigan asked what the recourse would be if something went wrong with this project. Ms. Kennedy stated it would be through APi and they provide us with liability insurance.

MOTION

Commissioner Corrigan moved to approve and authorize the County Manager to electronically sign the PO to APi National Service Group, lead contract holder of Sourcewell CO – OP Contract #031517- APi for the Routt County Fairgrounds Multi – Use Building Sprinkler System upgrades project in the amount of \$36,935.00.

Commissioner Monger seconded; the motion carried 3-0.

EN RE: EMERGENCY OPERATIONS DIRECTOR / DAVID DEMORAT

Cheryl Dalton, Emergency Management Specialist, was also present.

PURCHASE OF INFRARED CAPABLE UNMANNED AERIAL SYSTEM

Mr. DeMorat stated his request to get approval and authorization to purchase a thermal camera capability for use with an existing drone for fire suppression.

Commissioner Monger stated that yesterday Mr. DeMorat asked for approval to buy a new drone. Mr. DeMorat stated he has not ruled out options yet, and he is still shopping. He found that a drone would work, but the specific drone he needs is no longer made. Mr. DeMorat stated he is trying to compare the price saving from buying just a camera for the specific drone that needs it or buying a new drone.

Commissioner Corrigan asked why Mr. DeMorat didn't wait until he had a final price proposal to be added to the agenda. Mr. DeMorat explained when this process started he was unsure of the following procedures needed for this type of issue. He was told his budget was \$10,000, but he is unsure of that amount now.

Commissioner Melton expressed concern for following purchasing processes. She asked if this should be a specific line item for next year. Commissioner Monger answered that it will be.

Commissioner Monger stated the Board will be approving an up to \$3,500 expenditure and most likely will require supplemental budget for the controllable asset. Mr. DeMorat stated he worked with the Deputy County Manager to find drone options within our purchasing policies, but the website did not provide any. That is why they could not take this matter to the Purchasing department.

MOTION

Commissioner Monger moved to table the request to purchase until next week, June 18.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PLANNING DIRECTOR/ CHAD PHILLIPS

Alan Goldich, Planning Department; Ed Wunsch, Petitioner; Peter Patten, Patten Associates, Inc.; Bob Weiss, Attorney; Chris Macfee, Resident; and Jeff Lake, Civil Design Consultant; were also present.

STRAWBERRY PARK HEIGHTS SUBDIVISION; PL – 19 – 121 & PL – 19 – 125

Mr. Goldich stated the request being presented is for a Preliminary Subdivision review of the Strawberry Park Heights Subdivision and County Road 36 Road Maintenance Easement Vacation. He noted that the Planning Commission reviewed this application at their May 16, 2019 hearing. They recommended approval of both applications with a vote of 5-0.

Commissioner Melton asked for explanation of preliminary subdivisions. Mr. Goldich replied that there are three steps to a subdivision which are sketch, preliminary, and final. The sketch subdivision is reviewed for compliance with the master plan and any associated subarea plans. This is similar to a conceptual PUD. At the sketch phase the County is given an

opportunity to give feedback before all of the engineering and civil sets are officially started. The preliminary subdivision phase gives the detailed plans for water, sewage, and roads. The final subdivision is preparation of any development agreements, review for conditions of approval, preparation of a plat, and zone change resolution. Commissioner Corrigan asked if the final came back to the Board. Mr. Goldich answered that it does not because it is an administrative decision.

Mr. Wunsch reviewed the history of the parcel, which was given to him by his father-in-law in exchange for assisting with the sale of other property. The biggest concerns from the neighbors is that the height be restricted, and the 5 acre lot be restricted to passive or open space to never be built upon. By right Mr. Wunsch could go up to 40 feet tall, but they reduced it to 29 feet to comply with the neighbor's request.

Commissioner Corrigan asked if the two lots were 6 and 7. Mr. Wunsch replied that the Deerfoot lots are 6 and 7.

Mr. Patten identified the lots on a map for the Board. Commissioner Monger asked if this is outside of the City boundary lines. Mr. Patten replied, "Yes, but it is within the County". He noted that the 5 acre space had not been re-zoned to residential. Commissioner Monger asked if that was contingent on the signing of the plat. Mr. Patten confirmed so. He went on to discuss the plan to fulfill the open space requirement.

Mr. Lake discussed the water and sewage stability of the lots. They are bringing in a new sewer main and tying it to the City's system at the specified sewer manhole. Commissioner Monger asked if that would be in County Road 36. Mr. Lake confirmed so. Commissioner Corrigan asked if there is a house now on Lot 7. Mr. Lake responded that there is not. He noted that the sewer line will go down the edge of the road and will be a City utility.

Mr. Patten stated that they're agreeing with the staff option that this is an extension of an existing neighborhood. Therefore, this 5 acre parcel can be designated as an outlot. This would allow Mr. Wunsch to own the lot without a creation of an HOA, which they deem unnecessary. Commissioner Corrigan asked if this is in order to fill the open space requirement. Mr. Patten confirmed so. Commissioner Corrigan asked if this is larger than what is required. Mr. Pattern agreed that it is larger than required.

Mr. Goldich discussed the relocation of the easement. He noted that the bulk of the discussion with the Planning Commission centered on the open space requirement. The regulations state that the open space must be "conveyed to a homeowners association or public agency." The applicant is not proposing to do this. He is proposing to retain ownership of the open space. His reasoning is that it is too burdensome to create and comply with all of the requirements of a HOA for two lots. A majority of Planning Commission members stated that a HOA should be formed. The finding of fact that Planning Commission decided on was that the subdivision application satisfies intent of the Zoning and Subdivision Regulations, however a determination on Section 3.5 of the Subdivision Regulations needs to be made by the Board. Staff came up with several options for the Board to approve. The Board could determine that the open space regulations apply to this application. This would require the applicant to form a HOA and convey the 4.99 acre parcel to the HOA as open space. As an alternative, based on conclusion that the two proposed lots are an extension or completion of an existing development (as determined at the Sketch Plan review), the Board could determine that the

open space requirement is not necessary. The motion to approve would include findings of fact 1-4 in the Planning Commission minutes of May 16, 2019 and adding finding of fact #5 to state, "Since this project has been determined to be an extension, or completion, of an existing project and not a "new development," the 4.99 acre parcel created through this process is considered to be an unbuildable outlot." This approval is subject to conditions of approval 1-9 and 11-18, with the exception of 6.k. The plat note listed in 6.k shall be replaced with the note stating, "The outlot is unbuildable and maintenance of the outlot shall be undertaken by the owner of such lot." Commissioner Monger asked why they would state that the open space requirements are not needed here. Mr. Goldich replied that the only thing they wouldn't be compliant with is the requirement to deed it over to the HOA or a public agency. The open space requirements for subdivision are ten percent and this one is ninety percent. The County has identified passive recreational uses that will take place on the open space. Commissioner Monger asked if the passive recreational use would be noted on the plat. Mr. Goldich confirmed so. If the Board goes for not establishing a HOA, there is a plat note that is suggested to replace 6E in the minutes.

Commissioner Monger asked the difference in the conditions from the motion that failed and was accepted by Planning Commission. Mr. Goldich explained the motion that failed wasn't stated very clearly.

Commissioner Melton asked the difference between an outlot and an open space. Commissioner Monger explained the need for predictability with an outlot. Mr. Goldich replied that the plat note that is suggested states that the outlot is unbuildable and the maintenance of the lot will be done by the owner. That was the staff suggestion to state that the lot is unbuildable.

Commissioner Melton asked who owns the outlot after separating the two lots. Mr. Wunsch stated he would remain the owner.

Mr. Weiss stated it was his advice to not establish an HOA. What could happen with a small HOA is that they don't file the paperwork with the Secretary of State, new people move in and don't know what's going on, it gets dissolved or suspended, and then no one is really in charge of the property. He is convinced it is better to have a human responsible for the property than an HOA. Commissioner Corrigan asked how they would justify not following their own regulations. Mr. Weiss replied that the staff's justification was appropriate. Commissioner Monger asked if there is a possibility of the other two lot owners owning it together. Mr. Weiss stated that it is a possibility. The lot is unbuildable and there are multiple ways to go about this. Commissioner Corrigan asked about adding a condition of approval for an annual, two year, or five year monitoring report. He does not want complaints to be the only way to confirm weeds are not growing. Commissioner Monger stated that process would cost unnecessary money and he is okay with relying on a complaint component. Commissioner Corrigan stated he is satisfied that what is being put in place here guarantees that nothing will ever be built on the property and the two lot owners will always have access to the lot. His only concern is for the outlot to be managed in a way that it doesn't end up with weeds, trash, or fire hazards. Mr. Wunsch assured the Board that he has managed the property for the last twenty-five years and has not ever had any complaints. Commissioner Corrigan addressed to Commissioner Monger that when he mentioned a monitoring report, he would be satisfied with a letter from the owner of the property that certifies that he will manage this property appropriately, or a complaint system would be fine too. Commissioner Melton agreed.

PUBLIC COMMENT

Ms. Macfee stated her support for the outlot process. She would be more comfortable with an adjacent property owner keeping the lot opposed to a HOA.

Commissioner Corrigan asked if the motion that passed at the Planning Commission covered everything that is being discussed. Mr. Goldich replied that it did not. Commissioner Melton asked if they would be substituting the findings of fact number 5 for the one suggested, as well as changing the condition of approval. Mr. Goldich confirmed so. He noted there will also be a replacement of the plat note. He was looking through the conditions of approval for the plat note and nothing in it addressed the use of the outlot for Lots 1 and 2. Mr. Goldich stated the language should read, "The owners of Lot 1 and 2, their family members, and accompanied guest will have the right of access across the open space track for passive recreational purposes."

Mr. Goldich stated Lot 2 does not have access to the outlot. There needs to be a condition of approval requiring an access easement from Lot 2 to the outlot to be shown on the plat. Commissioner Monger asked why there would not be access to the outlot when they could go on to the public right of way and up to the outlot to access it. Mr. Patten answered that the outlot is land locked.

Commissioner Melton stated the four items being decided on as the suggested language from the applicant on the plat note, the finding of fact number five, 6K replacement, and access easement from lot 2.

MOTION

Commissioner Monger moved to approve the Strawberry Park Heights Subdivision preliminary plan with the following findings of fact:

1. Through the review of this application at the Sketch Subdivision phase, the County has determined that this project is in compliance with the Routt County Master Plan and the Steamboat Springs Area Community Plan. The subject parcel is not eligible for annexation by the City of Steamboat Springs.
2. The proposal with the following conditions is in compliance with Sections 4, 5, and 6 of the Routt County Zoning Regulations and Sections 3 and 4 of the Routt County Subdivision Regulations.
3. The proposal is within the boundaries of Urban Growth Boundary.
4. This proposal is substantially similar to the plan that was reviewed during the Sketch Subdivision process.
5. Since this project has been determined to be an extension, or completion, of an existing project and not a "new development," the 4.99 acre parcel created through this process is considered to be an unbuildable outlot.

This approval is subject to the following conditions:

General Conditions:

1. This Preliminary Subdivision Plan approval is contingent upon the submittal of a complete application for a Final Subdivision Plan within twelve (12) months from the date of approval of the Preliminary application. Extensions of this timeframe may be approved administratively, without notice.
2. Prior to recordation, the applicant shall submit an electronic copy of the approved plat to the County Planning Department in a .DWG format or other format acceptable to the GIS Department.
3. The approval shall not be issued until all fees have been paid in full.
4. All property taxes must be paid prior to the recording of the final plat.
5. This approval is contingent upon any required federal, state and local permits being obtained and complied with; the operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to operations.
6. The Final Plat notes shall include, but are not limited to:
 - a. Routt County is not responsible for maintaining or improving subdivision roads. The roads shown hereon have not been dedicated nor accepted by the County.
 - b. Existing and new accesses shall meet access standards set forth by the Routt County Road and Bridge Department and Steamboat Springs Area Fire Protection District.
 - c. Routt County (County) and the Steamboat Springs Area Fire Protection District (District) shall be held harmless from any injury, damage, or claim that may be made against the County or the District by reason of the County's or the District's failure to provide ambulance, fire, rescue or police protection to the property described on this plat, provided that the failure to provide such services is due to inaccessibility of the property by reason of internal roads being impassable. This conditions shall not relieve the County or the District of their responsibility to make a bona fide effort to provide emergency services should the need arise.
 - d. Address signage in conformance with Routt County Road Addressing, Naming, and Signing Policy shall be located at the entrance to the driveway.
 - e. The outlot is unbuildable and maintenance of the outlot shall be undertaken by the owner of such lot.

- f. The owners of Lot 1 and 2, their family members and accompanied guests of any of them shall have the right of access across the Open Space Tract for passive recreational purposes.
 - g. Building height on Lots 1 and 2 shall be limited to 29 feet.
7. A 'no build' zone shall be indicated on the final plat to avoid construction of structures, and roads in areas including, but not limited to 30% or greater slopes. The "no build" zones shall be defined on the plat and approved by the Planning Director before the plat is recorded.
 8. Covenants shall include the following:
 - a. All trash shall be stored either inside a garage or inside Interagency Grizzly Bear Committee (IGBC) certified receptacles.
 - b. All exterior lighting shall be downcast and opaquely shielded.
 - c. No parking is allowed on the access driveway.
 9. Prior to recording the Final Plat, the applicant shall pay a fee-in-lieu in accordance with Section 3.5.2 of the Routt County Subdivision Regulations in the amount of \$9,574.
 10. The Final Plat shall show utility easements along the southern and west property lines of Lot 1 and along the north and west property lines of Lot 2 and such shall be dedicated appropriately.
 11. The Final Plat shall show a 20' road maintenance easement along ROW for County Road 36.
 12. The applicant shall enter into a Subdivision Improvements Agreement, in compliance with Section 4.1 of the Subdivision Regulations, for the installation of the required infrastructure. Such agreement shall be recorded concurrently with the Final Plat. The agreement shall include provisions for the following:
 - a. Subdivision roads
 - b. Drainage systems
 - c. Utilities
 - i. Water
 - ii. Sewer
 - iii. Electric
 - iv. Natural Gas
 - v. Cable television
 - vi. Telephone
 - d. Fire Hydrants (if required by the Fire Department)
 - e. Road Signs
 - f. Survey Monuments
 - g. Erosion and Sedimentation Control during construction of improvements
 - h. Water Quality Monitoring during construction of improvements
 - i. Engineer Supervision

13. All of the subdivision roads shall be paved.
14. All utilities shall be placed below ground.
15. Prior to acceptance of an application for Final Plat, sizes of ditches and culverts shall be verified and applicant shall submit information showing how these elements function under current and proposed conditions.
16. This approval is contingent upon compliance with the standards of Steamboat Springs Utilities. Final platting of this subdivision is contingent upon the approval of the sewer plan by the City Public Works Department. Evidence of such approval shall be submitted prior to the Final Plat being recorded.
17. The Final Plat, Subdivision Improvement Agreement, Easement Vacation Resolution, and restrictive covenants shall be recorded concurrently.
18. The final plat shall show an access easement from Lot 2 to the outlot.

DISCUSSION

Due to a clerical error in the meeting packet, all references to 6K during the hearing were intended to refer to 6E, which is correctly indicated in the written minutes of the hearing and the final motion from the Board.

Commissioner Corrigan seconded; the motion carried 3-0.

MOTION

Commissioner Monger moved to approve the County Road 36 road maintenance easement with the following findings of fact:

1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan is in compliance with Sections 4, 5, and 6 of the Routt County Zoning Regulations, Sections 2, 3 and 4 of the Routt County Subdivision Regulations.
2. The Public Works Department has determined that the existing easement is no longer necessary for the maintenance of CR 36 as long as a 20' maintenance easement is granted.

This approval is subject to the following conditions:

1. A resolution vacating the CR 36 maintenance easement shall be recorded concurrently with the Final Plat.
2. A 20' maintenance easement for CR 36 shall be dedicated along the south and east property line of Lot 2.

Commissioner Corrigan seconded; the motion carried 3-0.

EN RE: PROGRAM ADMINISTRATOR / STEPHANIE MARTIN

Kelly Keith, Routt County Human Services; Rany Elissa, Alexa Garride, and Rebecca Turner, ROME; Irene Avitia, Integrated Community; Lisel Petis, City of Steamboat; and Jane Toothaker, United Way; Mark Anderson, YVCF; Roddy Beall, CLLC; Angie, CSFF; were also present.

MOBILE PRESCHOOL PROGRAM PROPOSAL

Ms. Garride summarized the history of their nonprofit and their intent.

Ms. Martin stated why ROME is interested in Routt County. The valley settlement out of Carbondale wanted a rural community to buy their busses. Through Julie Anderson, the Assistant Director of Human Services, Ms. Martin was connected to ROME.

Ms. Avitia stated the need for this program in Routt County. She has seen many families not using preschool because of fear of separation, costs, and lack of transportation. Some families have a fear of putting their private information on applications for CPP and CCAP, because they do not want their information to be shared.

Ms. Keith stated the need for the Commissioners to be involved in this. There was question of Routt County Human Services taking over this program, but Ms. Keith advised partnering or contracting instead. Commissioner Melton asked if the third option of this being totally independent of Routt County is on the table. Ms. Avitia replied yes. She noted that Mile High United Way has a contract with ROME that states they give funding to purchase the bus, as well as yearly funding to hire personnel. ROME is in charge of running the programs. There could be the same type of proposal with Routt County.

Commissioner Corrigan asked to break the discussion into the benefits of this program and the financial aspects. He stated that there was some concern by local providers over the impact of this program. Commissioner Melton stated that they have not heard that in this current iteration of the proposal. Ms. Avitia stated that ROME is not wanting to take things away from the local providers, but offer them a service that is needed for specific families. With some concern from Commissioner Monger, the Board agreed that this program would be beneficial to the community.

Commissioner Melton asked who had the ownership of the bus and how United Way was involved in that process. Ms. Garride answered Commissioner Melton's question. United Way gave ROME the funding to purchase the bus. They have a contract with them that states ROME is in charge of running the program and United Way is only involved with funding.

Commissioner Melton stated her understanding was that this program would not receive any funding from Routt County. Ms. Keith stated we would contract with this program and not have ownership or financial responsibility for it. Ms. Garride noted that this program would not be a financial burden to the county.

Commissioner Melton stated the Board could write a letter of support for the program.

Commissioner Monger questioned the change of going from zero busses to two busses. Ms. Garride explained this proposal is only for one bus. Ms. Avitia gave background on how ROME became interested in Routt County and how they discovered that Aspen Valley was selling these retrofitted busses. Aspen wanted the busses to go to Routt County, and Ms. Garride and Julie Anderson know each other from previous work.

Commissioner Corrigan asked about the research done on zoning regulations pertaining to this program. Ms. Pades replied that she is unsure of the answer. The City has been a part of the discussion for this program, but she is uncertain of any zoning conflicts thus far.

Commissioner Monger asked if the bus can be parked in a parking lot or neighborhood. Ms. Avitia answered that one of their buses currently operates out of a mobile park in Thornton, CO. The second bus that will be operating out of Denver will be parked by a Rec. Center. Commissioner Monger stated that the Board can still write a letter of support that allows the City of Steamboat to help in deciding where the bus should go.

Commissioner Corrigan asked if the program has found an indoor heated shelter to store their bus. Mr. Elissa answered Commissioner Corrigan's question about storing the bus in a shelter at night. They are looking into areas in Steamboat, but they're aware of that need. In Denver they store their bus in a warehouse.

Commissioner Corrigan offered a note of caution that neighborhoods might be resistant to having the bus in their neighborhood, and asked if they have run into that problem. Ms. Garride stated they have not run into that problem. She noted they tried to be very sensitive to that by asking individuals in the proposed neighborhood how they felt about having the bus in their neighborhood. They also worked with the Mayor of Federal Heights to receive help on this matter.

PUBLIC COMMENT

Ms. Petis shared her support for this program. She recognizes the need for collaboration with the County and the City. This program is hitting a population that does not have access to preschool. This is helping our entire community by providing schooling to children that need it.

Ms. Toothaker stated United Way's four strategic areas, in which one is Early Childhood Development. United Way supports the Mobile Preschool program and recognizes the need for someone to manage this program.

Commissioner Melton advised Ms. Keith and Ms. Martin start on a letter of support from the County. She advocated for a local steering committee of some kind, which could be First Impressions. She also advocated for ROME to start working with the City soon.

Commissioner Corrigan agreed with Commissioner Melton on having First Impressions as the steering committee. He also advised ROME have accountability for providing data to First Impressions.

Commissioner Monger stated his support for the program.

Commissioner Corrigan noted that this entity would be eligible for professional development support and the other services that First Impressions provides, up to and including scholarship support. He asked if the program is no charge to the families. Ms. Avitia confirmed so. Commissioner Melton noted that this program would be eligible for HRC funding as well.

Commissioner Corrigan asked that the program be extended to the outlying communities after it has proven to be successful in Steamboat. Ms. Avitia confirmed they would do so.

EN RE: PUBLIC WORKS DIRECTOR / RAY DUBOIS

Mike Mordi, Public Works; Derek Maiolo, Steamboat Pilot; Craig Robinson, Parks Trail Manager of Steamboat Springs; John Walker, Steamboat Resident, Terry Huffington, Steamboat Resident; were also present.

INSTALLATION OF AN UNLOCKED GATE ACROSS COUNTY ROAD 34

Mr. Mordi stated their request to allow property owners along County Road 33 to install an unlocked gate across County Road 34 by the City of Steamboat Springs Parks and Rec Departments above the Spring Creek Park Access with the intention of possible future vacation of the road by the surrounding property owners from the gate north to the end of the road. He explained that there is increased activity on County Road 34 from hikers getting lost from the Spring Creek Trail. The lost hikers are trespassing on private property while trying to find the trail. The proposed sign would say, "No access to public land beyond this point."

Mr. Robinson presented maps to the Board. He showed the Board where the country road is in comparison to the Spring Creek Trail.

Mr. Mordi explained the purpose of the current gate is to prevent people from driving up the road.

Mr. Robinson explained the idea to create a new hiking only trail expressed as the blue line on the provided map. The green line is the new downhill bike trail that will be ready in the next month or so. During the process of planning these new trails, the problem of hikers using the unofficial "Ditch Trail" and going onto private property came to light.

Commissioner Melton asked when the new hiking trail would be started. Mr. Robinson answered that if the gate is approved, they could start on June 24, 2019.

Mr. Robinson stated the intent of their proposal to install the gate to prevent people from going on to private property. The land past the gate would never be used for more trails.

Mr. Mordi noted that where these trails come back onto the county road there will be more signs to guide the hikers. He then asked about the requirements to follow this process.

Commissioner Monger asked if they have the right to close off the public land through the City's property to get to the Forest Service. Mr. Robinson replied that they would need to go through the City.

PUBLIC COMMENT

Mr. Walker stated he has been involved in this case since 1988. He supports the request for a new gate and gave background on the county road and current gate.

Mr. Maiolo asked about the original purpose of the road. Mr. Walker replied that the road was owned by the forest service in 1910. The forest service gave the property to the City to protect the water shed. Later on cabins were built on the property above the road. There is no real documentation showing who owns the road that Mr. Walker could find.

Mr. Robinson asked if the Board shows their support of the unlocked gate, should he then come back for the revocable license agreement. Commissioner Corrigan responded yes and noted that this is a temporary granting. Commissioner Monger asked what the license agreement was for and why the Board doesn't just eliminate that and own the gate. This way they could be responsible for the gate that is on their road. Commissioner Corrigan supported that idea.

Ms. Huffington noted the volume of people using the ditch trail increased when the culvert was put in. She expressed her desire for the road to be vacated.

Commissioner Melton stated the Board is not deciding on the vacation of the road today.

Mr. Maiolo asked if at this point the road does not serve any purpose besides hiking and other recreational activities. Mr. Robinson confirmed so.

Mr. Dubois asked the Commissioners to consider purchasing the gate with installation from Parks and Recreation.

Commissioner Melton expressed the Board's desire for the County to own the gate. She noted the purpose of this is to protect the rights of the property owners, and that she is supportive of the fact that the City is creating an alternate trail. She went on to explain that the County will own the gate, but the legal team and Park and Recreation will decide on the logistics of it. Mr. Walker stated his concern for the gate to be stationary and not removed if the County owns the gate.

Commissioner Corrigan requested that the verbiage of the sign be stated for the record: "No access to public land beyond this point."

MOTION

Commissioner Monger moved to approve and authorization to install an unlocked gate across County Road 34 by the City of Steamboat Springs Parks and Rec Departments above the Spring Creek Park Access with the intention of possible future vacation of the road by the surrounding property owners from the gate north to the end of the road.

Commissioner Corrigan seconded; the motion carried 3-0.

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

Kim Bonner, Clerk and Recorder

M. Elizabeth Melton, Chair

Date