

**STATE OF COLORADO  
COUNTY OF ROUTT**

**OFFICE OF THE CLERK  
September 24, 2019**

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

The details of this meeting can be found in the Board of County Commissioners (BCC) Regular Meeting Agenda and Packet for September 24, 2019 document in the Commissioners' Regular Tuesday Meetings Agendas and Packets section of the Routt County Website, along with the meeting audio.

**EN RE: WARRANTS**

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

Accounts Payable Check- Cycle Date:	9/16-9/20	\$2,135,753.10
Accounts Payable Check: Manuals	-	\$
Accounts Payable Wires:	-	\$
<b>Total:</b>		<b>\$2,135,753.10</b>
Payroll Checks- Cycle Date:	9/16-9/20	\$
Payroll Checks- Manuals	-	\$
Payroll – IRS & State Income Tax	-	\$
<b>Total:</b>		<b>\$</b>
<b>Total Disbursements Approved:</b>	<b>9/16/19-9/20/19</b>	<b><u>\$2,135,753.10</u></b>

Commissioner Corrigan seconded.

Mr. Weinheimer advised of the 2019 Accounts Payable items of note for run date September 20, 2019.

Vendor	Amount	Department
ALPINE AGGREGATES, LLC	\$10,634.17	Public Works- Gravel on CR-5A and

		CR-22
BOARD OF LAND COMMISSIONERS	\$2,446.97	Public Works- Gravel royalties payment from Funk Pit use
CWH PROPERTIES, LLC	\$4,037.51	Public Works- Gravel for CR-37,52,80,33,29,14,37,68, and D3 shop
COLROADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT	\$569.50	Clerk and Recorder- Birth and death records
CORRECTIONAL HEALTH CARE COMPANIES, LLC	\$11,538.98	GF-Detention Center Health Care
DUCKELS CONSTRUCTION	\$215,970.15	Public Works- Green Truss Bridge
KILGORE COMPANIES, LLC DBA AS ELAM CONSTRUCTION	\$991,629.74	Public Works- Asphalt overlay program
TYLER TECHNOLOGIES INC.	\$1,653.75	IT- Tyler Eagle software support
GMCO CORP. LLC.	\$431,250.83	Public Works- Chip seal
HORIZONS SPECIALIZED SERVICES, INC.	\$16,876.27	GF- Developmental disabilities
PRECISION EXCAVATING, INC.	\$2,132.50	Public Works- Gravel CR-44
ROUTT COUNTY HUMANE SOCIETY	\$3,372.50	GF- Community services
REDMOND BROTHERS, INC.	\$15,255.55	Public Works- Gravel
STEAMBOAT ARCHITECTURAL ASSOCIATES	\$8,520	Building and Plant- CLEF design of Communication Center (late billing)
US POST MASTER	\$6,000	Elections- Postage
ARCASEARCH CORP.	\$84,082.00	IT- Digital preservation of historic files
API NATIONAL SERVICE GROUP	\$36,945.00	Building and Plant- Repair fairground fire suppression system
TRUE NORTH CONSULTING	\$2,920	Building and Plant- Final payment for security assessment
CALCON CONSTRUCTORS INC.	\$19,000	Building and Plant- CLEF security gate
2019 AP Run Date September 20 - Total	<u>\$2,135,753.10</u>	

The motion carried 3-0.

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

Commissioner Melton stated updates were received from Public Health, Legal, Human Resources, Treasurer, Purchasing, Yampa Valley Regional Airport, Assessor, Clerk and Recorder, and the Deputy County Manager.

#### **EN RE: CONSENT AGENDA**

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

- A. Approval of County Commissioners Minutes: Regular Meeting of July 23, 2019;
- B. Approval of and authorization for the \$159,600 Human Resource Grant Application Electronic Submission to support Early Childhood Council's First Impressions best practices program;
- C. Approval of and authorization for the Chair to sign the Buell Foundation \$80,000 grant award for Early Childhood Council;
- D. Approval of and authorization for the Chair to sign the Olive street replat filing no. 2 lot B minor amendment.

#### **MOTION**

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

Commissioner Corrigan seconded; the motion carried 3-0.

#### **EN RE: PUBLIC COMMENT**

Kelly Keith, Routt County Human Services Director, invited the Commissioners to join First Impressions and United Way for the viewing of No Small Matter, the documentary on the importance of early childhood education, on October 7th at the Chief Theater.

#### **EN RE: COMMISSIONERS' WORK SESSION**

Matt Karzen, District Attorney, Matt Tjosvold, Assistant District Deputy Attorney, Leslie Hockaday, District Attorney's Office; and Randa Walters, Accounting; Mindy Curtis, Moffat County Finance Director; Ray Beck, Donald Broom, Moffat County Commissioners; and Richard Cimino, Merrit Linke, Kristen Manguso, Grand County Commissioners; were present.

#### **2020 DISTRICT ATTORNEY'S PERSONNEL BUDGET**

Through a conference call, the three counties Commissioners and other attending parties discussed the District Attorney's 2020 personnel budget request.

### **MOTION**

Commissioner Monger moved to approve the District Attorney's Personnel budget request for 2020.

Commissioner Corrigan seconded; the motion carried 8-0 with Moffat and Grant County's Commissioners votes.

### **EN RE: HUMAN RESOURCES COALITION / KATE NOWAK**

#### **PLAN UPDATE**

Ms. Nowak presented the Human Resources Coalition Plan Update. The update included a summary of all of the programs and their intent for the future.

### **EN RE: PLANNING / CHAD PHILLIPS**

Alan Goldich, Kristy Winser, Planning; and Scott Cowman, Environmental Health Director; Michael Buccino, Developer; Emily Gerde: tiny house dweller in Hayden; Laura Case, Sheila Weekly, Kolly Ginter, Janet Selbe, Milner residents; Paul Weese, Realtor; were also present.

### **CHENEY CREEK TINY HOMES; PL-19-132, 133, AND 134**

Mr. Goldich stated this proposal has gone through the appropriate channels of approval up to this point. He summarized the proposal. At the first hearing for this project, staff stated that two residences could be built on this parcel. Since then, the staff has changed its opinion. The parcel is made up of four of the original Town of Milner lots. Each lot is considered "buildable". Therefore, four residences could be placed on this parcel. Recently the County streamlined the process PUDs go through for the change of zone. Instead of a separate application and fee, the zone change criteria is evaluated during the review of the PUD itself. Planning Commission recommended a finding of fact that acknowledges the zone change from Medium Density Residential to Planned Unit Development.

Commissioner Monger discussed the changes in buildability for the lots. He expressed concern over the Planning Department changing their stance on the buildability.

Mr. Phillips explained the lot was created before adoption of the zoning regulations.

Mr. Goldich continued that the Subdivision Regulation requires specific elements to be included in a subdivision unless they are specifically waived by the Board. The applicant has requested that the requirement for gutters, sidewalks, and street signs to be waived. Milner does not have gutters or sidewalks, so requiring them would not be consistent with surrounding development. Each of these units would be addressed off of Main Street, so street signs would not be required at the alley. During the round table, the Planning Commission agreed that these elements should be waived. The applicant has requested the fee-in-lieu be waived. Planning Commission stated that the fee should not be waived. The applicant provided a maximum amount that the Board could require. The formula used is based on the same formula that the County has used in the past. The applicant's number assumes that the tap fees would be reduced. If the tap fees are not reduced, the formula needs to be recalculated to come up with the correct fee. Condition of approval number twenty-three of the subdivision application is suggested to be modified to ensure that the correct tap fee amount is used to calculate the fee-in-lieu amount.

Mr. Goldich stated Civil Design Consultants (CDC) submitted a report stating that the water usage of six tiny homes would be equivalent to two regular-sized single-family homes. Planning Commission was satisfied with the conclusion. The applicant stated that laundry facilities may be added to the gazebo in the future. PUD plans require that all uses be listed or shown on the plan. If laundry facilities are not shown on the PUD plan at this point, the applicant would have to apply to have the plan amended to allow for that use.

Mr. Goldich continued that during the initial review, the Board required that an occupancy limit be included in the covenants. This restriction is in place. The covenants state that a maximum of two adults can reside in one of the units. This language would allow for children to reside in the units along with two adults. Snow storage was discussed with the Planning Commission. Planning Commission's opinion was that there is adequate space to store snow. This was based on the staff's determination that the amount of snow storage area provided complies with the City of Steamboat Springs snow storage standards. The City's standards were used as a comparison since Routt County does not have snow storage standards. Planning Commission also discussed outdoor storage and parking. They wanted to ensure that boats, snowmobiles, and UTVs were not stored on individual lots or in the common area. They recommended that this restriction be included in the covenants. They also recommended adding the restriction that parking spaces are for passenger or street-legal vehicles only.

Commissioner Monger asked if there would be easements on the plat for the snow storage areas.

Mr. Goldich stated there would be.

The Board and Mr. Goldich discussed details of snow storage.

Commissioner Monger asked if this parcel would be asphalt surfaced. Will there be a 5-foot easement for the waterline? Has the County Road and Bridge department approved the drainage plans? Commissioner Monger continued by suggesting the covenant requirements be included in the PUD, as well as restrictions on residents per unit.

Mr. Goldich stated the parcel would be asphalted, the easement has increased to allow access to the utility lines, and Road and Bridge has approved the drainage plans.

Commissioner Corrigan asked if landscaping and water measures were included in the PUD and subdivision regulations.

Mr. Goldich stated there is proposed landscaping and water measures in the PUD but not in the subdivision regulations.

Commissioner Corrigan asked if snowmobiles needed to be added to the outside storage restrictions.

Mr. Goldich confirmed so.

Commissioner Corrigan asked if parking restrictions were included in the PUD and subdivision regulations.

Mr. Goldich confirmed so.

Commissioner Corrigan asked how the parking regulations for this development would differ from the normal subdivision regulations.

Mr. Goldich stated the subdivision regulations for this development state two parking spaces per unit.

Mr. Buccino stated he believes the rooms are not big enough to have washers and dryers. He advised the Board to include that stipulation in the PUD. He added that a community snowblower and washer and dryer would be provided in the HOA open space.

Commissioner Corrigan asked if the CDC's analysis assumes on average there will be 6 people per home.

Mr. Buccino stated the CDC's analysis was based on two adults and two children per home. Without a washer and bathtub, the tiny homes should use the same amount of water as a single-family home.

Commissioner Corrigan stated based on the statistics of surrounding areas, the average is 2.4 people per family dwelling. Did CDC rely upon industry standards or did they make assumptions?

Mr. Buccino stated the statistics used were based upon the United States Geological Survey. He noted the average of two adults and two children per home was an assumption CDC made.

**Public Comment:**

Ms. Gerde stated she lives in a tiny home in Hayden and is in full support of tiny home development. The home she lives in with a family of four has a washer, dishwasher, shower,

and toilet. Her family uses eighty gallons of water in four days. She does not believe water will be an issue with this proposed development.

Ms. Weekly stated she is speaking as the collective voice of Milner residents. The Milner residents are concerned about the tap fees, lack of parking spaces, snow storage, standard property line setbacks, and variances relating to the development. The Milner residents feel their concerns are not being heard. They feel Mr. Buccino received preferential treatment because he is on the City Planning Commission. The fee-in-lieu funds started at \$17,684 and are now down to \$3,005. The calculations were accepted by Planning Commission, despite not being in align with the policy. The policy requires the calculations to include the values of all the improvements for the entire property and not just the two additional units. The developer is requiring more than twice the price per square foot for these homes than a normal sized home in Milner would cost. The development proposes six tiny homes on an area that normally would only allow two homes. The residents tried to compromise by asking for four tiny homes opposed to six, but the developer refuses to agree to the decrease. Ms. Weekly finalized that the residents of Milner will be greatly affected by this development, and they hope their concerns will be addressed.

Mr. Ginter stated he is concerned about snow storage being in his driveway from the alleyway. He feels the amount of parking space will not be adequate.

Mr. Weese expressed his support for this project.

Ms. Case stated this process has been frustrating. She is disappointed in the efficiency of Routt County local government. She noted 90% of the Milner homeowners are opposed to this project.

#### **Round Table:**

Commissioner Corrigan stated he supports this project because of the need for affordable housing but is sympathetic to the water and parking issues for the residents of Milner.

Commissioner Monger reiterated his concern with Planning's changes on buildability. He feels the development might create too much activity for the area and the highway. He supports the washing machines in the community gazebo and having two adults per residence. He would like to clean-up the PUD covenant items. He stated the Commissioners are responsible for providing predictability for the public. However, the Commissioners champion projects that are created before it comes to them, so their power is limited. Commissioner Monger finished with his opposition to the development, due to it not meeting finding of fact number one.

Commissioner Melton stated the Commissioners are responsible for interpreting the regulations of the County. She does not believe this use is significantly more impactful than the benefits of this development. Division of water resources and water consultants gave their support for the development. Street parking and alleyway parking can alleviate parking issues. Mr. Buccino is not getting preferential treatment. Commissioner Melton finalized with her support for the development.

#### **MOTION**

Commissioner Monger moved to approve the following Final PUD, PL-19-132, with the following **findings of facts**:

1. The proposal has been determined to be in compliance with the guidelines of the Routt County Master Plan.
2. The proposal with the following conditions is in compliance with Sections 4, 5, 6, 7 and 8 of the Routt County Zoning Regulations and Sections 2, 3, and 4 of the Routt County Subdivision Regulations.
3. The Final PUD is substantially similar to the Conceptual PUD.
4. In review of the Final PUD and Zoning Amendment standards, it has been determined that the Zoning Amendment standards have been met.

This approval is subject to the following **conditions**:

1. This approval shall become effective upon the recording of the Final PUD and Final Plat.
2. The Final PUD shall be finalized and recorded within one (1) year unless an extension is granted pursuant to Section 3.2.10, Routt County Zoning Regulations. Extensions up to one (1) year may be approved administratively.
3. The change of zone from Medium Density Residential to Planned Unit Development shall become effective upon the recording of a resolution amending the Official Zoning Map by the Board of County Commissioners.
4. The Final PUD, Final Plat, Zone Change Resolution, Subdivision Improvement Agreement, covenants, and documents conveying the common elements to the HOA shall be recorded concurrently.
5. The approval shall not be issued until all fees have been paid in full.
6. All property taxes must be paid prior to the recording of the Final PUD and Final Plat.
7. The following notes shall be shown on the Final PUD:
  - a. The open space shall remain as open space in compliance with the Section 7 of the Routt County Zoning Regulations.
8. A note concerning the non-exempt status of the water well shall be included on the Final Plat and Final PUD. If a plan for augmentation is obtained in conjunction with the well permit, then this note will not be required.
9. All easements shown on the civil plan drawings shall be shown on the Final Plat and PUD Plan.
10. Additional utility easements in the common area shall be identified on the Final Plat and PUD Plan for water, electric, and telecommunications.
11. Snow storage easements shall be shown on the Final Plat and PUD Plan for those areas identified as such in civil plan drawings.
12. The open space shall be conveyed to the HOA concurrently with the recording of the Final Plat and PUD Plan.
13. Uses of the open space shall be restricted to a basketball hoop, passive recreational uses, a gazebo, which may include laundry facilities, and snow storage and shall be identified on the PUD Plan.
14. The following elements shall be shown on the PUD Plan.
  - a. Setbacks
  - b. Structure dimensions
  - c. Total square footage of structures
  - d. Uses of the open space
  - e. Utility and snow storage easements
  - f. Reference to the Zone Change Resolution and covenants

15. The following restrictions shall be shown on the PUD Plan.
- a. Lighting shall be downcast and opaquely shielded;
  - b. CPW's recommendation to use certified bear resistant trash receptacles;
  - c. No outside storage of RVs, ATVs, boats, snowmobiles or similar items on common areas or lots;
  - d. Maximum number of adult residents per unit shall be limited to two;
  - e. No solid wood fuel devices are allowed
  - f. Parking spaces are for passenger or street legal vehicles only.

Commissioner Corrigan seconded; the motion carried 2-1.

Commissioner Monger opposed because it does not meet finding of fact number 1.

Commissioner Monger moved to approve the following Preliminary Subdivision, PL-19-133, and Final Subdivision, PL-19-134, with the following findings of facts:

**Findings of fact:**

1. The proposal has been determined to be in compliance with the guidelines of the Routt County Master Plan.
2. The proposal with the following conditions is in compliance with Sections 4, 5, 6, 7, and 8 of the Routt County Zoning Regulations and Sections 3 and 4 of the Routt County Subdivision Regulations.

This approval is subject to the following **conditions**:

1. The Final Plat shall be finalized and recorded within one (1) year unless an extension is granted pursuant to Section 2.1.6, Routt County Subdivision Regulations. Extensions up to one (1) year may be approved administratively.
2. The Final Plat, Final PUD, Zone Change Resolution, Subdivision Improvement Agreement, covenants, and documents conveying the common elements to the HOA shall be recorded concurrently.
3. This approval is contingent upon the acquisition of and compliance with any required federal, state and local permits. The operation shall comply with all federal, state and local laws.
4. 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.
5. The approval shall not be issued until all fees have been paid in full.
6. All property taxes must be paid prior to the recording of the plat.
7. The following notes shall be shown on the Final Plat:
  - a. 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.
  - b. The open space shall remain as open space in compliance with the Section 7 of the Routt County Zoning Regulations.

8. A note concerning the non-exempt status of the water well shall be included on the Final Plat and Final PUD. If a plan for augmentation is obtained in conjunction with the well permit, then this note will not be required.
9. Address signage shall be in conformance with Routt County Road Addressing, Naming, and Signing Policy.
10. 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. An access permit shall be obtained prior to construction of any accesses.
11. A Work in the Right of Way and utility permit shall be obtained prior to construction.
12. A current soils test showing that the soils are sufficiently stable to support development will be required prior to obtaining a building permit.
13. Revegetation of disturbed areas shall occur within one growing season with a seed mix that avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass mixes.
14. Covenants shall include:
  - a. Lighting shall be downcast and opaquely shielded;
  - b. CPW's recommendation to use certified bear resistant trash receptacles;
  - c. No outside storage of RVs, ATVs, boats, snowmobiles or similar items on common areas or lots;
  - d. Maximum number of adult residents per unit shall be limited to two;
  - e. No solid wood fuel devices are allowed
  - f. Parking spaces are for passenger or street legal vehicles only.
15. All easements shown on the civil plan drawings shall be shown on the Final Plat and PUD Plan.
16. Additional utility easements in the common area shall be identified on the Final Plat and PUD Plan for water, electric, and telecommunications.
17. Snow storage easements shall be shown on the Final Plat and PUD Plan for those areas identified as such in civil plan drawings.
18. All easements shall be dedicated to the public.
19. The open space shall be conveyed to the HOA concurrently with the recording of the Final Plat and PUD Plan.
20. 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. Road right-of-way improvements
  - b. Drainage systems
  - c. Utilities
    - i. Water
    - ii. Sewer
    - iii. Electric
    - iv. Natural Gas
    - v. Cable television
    - vi. Telephone
  - d. Landscaping
  - e. Survey monuments
  - f. Grading and excavation
  - g. Reclamation and revegetation
  - h. Erosion and sedimentation control during construction of improvements

i. Water quality monitoring during construction of improvements

j. Engineer supervision

21. If the developer completes all required subdivision improvements prior to recording of the Final Plat, a Subdivision Improvements Agreement shall be entered into for the warranty period of such improvements.

22. Final approval of this subdivision is contingent upon the approval of the sewer plan by the Routt County Environmental Health Department. Evidence of such approval shall be submitted prior to recording the plat.

23. Prior to recordation of the Final Plat and PUD Plan, the applicant shall pay a fee-in-lieu in the amount of \$3,379 for the total of the subdivision.

24. Prior to recordation of the Final Plat and PUD Plan, a revised traffic report shall be submitted and approved by Routt County Public Works addressing comment #6 in Public Works' letter dated August 28, 2019.

Commissioner Corrigan seconded; the motion carried 2-1.

Commissioner Monger opposed.

### **MILNER TAP FEES**

Mr. Cowman stated based on the definition for a Single Family Equivalent, Routt County Department of Environmental Health (RCDEH) would assess a rate of \$6,000 per tap for a total of \$36,000. It appears to RCDEH that a change to the rate schedule would be required in order to change current tap fees. The regulations currently do not include tiny homes nor a situation where there is an occupancy limit.

Mr. Buccino stated tiny homes are a new product for our area. The regulations will need to eventually change. A fifty percent reduction for affordable housing without deed restrictions would be preferred. Mr. Buccino recommended charging each tap separately.

Ms. Selbe asked how washing machines would be charged.

Mr. Cowman stated each home in a community is charged a monthly or quarterly fee. Most homes have a washer and are not charged extra.

Ms. Weekly asked if the laundry facility requires an additional tap into the main sewer line.

Mr. Cowman stated he is not aware of the details of the washer item. However, he does not believe it meets the definition of a single-family equivalent, so it would not need to tap into the main sewer line.

Commissioner Monger stated he is opposed to the waiver. The regulations need to change if anything. He feels the homes justify as single-family dwellings.

Commissioner Corrigan and Melton expressed their opposition to the waiver as well.

### **MOTION**

Commissioner Corrigan moved to deny the request to Cheney Creek tiny homes for a reduction in the Milner sanitation tap fees.

Commissioner Monger seconded; the motion carried 3-0.

#### **RECREATIONAL FACILITY STANDARDS; PL-19-164**

The next two items were discussion items the Board chose to table until further notice.

#### **MOTION**

Commissioner Monger moved to table recreational facility standards; PL-19-164.

Commissioner Corrigan seconded; the motion carried 3-0.

#### **RESIDENTIAL TREATMENT FACILITY STANDARDS; PL-19-141**

#### **MOTION**

Commissioner Corrigan moved to table residential treatment facility standards; PL-19-141.

Commissioner Monger seconded; the motion carried 3-0.

#### **EN RE: EMERGENCY MANAGEMENT / DAVID DEMORAT**

Cheryl Dalton, Emergency Management, was also present.

#### **2019 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) ENCUMBRANCE #19EM-20-48 LETTER OF ACCEPTANCE**

Mr. DeMorat stated his request for approval and authorization for the Chair to sign the 2019 Emergency Management Performance Grant (EMPG) Encumbrance #19EM-20-48 Letter of Acceptance Between the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management and Routt County. On January 29, 2019, the County Commissioners approved and signed the Emergency Management Performance Grant (EMPG) – Local Emergency Manager Support (LEMS) Program Funding Grant Application for Calendar Year 2019. Routt County has benefited from the EMPG Grant for many years with reimbursement to the County based on meeting performance requirements identified in the yearly Grant Agreement. Routt County received \$71,000 in 2012, \$83,580 in 2013, \$76,000 in 2014 and 2015, \$61,150 in 2016, and \$60,000 in 2017 and 2018.

## **MOTION**

Commissioner Corrigan moved to approve and authorized the Chair to sign the 2019 Emergency Management Performance Grant (EMPG) Encumbrance #19EM-20-48 Letter of Acceptance between the State of Colorado, Department of Public Safety, Division of Homeland Security and Emergency Management and Routt County.

Commissioner Monger seconded; the motion carried 3-0.

## **EN RE: COMMISSIONERS' WORK SESSION**

Kim Newcomer and Ryan Burke, Slate; were present.

## **COMMUNICATIONS 2020 BUDGET**

Mr. Burke and Ms. Newcomer presented the 2020 Communications budget request.

## **EN RE: COMMUNICATIONS CENTER / JASON NETTLES**

Karrie Littman, Communications; David DeMorat, Emergency Management; and Erick Knaus, County Attorney, were also present.

## **EMERALD MOUNTAIN SITE LEASE - YVEA**

Ms. Littman stated Routt County has entered into a Memorandum of Understanding with the Governor's Office of Information Technology (OIT), Communication Services dated May 22, 2017, whereby the State will install, maintain, and operate the public safety statewide digital trunked radio system equipment and microwave radio equipment to be located at the Emerald Mountain Communications Site. Based on that agreement, Routt County and YVEA are willing to permit the State to access the Site for the purpose of installing, maintaining, and operating the State Communications Facilities. Under the terms of the MOU, YVEA and the County are to enter into a long-term ground lease for access and use of the Property as a non-commercial communications site. This Communications Site Use Agreement and Ground Lease states that the site is to be used for the County's emergency services communications equipment, the State of Colorado communications equipment, YVEA equipment, as well as the Federal Aviation Administration (FAA) Wide-Area Multilateration (WAM) system. County shall also have the right to allow the State to access and use the Site for the purposes of maintaining and operating the State Facilities, and to allow the City Steamboat Springs to access the Property to place future equipment, as yet undetermined, on or within the Site. YVEA will maintain the right of priority for its existing facilities and/or frequencies. The agreement will be in place until May 21, 2058, unless terminated before then.

Mr. Knaus stated this site lease is between Yampa Valley Electric Association (YVEA), who owns the ground with deed restrictions, and the County. Essentially YVEA ownership of the ground, agreements with the state states the city has the potential to ad additions to the tower. Next step, the City transfers ownership of the tower so the County will do the maintenance.

**MOTION**

Commissioner Monger moved to approve and authorized the Chair to sign the Communications Site Use Agreement and Ground Lease with Yampa Valley Electric Association for the Emerald Mountain Communications Site located at 38400 Blackmer Drive, Steamboat Springs.

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