

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Angelica Salinas
District I

Timothy Redmond
District II

Sonja Macys
District III

Regular Meeting Agenda
March 3, 2026

Times listed on the agenda are approximations and may be longer, shorter, or earlier than scheduled, with no notice. Agendas are subject to change up to 24 hours before the start of the meeting. To ensure you have the most up-to-date information, please check the agenda within 24 hours of its start time. If you are joining the meeting for a specific item, please join 10 minutes **before the item to ensure you are present for the beginning of the item.**

All regular meetings are open to the public unless otherwise noted. All meetings will be held in the Routt County Historic Courthouse - 522 Lincoln Avenue, Hearing Room, Steamboat Springs - **or otherwise noted.**

Join the meeting via our [Zoom Link](#).

1. 9:30 A.M. CALL TO ORDER
2. APPROVAL OF ACCOUNTS PAYABLE, MANUAL WARRANTS, AND PAYROLL
3. CONSENT AGENDA ITEMS

Items of routine and non-controversial nature are placed on the consent agenda to allow the Board of County Commissioners to spend its time and energy on more important items on a lengthy agenda. Any Commissioner may request that an item be "PULLED" from the consent agenda and considered separately. Any member of the public may "REQUEST" any item to be "PULLED" from the consent agenda.

A. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE STATE HUMAN SERVICE ELECTRONIC BENEFIT TRANSFER IN THE AMOUNT OF \$183,257.73 THROUGH JANUARY

Documents:

[01-26 EBT TRANSACTIONS.PDF](#)

B. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE PLAT FOR SKY VIEW ESTATES LOT 2 PLAT CORRECTION, AND RESOLUTION #2026-P-011 FOR THE ASSOCIATED EASEMENT VACATION, APPROVED ON MARCH 27, 2025 AS PROJECT PL20250013

Documents:

[PL20250013_VACATION_EXHIBIT-A.PDF](#)
[PL20250013_REDLINEREVIEW_ROUND3_FINALNOCHANGES.PDF](#)
[PL20250013_RESOLUTION_EASEMENT VACATION_FINAL_CL.PDF](#)

C. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN AN

APPLICATION AND REPORT OF CHANGES FORM FOR STEAMBOAT SKI AND RESORT CORP DBA STOKER BAR FOR A NEW MANAGER REGISTRATION

Documents:

[BCC COMMUNICATION FORM ACCESSIBLE_STOKER_NEW MANAGER 2026.PDF](#)

D. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN THE 2025 PILT APPLICATION

Documents:

[BCC COMMUNICATION FORM ACCESSIBLE V6.26.PDF](#)
[ROUTT PILT APPLICATION.PDF](#)

E. APPROVAL OF AND AUTHORIZATION FOR THE CHAIR TO SIGN AN AMENDMENT TO THE IDEAL FENCING CONTRACT FOR GUARDRAILS 2025 APPROVAL

Documents:

[IFB 858 AMENDMENT NO. 1 - DEADLINE EXTENSION_UPDATE_SIGNED_MB.PDF](#)
[IDEAL FENCING EXECUTED CONTRACT AND NTP.PDF](#)

F. RATIFICATION OF THE PRIOR SUBMISSION OF THE EQUITABLE SHARING AGREEMENT AND CERTIFICATION TO THE DEPARTMENT OF JUSTICE AND AUTHORIZATION FOR THE CHAIR TO SIGN THE DOCUMENT FOR ACCOUNTING DEPARTMENT RECORDS

Documents:

[EQUITABLE SHARING AGREEMENT AND CERTIFICATION.PDF](#)

4. CONSIDERATION OF ITEMS PULLED FROM THE CONSENT AGENDA

5. 9:35 A.M. PUBLIC HEALTH

Roberta Smith, Public Health Director

A. INTERGOVERNMENTAL AGREEMENT FOR EAGLE COUNTY PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP)

Documents:

[BCC COMMUNICATION FORM EPR CONTRACT.PDF](#)
[IGA EPR COORD. EAGLE AND ROUTT - FINAL 2.PDF](#)
[IGA EAGLE ROUTT COMBINED 2.10.26.PDF](#)
[EXHIBIT 1 STATEMENT OF WORK EAGLE ROUTT PH IGA - FINAL 2.PDF](#)
[VENDOR ACH_AUTHORIZATION_FORM_FILLABLE.PDF](#)
[EXHIBIT 2 ECPHE PHEP COORDINATOR JOB DESCRIPTION - FINAL 2.PDF](#)

6. 9:50 A.M. FACILITIES

Joe Stepan, Maintenance Operations Manager

A. APPROVAL FOR CHANGE ORDER TO FONES CONSTRUCTION

Approval for change order to Fones Construction for added scope to Fairgrounds Restroom Remodel

Documents:

BCC COMMUNICATION FORM FONES CO.PDF
RESTROOM RENOVATION COST ESTIMATE_08_20_25.PDF
ROUTT COUNTY FAIRGROUNDS CO-BID_01_05_2026.PDF

7. 10:00 A.M. HISTORIC PRESERVATION BOARD

Michael Olsen, Chair

A. DESIGNATION OF THE NYBY BARN DISTRICT TO THE ROUTT COUNTY HISTORIC REGISTER

Documents:

BCC COMMUNICATION FORM HPB NYBY NOMINATION.PDF
2026-012 DESIGNATION OF THE NYBY PROPERTY TO ROUTT COUNTY REGISTER OF HISTORIC PROPERTIES.PDF
NYBY PROPERTY NOMINATION.PDF

B. DESIGNATION OF THE MARGARET DUNCAN BROWN RANCH TO THE ROUTT COUNTY HISTORIC REGISTER

Documents:

BCC COMMUNICATION FORM HPB MARGARET DUNCAN BROWN RANCH NOMINATION.PDF
2026-013 DESIGNATION OF THE MARGARET DUNCAN BROWN RANCH TO THE HISTORIC REGISTER.PDF
MARGARET DUNCAN BROWN RANCH HEADQUARTERS NOMINATION.PDF

8. 10:20 A.M. ENVIRONMENTAL HEALTH

Scott Cowman, Director

A. MILNER AND PHIPPSBURG WASTEWATER SYSTEMS PROJECTS - MOCON CHANGE ORDER NO. 5 & AQUAWORKS CONTRACT EXTENSION NO. 2

Documents:

BCC COMM MILNER_PBURG CHANGE ORDERS 20260224DOCX.PDF
PBURG COLLECTION CHANGE ORDER
NO5_MOCONSIGNED.STAMPED.PDF
ROUTT COUNTY ENGINEERING EXTENSION PROPOSAL II.STAMPED.PDF

9. 10:35 A.M. YAMPA VALLEY HOUSING AUTHORITY

A. DISCUSSION ON ROUTT COUNTY GRANT TO THE YAMPA VALLEY HOUSING AUTHORITY

A discussion on unused funds from a 2022 Routt County grant to the Yampa Valley Housing Authority (YVHA) for the design and engineering of phase 1A of Brown Ranch.

Documents:

YVHA COUNTY GRANT COMMUNICATION FORM.PDF
YVHA AID TO AGENCY AGREEMENT.PDF
ROUTT COUNTY GRANT 2022 - EMAIL.PDF
REQUEST FOR EXPANDED SCOPE 2-24-26.PDF

10. 11:05 A.M. COUNTY MANAGER/ LEGAL/ COMMISSIONERS' COMMITTEES UPDATE

Jay Harrington, County Manager
Melina Bricker, Assistant County Manager
Lynaia South, County Attorney

11. 12:00 P.M. MEETING ADJOURNED

Routt County operates all programs, services, and activities in compliance with the Americans with Disabilities Act. If you need special accommodation due to a disability, please call the Commissioners' Office at (970) 879-0108 to ensure we can meet your needs. Please notify us of your request as soon as possible before the scheduled event.

Routt County is committed to providing equitable access to our services to everyone. Our ongoing accessibility goals align with the Web Content Accessibility Guidelines (WCAG) version 2.1, level AA criteria. This agenda includes links to information provided by a third party over which we cannot guarantee accessibility. If the format of any material on this agenda interferes with your ability to access information, please contact us. Additional ways to provide feedback regarding accessibility are available online (www.co.routt.co.us/994/Website-Accessibility).

**ELECTRONIC TRANSACTIONS
Jan-26**

EBT Date	Payroll AMT	Child Care	Child Welfare	Adoption/ Relative Guardianship	Case Services	Core Services	Food Asst	Colo Works	OAP & Burial	AND & Burial	E- EBT
1/9/2026	15365.15		10838.84	4526.31							
1/23/2026	8475.00					8,475.00					
1/23/2026	3123.99				3,123.99						
1/31/2026	41872.58	41872.58									
1/31/2026	114421.01						104,743.00	1,783.00	5,814.00	1,976.01	105.00
	0.00										
	0.00										
	0.00										
	0.00										
TOTALS	183,257.73	41,872.58	10,838.84	4,526.31	3,123.99	8,475.00	104,743.00	1,783.00	5,814.00	1,976.01	105.00

STATE OF COLORADO)
)SS.
COUNTY OF ROUTT)

I, Kelly Keith, Director of Human Services of Routt County, Colorado, herby certify that the payments as herein set forth are authorized federal assistance payments for the month of January-2026 totaling the sum of: \$ 183,257.73

January-2026

Routt County Dept of Human Services Director _____

Date: _____

Routt County Board of Commissioner, Chairperson _____

Date: _____



Ph: 970-871-6772 · Fax: 970-879-8023 · P.O. Box 775966 · Steamboat Springs, Colorado 80477

Legal Description for a private driveway, utility & emergency vehicle & road maintenance easement to be vacated located in Lot 2, Ski View Estates in Section 6, Township 3 North, Range 84 West of the 6th P.M., Routt County, Colorado

A legal description of Fraysher Lane, a 22' wide private driveway, utility & emergency vehicle & road maintenance easement located in Lot 2, Ski View Estates in Section 6, Township 3 North, Range 84 West of the 6th P.M., Routt County, Colorado.

Beginning at a point on the north property line of Lot 2, Ski View Estes, at the property corner where Lot 1, 2 and 3, Ski View Estates meet, S 12° 22' 19" E for a distance of 32.09 feet to a point on a line.

Thence, S 10° 10' 41" E for a distance of 89.06 feet to a point on a line.

Thence, S 19° 05' 11" W for a distance of 80.61 feet to a point on a line.

Thence, S 33° 40' 08" W for a distance of 108.30 feet to a point on a line.

Thence, S 48° 46' 20" W for a distance of 61.05 feet to the beginning of a curve,

Thence 137.38 feet along a curve to the right, with delta angle of 196° 46' 56", a radius of 40.00 feet, and whose long chord bears N 32° 50' 12" W for a distance of 79.14 feet.

Thence, N 65° 32' 53" E for a distance of 74.02 feet to a point on a line.

Thence, N 47° 06' 15" E for a distance of 40.60 feet to a point on a line.

Thence, N 26° 12' 18" E for a distance of 46.16 feet to a point on a line.

Thence, N 43° 21' 10" E for a distance of 41.41 feet to a point on a line.

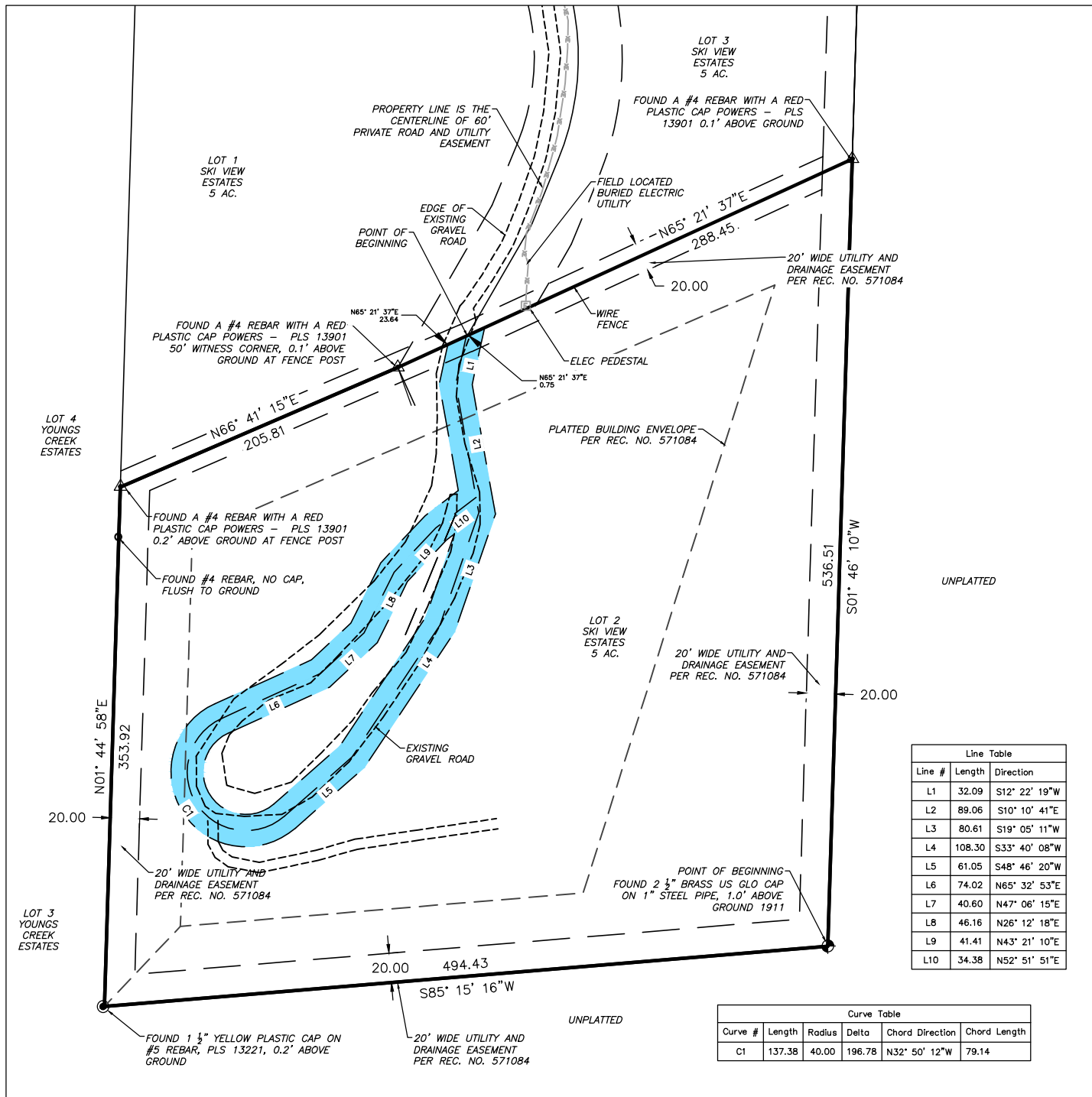
Thence N 52° 51' 51" E a distance of 34.38 feet to a point of termination, said easement contains 16,082 square feet more or less.

Basis of Bearing: N 65°21'37" E, 288.45 feet along the north line of Lot 2, Ski View Subdivision.

Legal description by Walter Magill, a Colorado Licensed Land Surveyor for and on behalf of Four Points Surveying and Engineering

EXHIBIT A

FRAYSHER LANE - PRIVATE DRIVEWAY, UTILITY & EMERGENCY VEHICLE & ROAD MAINTENANCE ACCESS EASEMENT WITHIN LOT 2, SKI VIEW ESTATES LOCATED IN SECTION 6, TOWNSHIP 3 NORTH, RANGE 84 WEST OF THE 6TH P.M., ROUTT COUNTY, COLORADO



**LOT 2
SKI VIEW ESTATES**

Horizontal Scale
1" = 100'

**Four Points
Surveying and Engineering**

DATE: 11-26-2024
JOB NO. 2052-001



SHEET NO.
1
OF 1

RESOLUTION NO. 2026-P-011

A RESOLUTION

**Vacation of a private driveway, utility, & emergency vehicle & road maintenance access
easement
Planning Activity No. PL20250013**

Recitals

- A. WHEREAS, Magdalena C Popesco (“Petitioner”) is the owner of a tract of land described as Ski View Estates Subdivision Lot 2, according to the recorded Plat thereof, filed as Reception #571084, County of Routt, State of Colorado (the “Land”);
- B. WHEREAS, The Board of County Commissioners for the County of Routt, State of Colorado, (the "Board"), has duly received a petition concerning the Land from Petitioners for vacation of a private driveway, utility, & emergency vehicle & road maintenance access easement described in Exhibit A;
- C. WHEREAS, All necessary data has been submitted and all required fees have been paid on behalf of the Petitioner;
- D. WHEREAS, The Routt County Planning Commission reviewed the petition on 5/15/2025, and submitted an advisory report to the Board, prior to the public hearing, recommending approval with conditions;
- E. WHEREAS, The Board held a public hearing on the matter on 5/27/2025, notice of said hearing having been advertised in the Steamboat Pilot, a local newspaper of general circulation;
- F. WHEREAS, Input was taken from Routt County Planning Staff, and Planning Commission's recommendation was considered;
- G. WHEREAS, Public input was received from members of the audience;
- H. WHEREAS, Commissioner Salinas moved to approve the vacation of the utility, drainage, and trail easements with the following findings of fact:
 - 1. The proposal with the following conditions complies with the applicable guidelines of the Routt County Master Plan and is in compliance with Chapters 3 and 4 of the Routt County Unified Development Code.
- I. WHEREAS, This approval was given subject to the following conditions:
 - 1. A resolution vacating portions of the driveway, utility, and emergency vehicle and road maintenance access easement for Fraysher Ln shall be recorded concurrently with the Final Plat.

2. Utility and drainage easements shall be shown and dedicated on the final plat. The plat shall show all required drainage and utility easements on the vacated portion of roadways.
3. The Morrison Creek resolution vacating the utility easements by shall occur prior to or concurrently with the recording of the final plat.

J. WHEREAS, Commissioner Redmond seconded; motion passed by a 3-0 vote of the Board.

K. WHEREAS, all necessary legal descriptions, easements, and agreements have been prepared in satisfaction of the conditions of this private driveway, utility, & emergency vehicle & road maintenance access easement vacation. The final plat is ready for recordation.

L. WHEREAS, The Board held a public meeting to authorize signatures on the final plat and this final resolution on March 3, 2026, notice of said meeting having been posted as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Routt County, Colorado, that:

1. The plat for Sky View Estates Lot 2, Plat Correction and Resolution #2026-P-011 for the associated Easement Vacation are hereby;

ADOPTED AND APPROVED this 3 day of March, 2026.

ROUTT COUNTY, COLORADO

By
 Tim Redmond, Chair
 Board of County Commissioners

Vote:	Angelica Salinas	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Tim Redmond	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Sonja Macys	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ATTEST:

By
 Jenny L. Thomas
 Routt County Clerk and Recorder

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Routt County Clerk and Recorder

AGENDA DATE: 3/3/2026

AGENDA TITLE: AUTHORIZATION FOR THE CHAIR TO SIGN AN APPLICATION AND REPORT OF CHANGES FORM FOR STEAMBOAT SKI AND RESORT CORP DBA STOKER BAR FOR A NEW MANAGER REGISTRATION.

ITEM TYPE: CONSENT ITEM

REQUEST/ ISSUE & BACKGROUND:

An investigation report has been sent out to the Sheriff's office only and payment to the County Clerk has been received. The applicant paid the State through the online portal.

The Stoker Bar license has been active since at least 2003 with no known issues reported.

The Stoker Bar is located at 2305 Mt Werner Cir, Steamboat Springs inside Thunderhead Lodge.

These requirements from the State have been met:

- A request form (DR8442) has been completed in full and signed.

In addition, an Individual History Report has been completed and submitted and a receipt for payment to the State has been provided.

RECOMMENDED ACTION (Full Motion Language):

MOTION TO AUTHORIZE THE CHAIR TO SIGN A PERMIT APPLICATION AND REPORT OF CHANGES FOR STEAMBOAT SKI AND RESORT CORP DBA STOKER BAR FOR A NEW MANAGER REGISTRATION.

ALTERNATIVES:

MOTION TO DENY A PERMIT APPLICATION AND REPORT OF CHANGES FOR STEAMBOAT SKI AND RESORT CORP DBA STOKER BAR FOR A NEW MANAGER REGISTRATION.

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): NONE.
- CURRENT BUDGETED AMOUNT: NONE.
- PROPOSED EXPENDITURE: NONE.
- FUNDING SOURCE: NONE.
- SUPPLEMENTAL BUDGET NEEDED: NONE.

LEGAL ISSUES:

NONE.

CONFLICTS OR ENVIRONMENTAL ISSUES:

NONE.

LIST OF ATTACHMENTS:

NONE.

DEPARTMENT HEAD INITIALS: JLT

DATE: 02/23/2026

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Accounting

PRESENTATION DATE: 03/03/2026

AGENDA TITLE: 2026 Payment in Lieu of Taxes (PILT) application

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

"Payments in Lieu of Taxes" (or PILT) are State payments to local governments that help offset losses in property taxes due to nontaxable State lands within their boundaries.

RECOMMENDED ACTION (Full Motion Language):

Consideration for the Board of County Commissioners to Approve and Sign the 2026 Payment in Lieu of Tax application.

ALTERNATIVES:

N/A

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): \$6,989.36
- CURRENT BUDGETED AMOUNT: \$0.00
- PROPOSED EXPENDITURE: N/A
- FUNDING SOURCE: N/A
- SUPPLEMENTAL BUDGET NEEDED: No

LEGAL ISSUES:

N/A

CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

LIST OF ATTACHMENTS:

PILT Application

DEPARTMENT HEAD INITIALS: DLS

DATE: 2.24.26

AMENDMENT NO. 1 TO CONSTRUCTION CONTRACT
IFB 858 – Guardrails 2025/2026

Original Contract Date:	October 24, 2025
Contract Value:	\$320,073.18 (unchanged)
County:	Routt County, Colorado (Board of County Commissioners)
Contractor:	Ideal Fencing Corp, LLC, 5795 Ideal Drive, Erie, Colorado 80516

PURPOSE

The parties agree to extend the project completion deadline to allow sufficient time to complete the guardrails installation. All other terms and conditions of the original contract remain in full force and effect.

AMENDMENT

Section 4 of the original contract is amended as follows:

ORIGINAL	AMENDED
Completion Deadline: November 14, 2025	Completion Deadline: June 30, 2026
Hard Outer Limit: November 21, 2025	Hard Outer Limit: Superseded — new completion deadline is June 30, 2026

LIQUIDATED DAMAGES

The liquidated damages provision of the original contract remains in effect. Liquidated damages will apply if the Contractor fails to complete the Project by June 30, 2026.

NO OTHER CHANGES

Except as expressly set forth in this Amendment, all terms, conditions, and obligations of the original contract dated October 24, 2025 remain unchanged and in full force and effect. In the event of any conflict between this Amendment and the original contract, this Amendment controls.


SIGNATURES

By signing below, both parties agree to the terms of this Amendment.

ROUTT COUNTY, COLORADO

Authorized Signatory	Date
Title	

IDEAL FENCING CORP, LLC

Matthew Berry Authorized Signatory	February 24, 2026 Date
Title Corporate Secretary	

ROUTT COUNTY CONSTRUCTION CONTRACT

1. PARTIES.

This Construction Contract (the "Contract"), dated as of October 24, 2025, is between Routt County, Colorado (hereinafter called "County") by and through its Board of County Commissioners (hereinafter called "Board"), and Ideal Fencing Corp, LLC, (hereinafter called "Contractor"). For purposes of this Contract, the address of County shall be:

Board of County Commissioners
522 Lincoln Avenue, Suite 30
Steamboat Springs, Colorado 80487

For purposes of this Contract, the Local Dispatch address of Contractor shall be:

Ideal Fencing Corp, LLC
5795 Ideal Drive
Erie, Colorado 80516

Contractors Mailing/Billing Address is 10225 Westmoor Drive, Suite 205, Westminster, CO, 80021

2. CONTRACT DOCUMENTS.

- 2.1 The entire contract between the parties concerning the Project (as hereinafter defined) shall consist of and include:
- 2.1.1. Advertisement for Bids;
 - 2.1.2. Specifications for: Guardrails 2025;
 - 2.1.3. Contractor's Bid Proposal, including any amended portions thereof accepted and approved by County;
 - 2.1.4. Notice of Award;
 - 2.1.5. Construction Contract;
 - 2.1.6. Notice to Proceed;
 - 2.1.7. Change Order forms;
 - 2.1.8. Payment and Performance Bond, if required by Section 5.2 hereof;
 - 2.1.9. Construction Plans consisting of 19 sheets;

all of which shall consist of and be referred to as the "Contract Documents." Any terms and conditions in Contractor's Bid Proposal are not part of this Contract or Contract Documents unless specifically included herein.

2.2. The provisions of the Specifications for Guardrails 2025 and the Construction Plans shall take precedence over any conflicting provisions in the proposal documents or other Contract Document.

2.3. Anything mentioned in the Specifications and not shown on the Construction Plans, or shown on the Construction Plans and not mentioned in the Specifications, shall be of like effect as if shown or mentioned in both. In case of difference between the Construction Plans and the Specifications or in case of discrepancy in the figures in the Construction Plans or in the Specifications, the matter shall be promptly submitted to the

Project Administrator (as hereinafter defined) who shall promptly make a determination in writing. Any adjustment by Contractor without such a determination shall be at his own risk and expense.

2.4. As used herein, the term "Project Administrator" shall refer to such person as the Board of County Commissioners may, from time to time, designate as County's representative. The initial Project Administrator shall be Tony Brown. All changes in the designation of the Project Administrator shall be made in writing signed by the Chair of the Board of County Commissioners and sent to Contractor at the address set forth in Section 1 above by U.S. Mail, first-class postage prepaid. It is intended, and hereby permitted, that the Project Administrator may delegate the responsibility for inspecting the work on the Project to other County employees and agents but only the Project Administrator shall have the right and power to accept or reject work or materials on the Project or otherwise exercise the discretion of the Project Administrator provided for herein.

3. SCOPE OF WORK.

Contractor shall furnish all of the necessary supervision, materials, tools and supplies and perform all of the labor and other services necessary to complete the work set forth in the Specifications for Guardrails 2025 and as described and required by the Contract Documents and referred to herein as the "Project."

All workers shall be competent and have sufficient skill, knowledge and experience in their class of work and operation of equipment, to perform all work properly and satisfactorily.

Contractor agrees to do the work in a first class, substantial and workmanlike manner to the satisfaction of County in strict accordance with the provisions of the Contract Documents, including the Construction Plans and Specifications.

4. TIME OF COMPLETION.

Contractor shall commence the work required by the Contract Documents within ten (10) days of receipt of the Notice to Proceed and shall complete the Project not later than November 14, 2025. Contractor agrees that the completion of the Project within the time as set forth herein is of the essence and agrees to proceed with due diligence, taking all precautions and making all necessary arrangements to ensure completion of the work within the prescribed time period.

If Contractor refuses or fails to prosecute the work, or any separable part thereof, with such diligence as will insure its completion within the time specified in this Contract, or any extension thereof, or fails to complete said work within such time, County may, by written notice to Contractor, terminate his right to proceed with the work or such part of the work as to which there has been a delay. In such event, County may take over the work and prosecute the same to completion, by contract or otherwise, and may take possession of and use any or all materials, appliances and plant as may be on the site of the work and necessary therefor. Whether or not Contractor's right to proceed with the work is terminated, he and his sureties shall be liable under the terms of the Payment Bond and Performance Bond for Contractor's refusal or failure to complete the work within the specified time.

Contractor's right to proceed shall not be so terminated nor Contractor charged with resulting damage if Contractor be delayed at any time in the progress of the work by any negligent act of County, County employee or agent, or by changes ordered in the work, or by strikes, lock-outs, fire, unusual delay in transportation, unavoidable casualties or other causes beyond Contractor's control. Inability to purchase the required materials listed in Contractor's Proposal shall not be considered to be "beyond Contractor's control."

If delay is due to a cause beyond Contractor's control, the time of completion of the work shall be extended for a period equal to such portion of the period of delay as Contractor shall be able to show he could not have avoided by exercise of due diligence; provided, however, that in no event shall the time for Contractor's completion of the Project be extended beyond November 21, 2025. Contractor shall advise County in writing within three (3) days from the beginning of such delay and shall file a written claim for an extension of time within seven (7) days after the period of delay has ceased. Contractor shall not be precluded from recovering monetary damages, in addition to time extensions, for delays beyond Contractor's control. No provision in this Contract shall limit such recovery solely to extensions of time

5. LIQUIDATED DAMAGES/BONDING.

5.1. If Contractor fails to complete the Project by the Completion Date, County will incur damages which are presently difficult to compute. Contractor shall be liable only for its proportionate share of liquidated damages, limited to amounts arising from non-concurrent delays to the critical path directly caused by the Contractor, and in no event exceeding the liquidated damages actually assessed against Contractor by the County and Board

5.2. In the event that the Compensation to be paid to Contractor for the Project, as set forth in the first paragraph of Section 6 hereof, exceeds \$50,000, the Contractor shall deliver properly executed and issued payment and performance bonds meeting the requirements of C.R.S. § 38-26-105 in the penal sum of the amount set forth in Section 6.

6. COMPENSATION.

As consideration for the completion of the Project as required by the Contract Documents, County shall pay to Contractor the sum of Three Hundred Twenty Thousand, Seventy Three Dollars Eighteen Cents (\$320,073.18) which amount shall be payable as follows:

6.1. Progress payments shall be made upon application of Contractor to be made not more frequently than once a month during the Project. Payments shall be based upon the cost of labor and materials incorporated in the Project and materials suitably stored on the site as estimated by Contractor and approved by the Project Administrator.

6.2. At the time of an application for a progress payment, Contractor shall submit to the Project Administrator an itemized statement supported by receipts or vouchers showing payment for materials, labor and subcontracts; a description of the work completed; and Contractor's estimate of the percentage of completion of the Project represented by the payment application.

6.3. Within thirty (30) days after receiving a complete application for progress payment and all required supportive information, County shall pay to Contractor ninety-five percent (95%) of the amount shown in the application and approved by the Project

Administrator. The remaining five percent (5%) shall be paid upon the issuance of the Certificate of Completion, and after advertisement of final payment required by C.R.S. § 38-26-107 has been published and all applicable time periods under C.R.S. § 38-26-107 have expired. All retainage held by the County shall be released to Contractor within 30 days after the completion of Contractor's portion of the work and after the contractor has billed the county for the retainage held.

6.4. If materials stored at the Project site are paid for by County, title to such materials shall vest in Routt County. If such materials are stolen, lost or damaged before their incorporation into the Project, they shall be replaced at Contractor's sole expense.

6.5. The amount of money which County has appropriated for the Project is equal to or in excess of the Contract amount set forth above.

6.6. No change order, as defined in C.R.S. § 24-101-301(2), or other form of order or directive by the public entity requiring additional compensable work to be performed, which work causes the aggregate amount payable under the Contract to exceed the amount appropriated for the original Contract, unless the Contractor is given written assurance by the public entity that lawful appropriations to cover the costs of the additional work have been made and the appropriations are available prior to performance of the additional work or unless such work is covered under a remedy-granting provision in the Contract.

6.7. Routt County is subject to the provisions of Section 20 of Article X of the Colorado Constitution (also referred to as the "TABOR Amendment") which limits its ability to enter into multiple-fiscal year financial obligations. Therefore, any financial obligation of Routt County under this Contract beyond the current fiscal year (calendar year) is subject to and conditioned upon the due adoption of a budget for the year in which the obligation is due by the Board which budget provides for or appropriates funds for such obligation. The financial obligation of Routt County under this Contract shall be from year to year only and shall not constitute a multiple-fiscal year direct or indirect debt or other financial obligation or any obligation payable in any fiscal year beyond the fiscal year for which funds are appropriated for the payment thereof.

7. TAXES.

Construction and building materials sold to Contractor and subcontractors for use on structures, roads, streets, highways, and other public works owned by Routt County are exempt from Colorado sales and use taxes. However, such materials may be subject to any sales taxes imposed by local cities and counties and other local taxing authorities.

Contractor and subcontractors shall apply to the Colorado Department of Revenue for certificates of exemption indicating that their purchase of construction or building materials is for a public project. Completed copies of Application for Exemption Certificate with the approval of the Colorado Department of Revenue noted thereon should be delivered to Routt County prior to issuance of the Notice to Proceed. Contractor agrees to secure from each subcontractor copies of that subcontractor's approved Application and furnish a copy to County. Bidders shall not include in proposals the exempt Colorado sales and use taxes.

8. INDEMNIFICATION AND INSURANCE.

Contractor shall indemnify and hold harmless County, the Board and its agents and employees from and against any and all claims, damages, loses, injuries and expenses, including attorney's fees, arising out of or resulting from Contractor's negligent performance of the work on the Project. Nothing in this Agreement shall be interpreted to require Contractor to indemnify any party for that party's own negligence or willful misconduct; and Contractor's duty to indemnify shall only apply to claims for bodily injury and property damage, other than to the Work itself, that may arise from the performance of the Work, including reasonable attorneys' fees, costs, and expenses, that arise from the performance of the Work, but only to the extent caused by the negligent acts or intentionally wrongful acts or omissions of Contractor, Contractor's subcontractors, or anyone employed directly or indirectly by and of them or by anyone for whose acts any of them may be liable.

8.1. Contractor shall procure and maintain, at his own expense, until completion of all work and acceptance thereof by County, all of the insurance coverages required below. Contractor shall furnish County with a certificate of such insurance acceptable to County. Contractor shall immediately provide County with written notice in the event any portion of the insurance coverage required by this Contract is cancelled or if the insurer gives Contractor notice of its intent to cancel such insurance. The certificate shall be filed prior to the start of any work on the Project.

Liability Insurance. Contractor shall procure and maintain Comprehensive General Liability, including completed operations, contractual liability and automobile liability insurance affording coverage for all claims for bodily injury including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under this Contract, whether such operations be by Contractor or by subcontractors under him or anyone directly or indirectly employed by Contractor or by a subcontractor under him. Such insurance shall provide limits of liability of not less than one million dollars (\$1,000,000.00). Contractor shall furnish current certificates of insurance to County. All such insurance shall be written on a Comprehensive Form of Policy. All such insurance shall name "Routt County, Colorado Board of County Commissioners, c/o Purchasing, 136 6th Street, Suite 113, Steamboat Springs, Colorado 80487" as both certificate holder and additional insured. Contractor shall immediately provide County with written notice in the event any portion of the insurance coverage required by this Contract is cancelled or if the insurer gives Contractor notice of its intent to cancel such insurance.

8.2. Worker's Compensation Insurance; Unemployment Insurance; and Income Tax Withholding. Contractor shall procure and maintain Worker's Compensation Insurance at his own expense during the life of this Contract, including occupational disease provisions for all of his employees. Contractor shall also require each subcontractor to furnish Worker's Compensation Insurance, including occupational disease provisions for all of the latter's employees, otherwise he accepts full liability and responsibility for subcontractor's employees. In cases where any class of employees engaged in hazardous work under this Contract at the site of the Project is not protected under the Worker's Compensation statute, Contractor shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of his employees not otherwise protected. Neither the Contractor nor any employee of Contractor shall be entitled to unemployment insurance benefits through the County, and

the Contractor shall be obligated to pay any federal or state income taxes due with respect to any sum payable by County hereunder.

9. SUBLETTING OF CONTRACT.

Contractor shall not sublet, sell, transfer, assign or otherwise dispose of this Contract, or of his right, title or interest therein, without the written consent of County, which consent may be withheld without cause.

Contractor may utilize the services of specialty subcontractors on those parts of the Project which, under normal contracting practices, are performed by specialty subcontractors.

Contractor shall not award work to subcontractors in excess of fifty percent (50%) of the contract price without prior written approval of County.

Contractor shall be fully responsible to County for the acts and omissions of his subcontractors and of persons directly employed by them, as he is for the acts and omissions of persons directly employed by him.

Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the Project to bind the subcontractors to Contractor by the terms of the Contract Documents and to give Contractor the same power as regard terminating any subcontract that County may exercise over Contractor under any provision of the Contract Documents.

Nothing contained in this Contract shall create any contractual relationship between any subcontractor and County.

10. WARRANTY.

Contractor warrants to County that all equipment and materials to be furnished under this Contract shall be free from all defects in workmanship and materials.

Contractor shall remove from the Project area all work or materials rejected by the Project Administrator for failure to comply with the Contract Documents, whether incorporated in the construction or not. Contractor shall promptly replace the materials or re-execute the work in accordance with the Contract Documents and without expense to County which are or become defective due to such defects within one (1) year after date of receipt by County, except for ordinary wear and tear, improper or insufficient maintenance, modifications performed by others, or abuse. Subcontractor is not responsible for damage caused by others or from damage caused once open to the motoring public. Contractor shall also bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement.

Should Contractor fail to proceed promptly in accordance with this warranty, County may have such work performed at the expense of Contractor.

11. PRE-CONTRACT EXAMINATION.

Before submitting his proposal, Contractor examined all Construction Plans and the entire and complete Specifications and became well and fully informed as to the materials and character of work required, the relationship of all the particular parts of the work.

After execution of this Contract, no consideration will be granted for any misunderstanding of the materials to be furnished or the work to be done, it being mutually understood that the tender of the proposal carried with it an agreement to this end and all other conditions mentioned in this Contract and the Specifications, and implied a full and complete understanding of them and all Construction Plans, drawings, notes, indications and requirements.

Should anything be omitted from the Construction Plans or Specifications necessary to the proper completion of the work herein described, it shall be the duty of Contractor to so notify County before signing this Contract, and in the event of the failure of Contractor to give such notice, he shall make good any damage or defect in his work caused thereby without extra charge. No allowance will be made for lack of full knowledge of all conditions, except such underground conditions as are determined after commencement of the work and were unknown to Contractor.

12. ACCESS AND INSPECTION.

County and the Project Administrator shall at all times have access to the work. Contractor shall provide proper facilities for such access and for inspection of the work. The Project Administrator is, in the first instance, the judge of the performance of the Contract as it relates to compliance with the Construction Plans and Specifications, quality of workmanship and material.

All materials and equipment used in the construction of the Project shall be subject to adequate inspection and testing in accordance with generally accepted standards, as required and defined in the Contract Documents.

The Project Administrator may order that portions of the work be uncovered, exposed or made available for observations, inspection or testing. Contractor shall provide all necessary labor, materials, tools and equipment to comply with the Project Administrator's order. If such portion of the work is determined to be defective, Contractor shall bear all costs involved, including the cost of reconstruction. If such portion of the work is determined to be in substantial compliance with the Contract Documents, Contractor shall be compensated in accordance with Section 16 (Changes and Additional Work).

13. MEASUREMENTS.

Contractor shall verify all measurements at the site. All dimensions shown for existing work and all dimensions required for work that is to connect with work now in place shall be verified by Contractor by actual measurement of the existing work. Any discrepancies between the contract requirements and the existing conditions shall be referred to the Project Administrator before any work affected thereby has been performed. No compensation will be allowed for differences between actual dimensions and those indicated on the Construction Plans. Differences shall be submitted to the Project Administrator for consideration before proceeding with work, and in the event of the failure of Contractor to so notify the Project Administrator, Contractor shall make good any damage or defect in this work caused thereby, without extra charge to County.

14. NON-DISCRIMINATION.

During the performance of this Contract, Contractor agrees as follows:

14.1. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, marital status, religion, ancestry, mental or physical handicap, or age. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to the above mentioned characteristics. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; lay-offs or terminations; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by Contractor setting forth provisions of this non-discrimination clause.

14.2. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex, marital status, religion, ancestry, mental or physical handicap, or age.

15. LABOR AND MATERIALS.

In accordance with the laws of Colorado, Colorado labor shall be employed to perform the work to the extent of not less than eighty percent (80%) of each type or class of labor in the several classifications of skilled and common labor employed on the Project. The term "Colorado labor" shall mean any person who has been a bona fide resident of the State of Colorado for a period of not less than one (1) year.

The selection of materials and equipment for the work shall be in accordance with the laws of Colorado which read substantially as follows:

"Preference is hereby given to Colorado labor and to supplies, materials, and provisions produced, manufactured, or grown in Colorado, quality being equal to articles offered by competitors outside of the State."

In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the Contract through no fault of the Contractor, the Contract Sum, time of completion and/or contract requirements shall be equitably adjusted by change order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5% percent between the date of this Contract and the date of installation. Notwithstanding anything to the contrary in the Contract, payment for the escalation is not conditioned on any acts or omissions of the County and/or Board.

16. PROTECTION OF WORK AND PROPERTY.

Contractor shall continuously maintain adequate protection of his work and materials, protect the property on which the Project is to be constructed from injury or loss arising in connection with the Contract and adequately protect adjacent property as provided by law and Contract Documents.

Contractor shall at all times conduct his work so as to ensure the least possible obstruction to traffic and adjacent residents. The safety and the protection of persons and property of the general public and residents along the street, highway and areas adjacent to the work shall be provided for by Contractor.

Contractor shall make good any damage, injury or loss, except such as may be:

- a. directly due to errors in the Contract Documents;
- b. caused by agents or employees of County; or
- c. due to causes beyond Contractor's control and not due to his fault or negligence.

Contractor shall take all necessary precautions for the safety of employees on the work and shall comply with all applicable provisions of federal, state, municipal, county or any other political subdivision's safety laws and building codes to prevent accident or injury to persons on, about or adjacent to the premises where the work is being performed. He shall erect and properly maintain at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall take all other action necessary to assure the safe passage of pedestrians and automobiles.

17. CHANGES AND ADDITIONAL WORK.

County may order changes within the scope of the work without invalidating this Contract. Such changes shall not require work beyond the geographical limits of the original Project unless the Contract is modified. An increase or decrease in the unit cost or completion time requires an equitable adjustment and a change order shall be authorized by the Project Administrator. All change orders will be in writing and duly executed.

No deviations from the Construction Plans and/or Specifications will be permitted except those specifically authorized by a written change order issued and signed by the Project Administrator. Any completely executed change order shall be considered authorization to proceed with the additional work. If Contractor proceeds without this authorization, he shall forfeit any claim for additional compensation for the work so performed.

If County deems it expedient to correct damaged work or work not performed in accordance with this Contract, an equitable deduction from the contract price may be authorized by change order.

18. PARTIAL ACCEPTANCE.

During the prosecution of the Project, Contractor may substantially complete a unit or portion of the Project. Contractor may request County's Project Administrator to make a final inspection of that portion of the Project. If the Project Administrator finds, upon inspection, that the work has been satisfactorily completed in compliance with the Contract Documents, he shall accept the work as being completed and Contractor shall be relieved of further responsibility for that work. Such partial acceptance shall in no way void or alter any terms of this Contract.

19. FINAL INSPECTION, ACCEPTANCE AND SETTLEMENT.

When the work is complete and ready for final inspection, Contractor shall file a written notice with the Project Administrator that the work, in the opinion of Contractor, is complete under the terms of this Contract.

Within ten (10) days after Contractor files written notice that the work is complete, the Project Administrator and Contractor shall make a "final inspection" of the Project to determine whether the work has been completed in accordance with the Contract Documents. A final list shall be made by the Project Administrator in sufficient detail to fully outline to Contractor:

- a. Work to be completed, if any;
- b. Work not in compliance with the Construction Plans or Specifications, if any; and
- c. Unsatisfactory work for any reason, if any.

Four (4) copies of the list will be counter-signed by the Project Administrator and will then be transmitted to Contractor (two copies) and County (two copies).

County shall not authorize final payment until all items on the list have been completed, a certificate of completion issued, and the notice of final payment as required by C.R.S. § 38-26-107 has been published and all applicable time periods under C.R.S. § 38-26-107 have expired.

Before County is required to advertise, Contractor shall deliver to County all guarantees and warranties, all statements to support Colorado sales and use tax refunds, if applicable, one (1) set of as-built drawings showing all job changes, and demonstrate to the operating personnel of County the proper operation and maintenance of all equipment which is a part of the Project.

Upon completion of the foregoing, the Project shall be advertised by a notice of Contractor's settlement by two (2) publications of the notice, the last publication appearing at least ten (10) days prior to the time of final settlement. On the date of final settlement thus advertised, and after Contractor has submitted a written notice to County that no claims have been filed, payment and settlement shall be made as provided in C.R.S. § 38-26-107.

If any unpaid claim for labor, materials, supplies, equipment or damages to third parties filed before payment in full of all sums due Contractor, County shall withhold from Contractor sufficient funds to insure the payment of such claim until the same shall have been paid or withdrawn, such payment or withdrawal evidenced by filing a receipt in full or an order for withdrawal signed by the claimant or his duly-authorized agent or assignee.

20. CANCELLATION OF CONTRACT.

Failure of Contractor to comply with any of the requirements of this Contract and the Specifications may be considered as evidence of the inability on the part of Contractor to maintain the quality and service standards deemed necessary and shall be sufficient cause for the cancellation of this Contract and the initiating of legal action against the Performance Bond of Contractor.

21. ATTORNEY FEES.

In the event either party to this Contract brings suit to enforce or interpret any portion of this Contract, the party substantially prevailing in such action shall be entitled to recover all costs incurred in such action, including without limitation reasonable attorney's fees.

22. INTEGRATION; VENUE AND JURISDICTION.

This Contract shall be binding on and inure to the benefit of the parties hereto, their respective successors and assigns, and shall not be deemed to be for the benefit of or enforceable by any third party. This Contract constitutes the entire agreement between the parties concerning the work described in the Scope of Work and may not be amended except by a written document executed by both parties hereto. This Contract shall be governed by and construed in accordance with the internal laws of the State of Colorado without reference to choice of laws rules. The parties hereby agree that venue and jurisdiction for all actions taken with respect to this Contract shall be in the United States District Court for the District of Colorado or in the Fourteenth Judicial District of the State of Colorado.

23. GOVERNMENTAL IMMUNITY

Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the County, its officials, employees, contractors, or agents, or any other person acting on behalf of the County and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10 of the Colorado Revised Statutes. Furthermore, the terms of this Agreement shall not create any rights or benefits to any non-party.

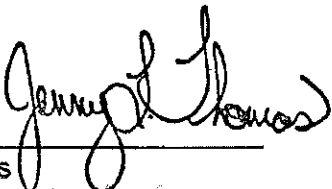
24. Any terms and conditions in Contractor's Bid Proposal are not part of this Contract or Contract Documents unless specifically included herein.

25. Vendor acknowledges that, pursuant to the Americans with Disabilities Act ("ADA"), as amended (42 U.S.C. Sec. 1201 *et seq.*), programs, services and other activities provided by a public entity to the public, whether directly or through a vendor, must be accessible to the disabled public. Vendor shall provide the services specified in this Agreement in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation at all times and at no additional cost to County, including but not limited to the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 *et seq.*; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C § 701 *et seq.*; and the Colorado Anti-Discrimination Act, C.R.S. 24-34-401 *et seq.*, as amended. Such compliance may include, but not be limited to supporting assistive software or devices such as large print interfaces, text-to-speech output, voice activated input, refreshable braille displays, and alternative keyboard or pointer interfaces, in a manner that, at minimum, is consistent with version 2.1 of the Web Content Accessibility Guidelines (<https://www.w3.org/TR/WCAG21/#background-on-wcag-2>) or its successor standard as updated and adopted by any regulatory entity of competent jurisdiction. Vendor shall ensure that product maintenance and upgrades are implemented in a manner that does not compromise product accessibility at any time.

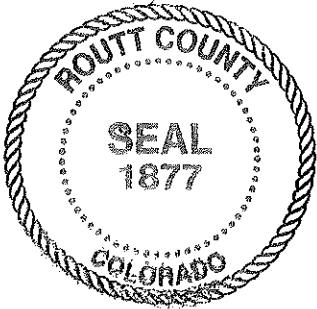
23. GOVERNMENTAL IMMUNITY

Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the County, its officials, employees, contractors, or agents, or any other person acting on behalf of the County and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10 of the Colorado Revised Statutes. Furthermore, the terms of this Agreement shall not create any rights or benefits to any non-party.


ATTEST:




Jenny Thomas
Routt County Clerk
by Sarah Hogobuch
Deputy



Routt County, Colorado

By: 

Sonja Macys, Chair
Board of County Commissioners

By: 

Ideal Fencing Corp, LLC
Title: Director of Operations

NOTICE TO PROCEED

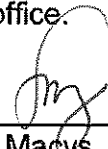
To: Ideal Fencing Corp, LLC
5795 Ideal Drive
Erie, Colorado 80516

Date: October 21, 2025

You are hereby authorized to proceed on October 21, 2025 with the Guardrails 2025 in accordance with the Contract Documents and your proposal. The work shall begin no later than ten (10) days after the date of this Notice.

County's Project Administrator for this project is Tony Brown. All change orders, payment requests, communications, etc. should go through his office.

By



Sonja Macys, Chair
Board of County Commissioners



Equitable Sharing Agreement and Certification



NCIC/ORI/Tracking Number: CO0540000
Agency Name: Routt County Sheriff's Office
Mailing Address: 2025 Shield Dr.
 Steamboat Springs, CO 80487

Type: Sheriff's Office

Agency Finance Contact

Name: Scherar, Doug
Phone: 9708705501
Email: dscherar@co.routt.co.us

Jurisdiction Finance Contact

Name: Strnad, Daniel
Phone: 9708705313
Email: dstriad@co.routt.co.us

ESAC Preparer

Name: McDowell, Stacey
Phone: 9708705338
Email: smcdowell@co.routt.co.us

FY End Date: 12/31/2025

Agency FY 2026 Budget: \$10,781,119.00

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance	\$22,011.81	\$14,219.13
2	Equitable Sharing Funds Received	\$0.00	\$0.00
3	Other Income	\$0.00	\$0.00
4	Interest Income	\$0.00	\$0.00
5	Total Equitable Sharing Funds Received (total of lines 2-4)	\$0.00	\$0.00
6	Equitable Sharing Funds Spent (total of lines a - n)	\$0.00	\$0.00
7	Ending Equitable Sharing Funds Balance <small>(difference between line 6 and the sum of lines 1 and 5)</small>	\$22,011.81	\$14,219.13

¹Department of Justice Asset Forfeiture Program Investigative Agency participants are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA

²Department of the Treasury Asset Forfeiture Program participants are: IRS-CI, ICE, CBP and USSS.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Law Enforcement Administrative Costs	\$0.00	\$0.00
b	Training and Education	\$0.00	\$0.00
c	Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d	Law Enforcement Equipment	\$0.00	\$0.00
e	Joint Law Enforcement and Public Safety Operations	\$0.00	\$0.00
f	Contracts for Services	\$0.00	\$0.00
g	Law Enforcement Travel and Per Diem	\$0.00	\$0.00
h	Law Enforcement Awards and Memorials	\$0.00	\$0.00
i	Drug, Gang, and Other Prevention or Awareness Programs	\$0.00	\$0.00
j	Overtime	\$0.00	\$0.00
k	Law Enforcement Initiatives that Further Investigations	\$0.00	\$0.00
l	Salaries	\$0.00	\$0.00
m	Non-Categorized Expenditures	\$0.00	\$0.00
	Total	\$0.00	\$0.00

Other Income

Other Income Type	Justice Funds	Treasury Funds

Salaries

Salary Type	Justice Funds	Treasury Funds

Non-Categorized Expenditures

Description	Justice Funds	Treasury Funds

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Money Laundering and Asset Recovery Section at 1400 New York Avenue, N.W., Washington, DC 20005.

Privacy Act Notice

The Department of Justice is collecting this information for the purpose of reviewing your equitable sharing expenditures. Providing this information is voluntary; however, the information is necessary for your agency to maintain Program compliance. Information collected is covered by Department of Justice System of Records Notice, 71 Fed. Reg. 29170 (May 19, 2006), JMD-022 Department of Justice Consolidated Asset Tracking System (CATS). This information may be disclosed to contractors when necessary to accomplish an agency function, to law enforcement when there is a violation or potential violation of law, or in accordance with other published routine uses. For a complete list of routine uses, see the System of Records Notice as amended by subsequent publications.

Single Audit Information**Independent Auditor**

Name: Jenkins, Michael

Company: McMahan and Associates, LLC

Phone: 970-845-8800

Email: michael.jenkins@mcmahancpa.com

Were equitable sharing expenditures included on the Schedule of Expenditures of Federal Awards (SEFA) for the jurisdiction's Single Audit for the prior fiscal year? If the jurisdiction did not meet the threshold to have a Single Audit performed, select Threshold Not Met.

YES NO THRESHOLD NOT MET

Prior Year Single Audit Number Assigned by Federal Audit Clearinghouse: 2024-12-GSAFAC-0000377809

Affidavit

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations under the *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies (Guide)* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. The undersigned officials certify that the information submitted on the Equitable Sharing Agreement and Certification form (ESAC) is an accurate accounting of funds received and spent by the Agency.

The undersigned certify that the Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations. Further, agencies are required to collect race and ethnicity data as required by 28 C.F.R. 42.106(b) and 31 C.F.R. 22.6(b).

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the Agency, and (3) the Agency's governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited funds, property, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submitting this form, the Agency agrees that it will be bound by the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. Submission of the ESAC is a prerequisite to receiving any funds or property through the Equitable Sharing Program.

1. Submission. The ESAC must be signed and electronically submitted within two months of the end of the Agency's fiscal year. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

2. Signatories. The ESAC must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be an official or employee of the Agency and must be from a separate entity.

3. Uses. Shared assets must be used for law enforcement purposes in accordance with the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations.

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must obtain written approval from the Department of Justice or Department of the Treasury. Transfers of tangible property are not permitted. Agencies that transfer or receive equitable sharing funds must perform sub-recipient monitoring in accordance with the Code of Federal Regulations.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury, funds from state and local forfeitures, joint law enforcement operations funds, and any other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that equitable sharing funds are maintained by its jurisdiction and the funds are administered in the same manner as the jurisdiction's appropriated or general funds. The Agency further certifies that the funds are subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the *Guide*, any subsequent updates, and the Code of Federal Regulations, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of equitably shared funds or assets or supplantation of existing resources with shared funds or assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending equitably shared funds. Failure to comply with any provision of the *Guide*, any subsequent updates, and the Code of Federal Regulations may subject the Agency to sanctions.

6. Single Audit Report and Other Reviews. Audits shall be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Routt County Public Health

PRESENTATION DATE: 03/03/2026

AGENDA TITLE: Emergency Preparedness & Response Intergovernmental Agreement

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

Request for the Chair's signature for Emergency Preparedness & Response Intergovernmental Agreement.

RECOMMENDED ACTION (Full Motion Language):

Move to approve and authorize the chair to sign the Emergency Preparedness & Response Inter Governmental Agreement with Eagle County, Colorado

ALTERNATIVES: N/A

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): N/A
- CURRENT BUDGETED AMOUNT: \$35,000.00
- PROPOSED EXPENDITURE: \$35,000.00
- FUNDING SOURCE: Emergency Preparedness & Response Grant
- SUPPLEMENTAL BUDGET NEEDED: N/A

LEGAL ISSUES: N/A

CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

LIST OF ATTACHMENTS:

1. Intergovernmental Agreement Eagle/ Routt Combined,
2. Exhibit 1 Statement of Work Eagle/ Routt
Public Health Inter Governmental Agreement Final 2
3. Eagle County Public Health & Environment Public Health Emergency Preparedness

Coordinator Job Description,
4. Emergency Preparedness & Response Coordinator Eagle/ Routt Final 2, Final 2

DEPARTMENT HEAD INITIALS: RS

DATE: 02/23/2026

INTERGOVERNMENTAL AGREEMENT FOR THE SHARING OF EMERGENCY PREPAREDNESS AND RESPONSE SERVICES

This Intergovernmental Agreement for the Sharing of Emergency Preparedness and Response Services (the “Agreement”) effective as of _____, 2026, is between Eagle County, Colorado, a body corporate and politic (“Eagle County”), acting by and through its Board of County Commissioners and Routt County, Colorado a body corporate and politic (“Routt County”), acting by and through its Board of County Commissioners; the aforementioned may sometimes be referred to generically and individually as a “Party” or collectively as the “Parties.”

Recitals

- A. Routt County maintains and oversees the Routt County Public Health Department (RCPH). Eagle County maintains and oversees the Eagle County Department of Public Health and Environment (ECPHE).
- B. RCPH seeks to engage ECPHE to provide technical assistance, coordination, and documentation support to fulfill requirements outlined in the Colorado Department of Public Health (CDPHE) Public Health Emergency Preparedness (PHEP) and Emergency Preparedness and Response (EPR) deliverables for contract year 2025-26, which began on July 1, 2025 and concludes on June 30, 2026, with the potential for additional one-year extensions.
- C. ECPHE will act as a contractor to support planning, exercises, reporting, and data entry activities to ensure RCPH meets all federal and state preparedness expectations. Collectively, the contracted services will be known herein as “the Services.”
- D. ECPHE employs a qualified Emergency Preparedness and Response Coordinator (the “Coordinator”) who serves as a subject matter expert for ECPHE. RCPH requests ECPHE allow the Coordinator to provide RCPH with the Services. ECPHE intends to agree through this Agreement to allow the Coordinator to provide the Services to RCPH. The job duties and responsibilities of the Coordinator are outlined in **Exhibit 2**, attached hereto and incorporated herein.
- E. RCPH will reimburse ECPHE according to an agreed-upon cost schedule for staff time, travel, and materials, consistent with allowable expenses under the PHEP/EPR program and Routt County contracting policies.
- F. In accordance with C.R.S. § 29-1-203, political subdivisions may cooperate or contract with one another to provide any function, service or facility lawfully authorized to each of the corporations or contracting entities.
- G. Eagle County and Routt County intend to set forth in this Agreement the terms and conditions under which ECPHE will provide the Services to RCPH.

Terms and Conditions

Section 1. During the term of this Agreement, and subject to the other terms and conditions of this Agreement, ECPHE shall provide to RCPH the Services, as outlined in **Exhibit 1** and may provide additional services not described therein at the request of RCPH; said Exhibit 1 is attached hereto and incorporated herein.

Section 2. Unless earlier terminated under other provisions of this Agreement, the term (the “Term”) of this Agreement shall be **January 1, 2026 to June 30, 2026**. Subject to available grant funding, the term of this Agreement shall automatically extend for additional one-year terms until such time that the parties amend or terminate this Agreement. Either Party to this Agreement may terminate this Agreement at any time and without cause upon sixty (60) days written notice to the other Party. If notice is so given, this Agreement shall terminate on the expiration of the specified time period, and the liability of the Parties hereunder for further performance of the terms of this Agreement shall thereupon cease, but the Parties shall not be released from the duty to perform their obligations up to the date of termination.

Section 3. Routt County will reimburse ECPHE for staff time, travel, and materials, consistent with allowable expenses under the Colorado Department of Public Health and Environment’s PHEP/EPR program and Routt County contracting policies. The payment terms described in this section may be amended from time to time as the Parties deem necessary. Any disputes as to payments set forth herein shall be resolved by each Party’s respective financial departments. Unresolved disputes shall be submitted to each Party’s respective governing body for resolution.

ECPHE will be reimbursed for staff time, travel, and materials, consistent with allowable expenses under CDPHE’s PHEP/EPR grant program and Routt County contracting policies. ECPHE will submit monthly invoices to RCPH outlining time, travel time, and other material costs. Reimbursement to ECPHE for staff time, travel, and materials will not exceed RCPH’s annual PHEP and EPR grant funding.

In no event will reimbursement to ECPHE by RCPH exceed the annual grant funding from CDPHE to RCPH of **\$35,000**.

Section 4. All ECPHE staff, including the Coordinator, who provide or assist with providing the Services to RCPH, shall remain subject to the policies of Eagle County and shall, at all times, be considered employees of Eagle County.

Section 5. It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Eagle County and Routt County, and nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other person on this Agreement. It is the express intention of Eagle County and Routt County that any entity or person, other than Eagle County or

Routt County receiving services or benefits under this Agreement, shall be deemed an incidental beneficiary only.

Section 6. Notice to Routt County as provided herein, shall be made in writing, and sent by electronic mail, to the following address:

Routt County Public Health
Roberta Smith, MSPH, PN, CIC, CIH
Director of Public Health
rsmith@co.routt.co.us

Notice to Eagle County as provided herein, shall be made in writing, and sent by electronic mail to the following address:

Eagle County Public Health & Environment
Rebecca Larson
Epidemiologist/Deputy Director
rebecca.larson@eaglecounty.us

Section 7. This Agreement shall be governed by the internal laws of the State of Colorado without regard to its choice of law rules. Venue and jurisdiction for all actions filed with respect to this Agreement, including without limitation actions for breach of it or for interpretation of it, shall be in the Fourteenth Judicial District of the State of Colorado.

Section 8. This Agreement constitutes the entire agreement between the Parties concerning the provision of the Services by ECPHE to RCPH and may not be amended except by a written document executed by both Parties hereto.

Section 9. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and which together shall constitute a single instrument.

Section 10. Any provision of this Agreement which is determined to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provision hereof, and remaining provisions shall remain in full force and effect.

Section 11. To the extent permitted by law, each Party shall hold harmless the other, including its agents, officers, servants, and employees of and from any loss, costs, damage, injury, liability, claims, liens, demands, action and causes of action whatsoever, including attorney fees, arising out of or related to its acts or omissions. Each Party shall provide its own public liability, property damage, and errors and omissions insurance coverage to meet minimum liability requirements under the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1 of the Colorado Revised Statutes (“CGIA”). Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the Parties, their officials, employees, contractors, or agents, or any other person acting on behalf of the Parties and, in particular, governmental immunity afforded or available pursuant to the CGIA.

BOARD OF COUNTY COMMISSIONERS
OF ROUTT COUNTY, COLORADO

By: _____
Tim Redmond, Chair

ATTEST

Jenny L. Thomas
Routt County Clerk & Recorder

BOARD OF COUNTY COMMISSIONERS
OF EAGLE COUNTY, COLORADO

By: _____
Tom Boyd, Chair

ATTEST

Becky Close
Eagle County Clerk & Recorder

INTERGOVERNMENTAL AGREEMENT FOR THE SHARING OF EMERGENCY PREPAREDNESS AND RESPONSE SERVICES

This Intergovernmental Agreement for the Sharing of Emergency Preparedness and Response Services (the “Agreement”) effective as of _____, 2026, is between Eagle County, Colorado, a body corporate and politic (“Eagle County”), acting by and through its Board of County Commissioners and Routt County, Colorado a body corporate and politic (“Routt County”), acting by and through its Board of County Commissioners; the aforementioned may sometimes be referred to generically and individually as a “Party” or collectively as the “Parties.”

Recitals

- A. Routt County maintains and oversees the Routt County Public Health Department (RCPH). Eagle County maintains and oversees the Eagle County Department of Public Health and Environment (ECPHE).
- B. RCPH seeks to engage ECPHE to provide technical assistance, coordination, and documentation support to fulfill requirements outlined in the Colorado Department of Public Health (CDPHE) Public Health Emergency Preparedness (PHEP) and Emergency Preparedness and Response (EPR) deliverables for contract year 2025-26, which began on July 1, 2025 and concludes on June 30, 2026, with the potential for additional one-year extensions.
- C. ECPHE will act as a contractor to support planning, exercises, reporting, and data entry activities to ensure RCPH meets all federal and state preparedness expectations. Collectively, the contracted services will be known herein as “the Services.”
- D. ECPHE employs a qualified Emergency Preparedness and Response Coordinator (the “Coordinator”) who serves as a subject matter expert for ECPHE. RCPH requests ECPHE allow the Coordinator to provide RCPH with the Services. ECPHE intends to agree through this Agreement to allow the Coordinator to provide the Services to RCPH. The job duties and responsibilities of the Coordinator are outlined in **Exhibit 2**, attached hereto and incorporated herein.
- E. RCPH will reimburse ECPHE according to an agreed-upon cost schedule for staff time, travel, and materials, consistent with allowable expenses under the PHEP/EPR program and Routt County contracting policies.
- F. In accordance with C.R.S. § 29-1-203, political subdivisions may cooperate or contract with one another to provide any function, service or facility lawfully authorized to each of the corporations or contracting entities.
- G. Eagle County and Routt County intend to set forth in this Agreement the terms and conditions under which ECPHE will provide the Services to RCPH.

Terms and Conditions

Section 1. During the term of this Agreement, and subject to the other terms and conditions of this Agreement, ECPHE shall provide to RCPH the Services, as outlined in Exhibit 1 and may provide additional services not described therein at the request of RCPH; said Exhibit 1 is attached hereto and incorporated herein.

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In no event will reimbursement to ECPHE by RCPH exceed the annual grant funding from CDPHE to RCPH of **\$35,000**.

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Roberta Smith, MSPH, PN, CIC, CIH
Director of Public Health
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Eagle County Public Health & Environment
Rebecca Larson
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Section 11. To the extent permitted by law, each Party shall hold harmless the other, including its agents, officers, servants, and employees of and from any loss, costs, damage, injury, liability, claims, liens, demands, action and causes of action whatsoever, including attorney fees, arising out of or related to its acts or omissions. Each Party shall provide its own public liability, property damage, and errors and omissions insurance coverage to meet minimum liability requirements under the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1 of the Colorado Revised Statutes (“CGIA”). Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the Parties, their officials, employees, contractors, or agents, or any other person acting on behalf of the Parties and, in particular, governmental immunity afforded or available pursuant to the CGIA.

BOARD OF COUNTY COMMISSIONERS
OF ROUTT COUNTY, COLORADO

By: _____
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ATTEST

Jenny L. Thomas
Routt County Clerk & Recorder

BOARD OF COUNTY COMMISSIONERS
OF EAGLE COUNTY, COLORADO

By: _____
Tom Boyd, Chair

ATTEST

Becky Close
Eagle County Clerk & Recorder

Exhibit 1

Statement of Work (SOW)

Between: Routt County Public Health (RCPH)

And: Eagle County Public Health (ECPHE)

Subject: Assistance with PHEP and EPR Deliverables

1. Purpose and Scope

Routt County Public Health (RCPH) is engaging Eagle County Public Health (ECPHE) to provide technical assistance, coordination, and documentation support to fulfill requirements outlined in the Colorado Department of Public Health and Environment's (CDPHE) Public Health Emergency Preparedness (PHEP) and Emergency Preparedness and Response (EPR) deliverables for contract year 2025-26.

ECPHE will act as a contractor to support planning, exercises, reporting, and data entry activities to ensure RCPH meets all federal and state preparedness program expectations.

2. Roles and Responsibilities

Routt County Public Health (RCPH)

- Serve as the lead agency and primary point of contact with CDPHE-OEPR.
- Provide Eagle County with access to required documentation, templates, and systems (e.g., CO-SHARE).
- Review and approve all deliverables submitted by ECPHE before submission to CDPHE.
- Facilitate coordination with Routt County stakeholders and emergency management partners.

Eagle County Public Health (ECPHE)

- Complete assigned PHEP/EPR deliverables on behalf of RCPH as detailed in Section 3.
 - Coordinate with CDPHE-OEPR and RCPH staff as needed for data collection and exercise participation.
 - Maintain documentation of all activities, communications, and submissions.
 - Provide quarterly progress updates to RCPH.
 - Join monthly meetings between RCPH and CDPHE OEPR and Field Epi staff (1st Tuesday of each month @9:00 via Google Meets)
-

3. Deliverables and Tasks

ECPHE shall complete or assist with the following activities:

1. Contact List Maintenance

- Update the Local Public Health Agency (LPHA) Contact List in CO-SHARE at least twice annually or when personnel/contact changes occur.

Exhibit 1

- Verify accuracy of all emergency and fiscal contact fields.
 - 2. **Exercise Completion**
 - Conduct or participate in a jurisdictional risk/public health impact exercise.
 - Submit After-Action Reports (AARs) and Improvement Plans (IPs) within CDPHE deadlines.
 - Participate in CDPHE's State Capstone Exercise and document jurisdictional outcomes.
 - 3. **Community Partnerships and Engagement**
 - Assist RCPH to strengthen partnerships with community organizations that serve disproportionately impacted groups.
 - Submit a report summarizing partnership outcomes and identified gaps.
 - 4. **After-Action Reporting**
 - Complete After-Action Reports following exercises or real-world responses.
 - Incorporate improvement items into the Multi-Year Integrated Preparedness Plan (MYIPP).
 - 5. **Recovery Planning**
 - Complete and submit a jurisdictional Recovery Plan using the CDPHE-provided template.
 - 6. **Notification Systems Maintenance**
 - Maintain updated emergency notification lists and conduct quarterly tests of notification systems.
 - Document results and corrective actions.
 - 7. **Volunteer Management Program Documentation**
 - Maintain an updated volunteer management plan and documentation within CO-SHARE.
 - Ensure MRC or local volunteer rosters are current.
 - 8. **Healthcare Coalition Coordination**
 - Collaborate with the regional Healthcare Coalition (HCC) on ESF #8 planning and preparedness activities.
 - Submit documentation of coalition engagement and participation.
 - 9. **Quarterly Reporting**
 - Provide documentation to RCPH for quarterly readiness reviews and program status reports.
-

4. Reporting and Documentation

- All deliverables will be submitted through CO-SHARE or as directed by RCPH.
- ECPHE shall maintain copies of all work products and correspondence for recordkeeping.
- Progress reports will be submitted quarterly and include task status, challenges, and next steps.

Exhibit 1

5. Evaluation and Acceptance

RCPH will review all deliverables for completeness, accuracy, and alignment with CDPHE guidance. Deliverables meeting expectations will be approved in writing. Corrections or additional work may be requested as needed.

6. Points of Contact

Routt County Public Health:

Roberta Smith, MSPH, RN, CIC, CIH
Director of Public Health
rsmith@co.routt.co.us

Eagle County Public Health:

Rebecca Larson
Epidemiologist/Deputy Director
Rebecca.larson@eaglecounty.us

**Eagle County Government
Job Description**



Job Title: (Salary Structure)	Public Health Emergency Preparedness Coordinator	Approximate Budget:	0
Working Title: (Business Card Title)	PHEP Coordinator	Working Relationships:	ECPHE, Public Safety Partners, Health/Medical/BH providers, CDPHE/OEPR
Department/ Elected Office:	Public Health & Environment	FLSA Status: (Exempt/Non-Exempt)	Exempt
Reports To (Job Title):	DPC Nurse Supervisor	Salary Grade:	P2
Number of Direct Reports:	0	Date Created/Revised:	04/14/2023
Number of Indirect Reports:	0		

Job Summary:

The Emergency Preparedness and Response (EPR) Coordinator is an emergency preparedness position that serves as a subject matter expert for Eagle County Department of Public Health and Environment (ECPHE). This position collaborates with other regional staff, public health agency staff, and other public health partners in researching, developing, communicating, coordinating, and executing emergency preparedness and response efforts and strategies to provide meaningful, useful, and timely information and resources to improve quality of life in Eagle County.

This individual needs to work with an internal team and external partners as a preparedness and response professional. This position will lead planning, training, exercise, and technical support functions for coordination and implementation of strategies related to public health emergency preparedness and response. They will initiate and implement program activities serving ECPHE and partners. This position’s success will require them to establish and build effective working relationships with a range of community and regional partners, and community members, to support the health and medical response needs in local, regional, and state level disasters.

Major Accountabilities/Essential Functions:

Develop/Maintain and Support ECPHE’s Capacity for Responding to Emergencies - 70%

- Act as a liaison to a variety of Emergency Preparedness and Response agencies in Eagle County

through the development of collaborative partnerships as part of Emergency Preparedness and Response activities.

- Develop, participate and/or attend state, local and regional Emergency Preparedness and Response coalitions/committees (as assigned), conferences, trainings and exercises.
- Work both independently, and in a team environment, to ensure timely and accurate completion and submission of the Colorado Department of Public Health and Environment's Office of Emergency Preparedness and Response (CDPHE-OEPR) work plan activities, sub-activities and deliverables in fulfillment of the County's contractual obligations under the Core Public Health Emergency Preparedness (PHEP) Grant.
- Complete basic and advanced Emergency Preparedness and Response training and certification when available, including position specific National Incident Management System and Incident Command System training.
- Evaluate, maintain and update the Local Public Health Emergency Preparedness and Response Plans to align with lessons learned or best practices.
- Coordinate with local, regional, state and federal partners to plan, conduct, and review and evaluate Public Health Emergency Preparedness and Response exercises, and subsequently create after-action reports and improvement plans to improve future response actions.
- Develop strategies, materials and messages to educate the public about public health emergency preparedness and response.
- Responsible for onboarding and on-going EPR training for the Public Health Department

Engages the Community and Influences Policy and System Changes - 25%

- Lead local public health response activities, including supporting the Department Operations Center or Emergency Operation Center, as appropriate.
- Develops and fosters strategic partnerships to support system and policy level changes that impact community health outcomes before, during, and after emergency response
- Represents Eagle County or LPHAs in the Northwest Region (as requested) on local and state committees and workgroups
- Assesses the impact of policies, laws, and regulations on initiatives and translates to strategic changes, response capabilities, and public health at a local, regional, or state level
- Recommends, justifies, and supports the implementation of policy changes to community partners and decision makers
- Provide logistics support and general technical assistance for training and outreach activities, workshops, outbreak response, or other emergency responses, public health initiatives, etc.
- Assist with and coordinate disease surveillance, response and reporting as needed or requested, including maintaining a basic working knowledge of the disease prevention principles, data, and surveillance programs and ensures staff are using the system effectively

Fosters Teamwork and Promotes a Learning Environment - 100%

- Commits to and encourages lifelong learning and professional development
- Communicates with transparency, openness and trust
- Fosters an environment of teamwork, creative thinking and innovation and maximizes the contributions of team members in accomplishing goals
- Supports and holds team members accountable
- Promotes and uses a health equity lens in all work and strategic decision making
- Models Eagle County values and operating agreement behaviors of passion, respect, integrity, courage and engagement
- Observes safety and security procedures, uses equipment and materials safely and reports potentially unsafe conditions

- Serves the community by demonstrating Eagle County Government mission and core values and following relevant policies and procedures.
- Other duties as assigned

Emergency Support Functions:

Emergency Support Function Lead

Serves as the primary Emergency Support Function 8 Lead (Public Health and Medical) during an emergency as well as during planning and preparedness activities. Provides subject matter information and support to the Emergency Operations Center Manager during an emergency as well as during planning and preparedness activities. Works various shifts within their designated Emergency Support Function during an emergency and participates in training and preparedness activities as directed by the Emergency Manager. This position will be required to work non-traditional hours and weekends during an emergency response.

Continuity

Under the direction of the Emergency Manager or Director of Public Health, ensures their program has a plan to ensure the continuity of their department's essential functions in the event that they no longer have access to systems, personnel, or facilities/resources.

Emergency Operations Center (EOC) Support

May serve in an EOC Operations Center support role during an emergency. Works various shifts to support the EOC and Emergency Support Function 8 during an emergency. Participates in training and preparedness activities as directed by the Public Health Emergency Preparedness & Response Coordinator.

Education, Experience, Licensure, Certification, or Registration:

- **Minimum Education** - Bachelor's Degree from an accredited college or university in Public Health, Emergency Preparedness, Nursing or a related field preferred
- **Preferred Education** - Master's Degree from an accredited college or university in Public Health, Emergency Preparedness, Nursing or a related field preferred
- **Minimum Experience** - Three years of experience with collaborations, coordination of activities across partners and/or communications; Or any combination of education and experience which produces the knowledge, skills and abilities for this position.
 - Ability to travel between offices and surrounding Counties
 - Ability to respond to emergencies and/or natural disasters
- **Preferred Experience** - In Emergency Preparedness & Response, Emergency Management or the Public Health field.

Knowledge, Skills and Abilities:

- Includes partners in planning, decision-making, facilitating and process improvement
- Demonstrated leadership
- Ability to lead strategic projects with proven results
- Speaks clearly and persuasively in positive or negative situations
- Strong ability to facilitate and lead meetings
- Open to new ideas and innovative
- Writes clearly and informatively
- Builds commitment and overcomes resistance
- Provides recognition for results
- Maintains confidentiality
- Shows respect and sensitivity for cultural differences
- Adapts to changes

- Proficient in the use of computer technology: including Microsoft and Google applications

Working Conditions/Physical Requirements:

This job is performed in a typical office environment setting and/or in an Emergency Operations Center or in the field during emergency response or a disaster situation.

Fill in the box next to the Activity/Condition with one of the following:

[Definitions of the physical demands can be found [here](#)]

N = None at all; **O** = Occasional (1-33% of time); **F**=Frequent (34-66% of time); **C**=Continuous (67-100% of time)

Physical Activity		Physical Activity		Physical Activity	
Heavy Lifting (45+ lbs)	N	Reaching Above Shoulder	O	Bending	O
Moderate Lifting (15-44 lbs)	O	Use of Stairs	O	Climbing (use of arms & legs)	O
Light Lifting (under 15lbs)	O	Sitting	F	Fine Hand Manipulation	F
Pulling	O	Standing	O	Using Both Hands	F
Pushing	O	Kneeling	O	Using Both Legs	O
Working on Ladders/Scaffolding	N	Working with Hands in Water	N	Walking	O
Driving a Vehicle	O	Working with Hazardous Waste	N	Working Alone	F
Heavy Carrying (45+ lbs)	N	Moderate Carrying (15-44 lbs)	O	Light Carrying (under 15lbs)	O
Working Closely with Others (cramped)	N	Working Around Machinery with Moving Parts	N	Working Around Moving Vehicles	O
Talk	O	Taste	N	Vision (Near, Far, Peripheral)	F
Hear	O	Smell	N		

Working Conditions		Working Conditions		Working Conditions	
Outside/Inside/Both	O	Dust	O	Radiant Energy	N
Constant Noise	N	Solvents (Degreasing Agents)	N	Electrical Energy	N
Constant Interruptions	O	Grease and Oils	N	Slippery Walking Surfaces	O
Vibrations	N	Other	O		

Equal Employment Opportunity:

Eagle County is proud to be an Equal Opportunity Employer. Working in a diverse, respectful and inclusive environment is essential for our employees to be successful in serving our community. We do not discriminate with regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, genetics, national origin, disability, veteran status or any other legally protected status. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this position.

This job description is not intended to be a comprehensive list of activities, duties or responsibilities for this job. The duties, expectations and actions listed for this role may change at any time with or without notice.

Exhibit 1

Statement of Work (SOW)

Between: Routt County Public Health (RCPH)

And: Eagle County Public Health (ECPHE)

Subject: Assistance with PHEP and EPR Deliverables

1. Purpose and Scope

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ECPHE will act as a contractor to support planning, exercises, reporting, and data entry activities to ensure RCPH meets all federal and state preparedness program expectations.

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Routt County Public Health (RCPH)

- Serve as the lead agency and primary point of contact with CDPHE-OEPR.
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- Review and approve all deliverables submitted by ECPHE before submission to CDPHE.
- Facilitate coordination with Routt County stakeholders and emergency management partners.

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 - Coordinate with CDPHE-OEPR and RCPH staff as needed for data collection and exercise participation.
 - Maintain documentation of all activities, communications, and submissions.
 - Provide quarterly progress updates to RCPH.
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ECPHE shall complete or assist with the following activities:

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 - Ensure MRC or local volunteer rosters are current.
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Eagle County Public Health:

Rebecca Larson
Epidemiologist/Deputy Director
Rebecca.larson@eaglecounty.us

Vendor ACH-EFT/Direct Deposit Authorization Form
Routt County Accounts Payable

1. Please Check One:

NEW Direct Deposit

CHANGE Direct Deposit

CANCEL Direct Deposit

2. Vendor/Payee Information

Name:

Address:

Contact Person's Name (if other than payee):

Telephone Number:

Email Address:

3. Financial Institution Information

Bank Name:

Bank Address:

Name on Bank Account:

Bank Account Number:

Nine-Digit Bank Routing/Transit Number (ABA):

Type of Account:

Checking

Savings

4. Approvals/Authorizations - I certify that the information provided on this form is correct, and I hereby authorize Routt County Accounts Payable to electronically deposit payments to the bank account designated above. It is my responsibility to notify Routt County Accounts Payable (naragon@co.routt.co.us) or (970) 870-5262 immediately if I believe there is a discrepancy between the amount deposited to my bank account and the amount of the invoice(s) paid. I understand that I must notify Routt County Accounts Payable in writing immediately of any changes in status or banking information. I understand that this authorization will remain in full force and effect until Routt County Accounts Payable has received written notification requesting a change or cancellation and has had reasonable opportunity to act on it, which should take no longer than seven (7) to ten (10) business days.

Print Name: _____

Signature: _____

Date: _____

Important Information

Please return completed form via email: naragon@co.routt.co.us or mail to 136 6th Street, Suite 111 Steamboat Springs, CO 80487

**Eagle County Government
Job Description**



Job Title: (Salary Structure)	Public Health Emergency Preparedness Coordinator	Approximate Budget:	0
Working Title: (Business Card Title)	PHEP Coordinator	Working Relationships:	ECPHE, Public Safety Partners, Health/Medical/BH providers, CDPHE/OEPR
Department/ Elected Office:	Public Health & Environment	FLSA Status: (Exempt/Non-Exempt)	Exempt
Reports To (Job Title):	DPC Nurse Supervisor	Salary Grade:	P2
Number of Direct Reports:	0	Date Created/Revised:	04/14/2023
Number of Indirect Reports:	0		

Job Summary:

The Emergency Preparedness and Response (EPR) Coordinator is an emergency preparedness position that serves as a subject matter expert for Eagle County Department of Public Health and Environment (ECPHE). This position collaborates with other regional staff, public health agency staff, and other public health partners in researching, developing, communicating, coordinating, and executing emergency preparedness and response efforts and strategies to provide meaningful, useful, and timely information and resources to improve quality of life in Eagle County.

This individual needs to work with an internal team and external partners as a preparedness and response professional. This position will lead planning, training, exercise, and technical support functions for coordination and implementation of strategies related to public health emergency preparedness and response. They will initiate and implement program activities serving ECPHE and partners. This position’s success will require them to establish and build effective working relationships with a range of community and regional partners, and community members, to support the health and medical response needs in local, regional, and state level disasters.

Major Accountabilities/Essential Functions:

Develop/Maintain and Support ECPHE’s Capacity for Responding to Emergencies - 70%

- Act as a liaison to a variety of Emergency Preparedness and Response agencies in Eagle County

through the development of collaborative partnerships as part of Emergency Preparedness and Response activities.

- Develop, participate and/or attend state, local and regional Emergency Preparedness and Response coalitions/committees (as assigned), conferences, trainings and exercises.
- Work both independently, and in a team environment, to ensure timely and accurate completion and submission of the Colorado Department of Public Health and Environment's Office of Emergency Preparedness and Response (CDPHE-OEPR) work plan activities, sub-activities and deliverables in fulfillment of the County's contractual obligations under the Core Public Health Emergency Preparedness (PHEP) Grant.
- Complete basic and advanced Emergency Preparedness and Response training and certification when available, including position specific National Incident Management System and Incident Command System training.
- Evaluate, maintain and update the Local Public Health Emergency Preparedness and Response Plans to align with lessons learned or best practices.
- Coordinate with local, regional, state and federal partners to plan, conduct, and review and evaluate Public Health Emergency Preparedness and Response exercises, and subsequently create after-action reports and improvement plans to improve future response actions.
- Develop strategies, materials and messages to educate the public about public health emergency preparedness and response.
- Responsible for onboarding and on-going EPR training for the Public Health Department

Engages the Community and Influences Policy and System Changes - 25%

- Lead local public health response activities, including supporting the Department Operations Center or Emergency Operation Center, as appropriate.
- Develops and fosters strategic partnerships to support system and policy level changes that impact community health outcomes before, during, and after emergency response
- Represents Eagle County or LPHAs in the Northwest Region (as requested) on local and state committees and workgroups
- Assesses the impact of policies, laws, and regulations on initiatives and translates to strategic changes, response capabilities, and public health at a local, regional, or state level
- Recommends, justifies, and supports the implementation of policy changes to community partners and decision makers
- Provide logistics support and general technical assistance for training and outreach activities, workshops, outbreak response, or other emergency responses, public health initiatives, etc.
- Assist with and coordinate disease surveillance, response and reporting as needed or requested, including maintaining a basic working knowledge of the disease prevention principles, data, and surveillance programs and ensures staff are using the system effectively

Fosters Teamwork and Promotes a Learning Environment - 100%

- Commits to and encourages lifelong learning and professional development
- Communicates with transparency, openness and trust
- Fosters an environment of teamwork, creative thinking and innovation and maximizes the contributions of team members in accomplishing goals
- Supports and holds team members accountable
- Promotes and uses a health equity lens in all work and strategic decision making
- Models Eagle County values and operating agreement behaviors of passion, respect, integrity, courage and engagement
- Observes safety and security procedures, uses equipment and materials safely and reports potentially unsafe conditions

- Serves the community by demonstrating Eagle County Government mission and core values and following relevant policies and procedures.
- Other duties as assigned

Emergency Support Functions:

Emergency Support Function Lead

Serves as the primary Emergency Support Function 8 Lead (Public Health and Medical) during an emergency as well as during planning and preparedness activities. Provides subject matter information and support to the Emergency Operations Center Manager during an emergency as well as during planning and preparedness activities. Works various shifts within their designated Emergency Support Function during an emergency and participates in training and preparedness activities as directed by the Emergency Manager. This position will be required to work non-traditional hours and weekends during an emergency response.

Continuity

Under the direction of the Emergency Manager or Director of Public Health, ensures their program has a plan to ensure the continuity of their department's essential functions in the event that they no longer have access to systems, personnel, or facilities/resources.

Emergency Operations Center (EOC) Support

May serve in an EOC Operations Center support role during an emergency. Works various shifts to support the EOC and Emergency Support Function 8 during an emergency. Participates in training and preparedness activities as directed by the Public Health Emergency Preparedness & Response Coordinator.

Education, Experience, Licensure, Certification, or Registration:

- **Minimum Education** - Bachelor's Degree from an accredited college or university in Public Health, Emergency Preparedness, Nursing or a related field preferred
- **Preferred Education** - Master's Degree from an accredited college or university in Public Health, Emergency Preparedness, Nursing or a related field preferred
- **Minimum Experience** - Three years of experience with collaborations, coordination of activities across partners and/or communications; Or any combination of education and experience which produces the knowledge, skills and abilities for this position.
 - Ability to travel between offices and surrounding Counties
 - Ability to respond to emergencies and/or natural disasters
- **Preferred Experience** - In Emergency Preparedness & Response, Emergency Management or the Public Health field.

Knowledge, Skills and Abilities:

- Includes partners in planning, decision-making, facilitating and process improvement
- Demonstrated leadership
- Ability to lead strategic projects with proven results
- Speaks clearly and persuasively in positive or negative situations
- Strong ability to facilitate and lead meetings
- Open to new ideas and innovative
- Writes clearly and informatively
- Builds commitment and overcomes resistance
- Provides recognition for results
- Maintains confidentiality
- Shows respect and sensitivity for cultural differences
- Adapts to changes

- Proficient in the use of computer technology: including Microsoft and Google applications

Working Conditions/Physical Requirements:

This job is performed in a typical office environment setting and/or in an Emergency Operations Center or in the field during emergency response or a disaster situation.

Fill in the box next to the Activity/Condition with one of the following:

[Definitions of the physical demands can be found [here](#)]

N = None at all; **O** = Occasional (1-33% of time); **F**=Frequent (34-66% of time); **C**=Continuous (67-100% of time)

Physical Activity		Physical Activity		Physical Activity	
Heavy Lifting (45+ lbs)	N	Reaching Above Shoulder	O	Bending	O
Moderate Lifting (15-44 lbs)	O	Use of Stairs	O	Climbing (use of arms & legs)	O
Light Lifting (under 15lbs)	O	Sitting	F	Fine Hand Manipulation	F
Pulling	O	Standing	O	Using Both Hands	F
Pushing	O	Kneeling	O	Using Both Legs	O
Working on Ladders/Scaffolding	N	Working with Hands in Water	N	Walking	O
Driving a Vehicle	O	Working with Hazardous Waste	N	Working Alone	F
Heavy Carrying (45+ lbs)	N	Moderate Carrying (15-44 lbs)	O	Light Carrying (under 15lbs)	O
Working Closely with Others (cramped)	N	Working Around Machinery with Moving Parts	N	Working Around Moving Vehicles	O
Talk	O	Taste	N	Vision (Near, Far, Peripheral)	F
Hear	O	Smell	N		

Working Conditions		Working Conditions		Working Conditions	
Outside/Inside/Both	O	Dust	O	Radiant Energy	N
Constant Noise	N	Solvents (Degreasing Agents)	N	Electrical Energy	N
Constant Interruptions	O	Grease and Oils	N	Slippery Walking Surfaces	O
Vibrations	N	Other	O		

Equal Employment Opportunity:

Eagle County is proud to be an Equal Opportunity Employer. Working in a diverse, respectful and inclusive environment is essential for our employees to be successful in serving our community. We do not discriminate with regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, genetics, national origin, disability, veteran status or any other legally protected status. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this position.

This job description is not intended to be a comprehensive list of activities, duties or responsibilities for this job. The duties, expectations and actions listed for this role may change at any time with or without notice.

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Facilities Management

PRESENTATION DATE: March 3, 2026

AGENDA TITLE: Change Order Approval for Fones Construction

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

Facilities Management published an RFP in 2025 soliciting bids to remodel the north restroom. Two bids were received but the low bid was disqualified and the high bid was deemed too costly. Direction was given to FM to self-perform the project. Various contracts were executed for different trades with Fones Construction initially being contracted for interior demolition and domestic water entry. As the project has progressed, additional scope items were assigned to Fones Construction, including sand blasting, painting, concrete work, and drywall, due to the contractor's demonstrated capability and efficiencies gained by assigning related tasks within a single mobilization. The additional domestic water entry scope is a result of unforeseen field conditions discovered when the existing water entry was exposed. The proposed change order will be added to the existing contract with Fones for a new contract total of \$44,605.60. The expense will cover the remaining work for this project with several small tasks to be performed by FM staff.

RECOMMENDED ACTION (Full Motion Language):

Move to approve and authorize the County Manager to electronically approve the Fones Construction Change Order in the amount not to exceed \$32,335.96 for Munis Contract #721.

ALTERNATIVES:

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): N/A
- CURRENT BUDGETED AMOUNT: \$92,000
- PROPOSED EXPENDITURE: \$32,335.96

- FUNDING SOURCE: Munis Project 10604 / 50560315 801215
- SUPPLEMENTAL BUDGET NEEDED: N/A

LEGAL ISSUES:

N/A

CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

LIST OF ATTACHMENTS:

Fones Construction Change Order

Restroom Renovation Cost Estimate

DEPARTMENT HEAD INITIALS: MM

DATE: 2/24/2026

FAIRGROUNDS RESTROOM RENOVATION BUDGET ESTIMATE

BUILDING AREA IN SQ FT: 320
DRAWINGS PREPARED BY: EV STUDIO
DRAWINGS ARE DATED: 03_03_2025
DESCRIPTION:

LEGEND

: BY OWNER
 * : NOT INCLUDED
 ? : QUESTION
 <- : ALLOWANCE

FILE: 0

LINE NO.	DESCRIPTION	QUAN	UNIT	UNIT PRICE	LABOR TOTAL	UNIT PRICE	MAT'L TOTAL	UNIT PRICE	SUBC TOTAL	LINE TOTAL
1	PERMIT FEES	1	LS		0		0		2,800	2,800
2	DEMOLITION	1	BID		0		0		5,953	5,953
3	SAND BLASTING	1	ALW		0		0	1.00	2,500	2,500
4	SLAB CUT AND POUR BACK	1	ALW		0		0		8,000	8,000
5	WATER SERVICE	1	BID		0		0		6,317	6,317
6	DRYWALL	1	EST		0		0		1,500	1,500
7	PAINTING	1	EST		0		0		2,500	2,500
8	DOORS AND HARDWARE	1	BID		0		0		7,298	7,298
9	EPOXY FLOOR FINISH	1	BID		0		0		6,138	6,138
10	BATHROOM ACCESSORIES	1	BID		0		0		18,218	18,218
11	BATH PARTITIONS	1	INCLD		0		0		0	0
12	COUNTERTOPS	1	BID		0		0		6,220	6,220
13	MECHANICAL	1	BID		0		0		23,500	23,500
14	PLUMBING	1	BID		0		0		40,350	40,350
15	ELECTRICAL	1	BID		0		0		26,000	26,000
16					0		0		0	0
SUBTOTAL		*****	*****		0		0		157,295	157,295
Payroll Taxes 35%		*****	*****		0	-----			0	
State & Local Tax 8.5%		*****	*****	-----		0	-----			0
City Use Tax		*****	*****	-----				724	724	
Permits & Plan Check		*****	*****	-----				1,699	1,699	
General Conditions 10.0%		*****	*****	-----				15,729	15,729	
SUBTOTAL		*****	*****		0		0		175,446	175,446
Overhead & Profit 0%		*****	*****	-----					0	
Performance & Payment Bond		*****	*****	-----					0	

Contingency 10%	*****	*****	-----	17,545
TOTAL BUDGET COST	*****	*****		\$192,991

Routt County Fair Grounds restroom renovation				1/5/2026
Item	Name	Unit	Hrs	Total
1	Concrete cutting demo	Hrs	24	\$9,126.00
2	Sand blasting	Hrs	20	\$6,194.50
3	Painting	Hrs	80	\$6,734.00
4	Trash disposal	Ls		\$615.96
5	Sheet rock ceiling with light texture	Hrs	30	\$3,770.00
6	3/4 Domestic water service to dump station	Ls		\$1,664.00
7	Dowel and pour concrete 4" thick floor	Ft2	21	\$4,231.50
8		Ls		\$0.00
9				
10				
11				
12				
				\$32,335.96

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Historic Preservation Board

PRESENTATION DATE: 3/3/2026

AGENDA TITLE: Historic Register Designation- Nyby Barn District Nomination

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

The Nyby Barn District is nominated for local historic designation for its connection to Routt County's early homesteading and agricultural history. The district includes two historic structures: a log gambrel roof barn built before 1916 by homesteader Frank Hazan and a gable roof shed made from recycled railroad ties. Both buildings remain largely intact and reflect the materials, workmanship, setting, and design of early settlers.

The property is significant under Criterion A for its association with settlement and agricultural development in Routt County, and under Criterion D for representing the region's historic agricultural heritage. The land was homesteaded in 1907 and passed through multiple owners as dry land farming proved difficult. Subdivision occurred in the 1970s, and the Nyby family has owned and maintained the property since 1979, preserving the remaining historic buildings.

On February 4, 2026 the Routt County Historic Preservation Board (HPB) met and reviewed the Nyby Barn District application for historic designation. The HPB moved to recommend the Routt County Board of Commissioners approve the designation of the Nyby Barn District to the Routt County Register of Historic Properties.

Consideration of the approval of the Historic Preservation Board's recommendation to add the Nyby Barn District to the Routt County Register of Historic Properties.

RECOMMENDED ACTION (Full Motion Language):

Move to accept Historic Preservation Board's recommendation and approve Resolution 2026-012, a resolution designating the Nyby Barn District to the Routt County Register of Historic Properties.

ALTERNATIVES: N/A

FISCAL IMPACTS: N/A

LEGAL ISSUES: N/A

CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

LIST OF ATTACHMENTS:

DEPARTMENT HEAD INITIALS: JP

DATE: 2/24/2026

RESOLUTION 2026-012

**A RESOLUTION DESIGNATING THE NYBY BARN DISTRICT
TO THE ROUTT COUNTY REGISTER OF HISTORIC PROPERTIES**

Recitals

WHEREAS, The Board of County Commissioners of Routt County, Colorado (the “Board”) has heretofore adopted Routt County Resolution 93-006 (the “Historic Designation Resolution”) establishing the Routt County Historic Preservation Board (the “Preservation Board”) and providing for the designation of historic landmarks, buildings, sites, and districts; and

WHEREAS, The owners of The Nyby Barn District, the legal description of which is attached herto, have made proper application (the “Application”) to the Preservation Board for designation as a Routt County Historic Property; and

WHEREAS, Following review of the Application by its staff, the Preservation Board approved the Application at its February 4, 2026 meeting and presented its recommendation that the Application be approved by the Board; and

WHEREAS, The Historic Preservation Board has described to the Board of County Commissioners the characteristics of The Nyby Barn District that justify its designation as a Historic Property and the Historic Preservation Board has recommended to the Board of County Commissioners approval of the Application; and

WHEREAS, A public hearing concerning the Application was held by the Board on March 3, 2026, and, based on the recommendation of the Historic Preservation Board, the Board finds that the criteria for designation of The Nyby Barn District as a Routt County Historic Property have been satisfied and that The Nyby Barn District should be designated as a Routt County Historic Property.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Routt County, Colorado that The Nyby Barn District, the legal description of which is attached hereto, is designated as a Routt County Historic Property.

ADOPTED THIS 3rd day of March, 2026.

**BY THE BOARD OF COUNTY COMMISSIONERS FOR ROUTT COUNTY,
COLORADO.**

Tim Redmond, Chair

Vote:	Angelica Salinas	Aye	Nay	Absent
	Tim Redmond	Aye	Nay	Absent
	Sonja Macys	Aye	Nay	Absent

ATTEST:

Jenny L. Thomas,
Routt County Clerk and Recorder

**ROUTT COUNTY HISTORIC PRESERVATION BOARD
APPLICATION FOR LOCAL HISTORIC DESIGNATION**

Date of submission: December 2025

Name of Site or Property to be used for Designation: Nyby Barn District

Other Names Site or Property may have been called: NA

Property is being nominated as a: Site__ Building__ District __xx_ Structure__

Physical Address: 21425 W Whitewood Drive, Steamboat Springs, CO 80487

Legal Description: Lot 62, Whitewood Subdivision, Aspen Highlands Filing.
The area around and including the barn and shed form the District. See photo on page ????
The remaining structures on the property are non-contributing.

Routt County Assessor's Office Schedule Number: R3204756

Name of Owner: Nyby Family Trust: Susan K. Nyby and Christian I. Nyby II Trustees

Mailing Address: 21425 West Whitewood Drive, Steamboat Springs, CO, 80487

Contact Name: Chris Nyby, owner
Arianthé C. Stettner, on behalf of Historic Routt County

Phone: Nyby: 970-846-7762 Stettner : 970-819-2337

Contact Address: 21425 West Whitewood Drive, Steamboat Springs, CO, 80487

Does the property have State and/or National designation? No

Following are 8 parts to this application process. Each part must be completed in full and submitted with nine (9) copies, for the application to be reviewed by the Historic Preservation Board. Completed applications should be submitted for consideration to the Routt County Historic Preservation Board (RCHPB), P.O. Box 773598, Steamboat Springs, CO 80477, or hand delivered to the Board of County Commissioners' Office, Courthouse Annex, 136 Sixth Street, one month before the meeting of the Board. Verify time and place with the RCHPB Assistant (879-0108).

Part 1: Statement of Significance

Please select the most significantly appropriate criterion or criteria. Note that only one criterion is necessary for designation.

A. Its character, interest, or value as part of the development, heritage, or cultural characteristics of Routt County, the State of Colorado, or the United States.

B. Its location as a site of a significant historic event.

C. Its identification with a person or persons who significantly contributed to the culture and development of Routt County.

D. Its exemplification of the cultural, economic, social, or historic heritage of Routt County.

E. Its portrayal of the environment of a group of people in an era of history characterized by a distinctive architectural style.

F. Its embodiment of distinguishing characteristics of an architectural type or specimen.

G. Its identification as the work of an architect or master builder whose individual work has influenced the development of Routt County.

H. Its embodiment of elements of architectural design, detail, materials, and/or craftsmanship that represent a significant architectural innovation.

I. Its relationship to other distinctive areas that are eligible for preservation according to a plan based on an historic, cultural, or architectural motif.

J. Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood, a community, or Routt County.



Property Record Card

Routt County Assessor

**SUSAN K. NYBY &
CHRISTIAN I. NYBY, II,
TRUSTEES, NYBY FAMILY
TRUST**

Account: R3204756
Tax Area: 20 - *RE2* MID-
ROUTT ~10 Mile Radius Outside SS
City Limits
Acres: 17.500

Parcel: 173500062
Situs Address:
27800 COUNTY ROAD 41A
STEAMBOAT SPRINGS, 80487

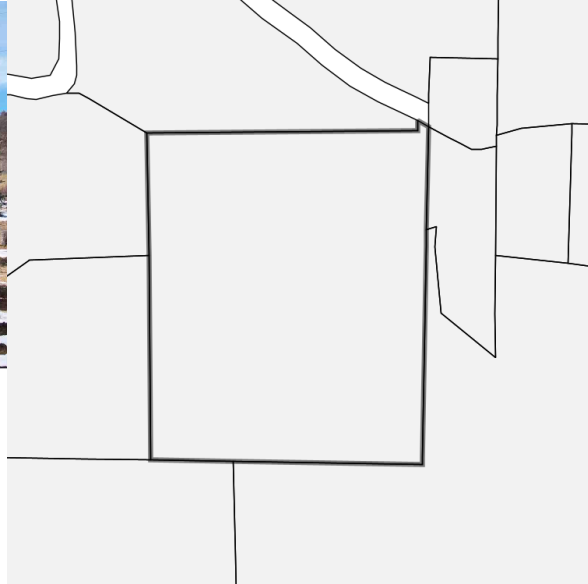
21425 W WHITEWOOD DR
STEAMBOAT SPRINGS, CO 80487

Value Summary

Value By:	Market	Override
Land (1)	\$500,000	N/A
10 Mile Res (1)	\$1,419,260	N/A
XFOB (1)	\$0	N/A
XFOB (2)	\$0	N/A
XFOB (3)	\$0	N/A
XFOB (4)	\$0	N/A
XFOB (5)	\$760	N/A
XFOB (6)	\$5,760	N/A
XFOB (7)	\$13,160	N/A
Total	\$1,938,940	\$1,938,940

Legal Description

LOT 62
WHITEWOOD SUBD
ASPEN HIGHLANDS FILING



Public Remarks

Entry Date	Model	Remark
04/02/2002		SUSAN K. & CHRISTIAN I. NYBY, II, TRUSTEES UNDER THE NYBY FAMILY TRUST, DATED DECEMBER 26,2001
07/15/2011		SNR EMPT APPROVED 2011: WD 398960 2/13/91.
02/14/2018		2/14/2018: CORRECTED SUBCODE FROM 1738 TO 1735 PER DISCOVERY BY PLANNING/GIS. SH
		SE4 9, SW 10 & NW4 15-5-85

Part 1: Statement of Significance

Criterion A: Its character, interest, or value as part of the development, heritage, or cultural characteristics of Routt County, the State of Colorado, or the United States.

Soon after Colorado became a state in 1876, Routt County was created in 1877, named after John L. Routt, the last Territorial Governor of Colorado, and the first Governor of Colorado. The original county was enormous. It originally included today's Moffat County, but the county was split off in 1911 for ease of governance. Even today, Routt is the second largest county in the state, with an area of more than 3,033,600 acres.

The earliest government land transactions in Routt County date from the 1880s. Northwestern Colorado had long been a traditional hunting ground for the Utes and many western native American tribes. The federal government did not make tribal lands available for settlement and purchase until after the 1879 Meeker Massacre, when the Utes were forced to give up their land and relocate to Utah in 1881.¹ With the Utes gone, homesteaders started moving in.

The 1862 Homestead Act and its subsequent amendments brought increased settlement to Routt County after the Ute departure. The Act allowed a settler six months to establish residence, and granted the homesteader a patent of up to 160 acres after five years of settlement and cultivation of the parcel. The homesteader could be any American man or unmarried woman (even though women could not vote until 60 years later) aged 21 years or older. The opportunity for a willing settler to earn a parcel of land from the government through the evolving Homestead Acts was uniquely American. Homesteaders could also shorten the time and effort required to own the property by buying title to the land, and paying the related fees.

Nationally, peak homesteading years were from 1911 through 1915 according to the Bureau of Land Management. The December 12, 1913 *Routt County Sentinel* reported that in 1913, 437 homestead applications were received in Routt County. Unfortunately, the failure rate for dry land farmers was high, with over half the original homesteaders unable to complete their entries. For every successful ranch or farm there were four original entries and two final entries. In Routt County, one can still see the impact of the Homestead Act on the cultural landscape. The early Routt County Land Books are filled with entries for Pre-Emptions, Homestead Exemptions and Patents starting as early as the 1880s and continuing into the 1920s. Often, family members would file for homesteads on adjoining parcels in order share the workload and build economies of scale. Over the years as some homesteaders failed, nearby farmers purchased the homesteads to increase the size of their property.

Interestingly, Section 15 was not opened by the U.S. Government for homesteading until 1907, nearly thirty years after Steamboat Springs was founded and nearly 50 years after the first Homestead Act was enacted. By the 1920s, many homesteads had been established in the rural areas outside of Steamboat Springs, Hayden, Oak Creek, and Yampa. Local agricultural operations grew to meet the needs of miners for food in the Oak Creek area coal mines, and for

1. Athearn, Frederic J. *An Isolated Empire. A History of Northwestern Colorado.* (Honolulu: University Press of the Pacific, 2004 reprint of 1982 edition), p.4.

townspeople. Ranchers raised livestock herds larger than those of a typical farming operation.² Farmers grew cereal crops, hay, and potatoes, especially in the Whitewood area. Miners often worked part-time as high country farmers and ranchers, and practiced modified subsistence agriculture to produce enough for their needs and enough surplus to barter or sale to others.³ The Depression caused many local farmers go bankrupt and lose their land, including the owner of original Hazan homestead. Subsequent owners of the property seldom lasted more than ten year in agriculture before they sold out and moved away. Dry land agriculture was difficult in this part of Routt County. The last owners who ranched the parcel were the Clarence and Betty Young family. They sold the land to developers Baker and Gamba in 1972.

The year 1971 marked a turning point for Routt County. The economy was changing as the newly established Steamboat Springs Ski Area gained momentum. Tourism was increasing, coal mining and agriculture were declining.⁴ Out of town investors began to develop large rural subdivisions throughout the area. After visiting Steamboat Springs in 1970, Denver developers Thomas L. Baker and David W. Gamba purchased the 650 acre Young Ranch and launched their 10 year master plan for the Whitewood Subdivision.⁵ They created 62 lots with an average size of 9 acres each. Helen H. Wolfe purchased one of the new lots in 1975, Lot 62, 17.5 acres in size. The property changed hands several times over the years until Suzi Nyby's parents, Fred and Blythe Keenan, purchased the property in 1979 for a family vacation home. In 1991, the property transferred to the next Nyby generation and their grown children. The Nybys are retired and have become permanent residents. All the lots in the subdivision have been sold. A mix of permanent residents and second home owners now live in the rural area.

Criterion D. Its exemplification of the cultural, economic, social, or historic heritage of Routt County.

The first recorded owner of the large parcel of land where the Nyby parcel is located was Frank Hazan. He was born in Vermont in 1867 and made his way to Colorado with his wife Alice to homestead in Routt County. He filed on his homestead in 1907 and successfully completed the requirements to obtain his patent in 1911. Newspaper accounts reveal that he was resourceful. He ran a boarding house for miners, planted 7 acres of potatoes on his homestead, and built at least two log houses for his family in different parts of the county. The Hazans lived in Yampa, Oak Creek, and finally settled in the Sidney/Cow Creek area. There, Frank was elected to the local school board. Being a dry land farmer did not suit him, however, and in 1916 he sold the land to Aldolph Summer. Census records from 1920 reveal that the Hazans had left Routt County and moved to Sioux Falls, South Dakota where Frank became a warden in the penitentiary and Alice worked in a factory.

The second owner, Aldolph Summer was born in Colorado in 1880. By 1910 he was married, had a daughter, and lived in Routt County. He purchased the Hazan property in 1916. He died at the start of the Great Depression in 1928 and his wife Helen was not able to pay the mortgage. The Federal Land Bank foreclosed on the property in 1929. Don Andrew purchased the land

2. Colorado Mountain Historic Context (Denver: Colorado Historical Society, 1984) 80.

3. Historic Context of Routt County (Boulder: Winter & Company, 1994) 5-1.

4. "Ranchland Ownership Dynamics in the Rocky Mountain West." (Society for Range Management, 2005).

5. "Whitewood in fifth year of 10 year-master plan..."(The Steamboat Pilot, October 16, 1975).

from the bank in 1941, and sold it to Reno and Evelyn Chritton in 1948. The Chrittons were related to many of the area's pioneer families including the Summers and the Whitecottons. Newspaper articles over the years document that they were a close-knit community. In 1961 Chritton sold the ranch to Clarence W. Young. Developers Thomas L. Baker and David W. Gamba, purchased the property in 1972. The farming and ranching chapter of the property came to an end.

The Steamboat Pilot reported that in January 1976, "the fine old sawed log dwelling which burned in Hilton Gulch area last week sheltered many families for the past half century or more." It was the five room log house Frank Hazan built there around 1915. "Among its long occupants were the Don Andrew, Reno Chritton, and Bud Young families." The remains of the original stone foundation for the house are still visible. A subsequent owner built a new house elsewhere on the property in the late 1970s. Remnants of farm equipment and an old Model-T that rest near the fence lines are reminders of the property's agricultural past.

The historic barn, corral, and shed are all that remain of the original structures and are still in use. Their exact dates of construction are not known. A Louden hay trolley from the early 1900s hangs from the barn's roof. Current property owners Chris and Suzi Nyby have taken great pride in preserving the buildings and their stories for future generations.

In a new chapter for Lot 62, the Nybys have owned many trained riding horses since they purchased the property. The horses were stabled in the barn, used the corral, and grazed in the meadows. Until recently, Suzi and Chris rode them on trails in the area and participated in equestrian events throughout the region. As of 2025, three generations of the Nyby family have owned and maintained for the property for more than 46 years, longer than any of the previous owners.

The Period of Significance dates from 1907 when Harry Dorr first filed on his homestead with the US Government until 1972, when the property was sold to developers Baker and Gamba, subdivided, and no longer used for agriculture.

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Find A Grave

<https://findagrave.com>

Routt County Assessor

<https://www.co.routt.co.us/115/Assessor>

Property Search-OLD

Routt County Burial Index

<https://steamboatlibrary.org/research/routt-county-burial-index>

Routt County Clerk and Recorder

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Schaffer, Laureen L. *Agricultural Context of Routt County*. CO: Historic Routt County, 2005.

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Tread of Pioneers Museum. *The Historical Guide to Routt County*. Denver: Frederick Printing, 1979.

Winter and Company. *Historic Context of Routt County*. Tread of Pioneers Museum, 1994.

Part 2: Architectural Description

Submit an architectural description of the structure. If more than one building is included in the property, describe all structures and indicate whether they are contributing (50 years or older) or non-contributing (less than 50 years old or with significant alterations that might have affected the historic integrity of the structure).

The Nyby Barn District consists of the historic log gambrel roof barn and a nearby gable roof shed. These modest structures were built by resourceful practical settlers using whatever materials were readily available and uncomplicated construction methods. The structures stand in a grassy meadow with a small pond, bordered by a mix of aspen and fir trees on the surrounding hillside, the county road, and the driveway. Remnants of a 1930s grain combine, a Ford model T, the foundation of the original log house that burned in 1976, the current Nyby home, constructed in the late 1970s, and a detached garage, are non-contributing.

The log gambrel roof barn was built before 1916 by Frank Hazan, the original homesteader. It is 28 feet wide by 34 feet long and 24 feet tall. An asphalt driveway leads to main entrance. The barn rests on a rough stone foundation. The log walls are saddle notched and the lower logs are chinked in some places. The roof is metal. Purlins extend beyond the roof from both gables. A pair of hinged board and batten wood doors provide access to the interior. Two small open windows with board and batten covers flank the main entrance. The front and rear gable ends of the barn are vertical wood. A pair of large sliding barn doors provide access to the hayloft in the front. The original block and tackle, part of the antique Louden hay trolley inside the barn, hang from the peak of the roof. In 1991, the barn's deteriorated lower logs were replaced and the hayloft restored.

A small single open window with a wooden covering is on one side of the barn. The back of the barn opens on to the corral. It has two large board and batten Dutch doors. Flanking each door is an open window with a board and batten cover. Above the Dutch doors is a square board and batten cover over an opening to the hayloft. The peak of the gable end is open to allow for ventilation. The gables and wooden doors/covers are stained red. The barn's interior has two large horse stalls and a tack room. Colorful ribbons from the Nyby's participation in equestrian events and plaques with the names of the horses they have owned are displayed inside.

The unusual gable roof shed appears to have been built later than the barn. It measures 17 feet wide by 18 feet long and 14 feet tall. Its construction is unusual in that it was built using recycled railroad ties stacked and fastened together for the walls and hog trough joints at the corners. The shed rests on a primitive stone foundation. The roof is corrugated metal. A tall pole with a metal yard light is attached to the peak of the roof. A mix of vertical log slabs and unpeeled aspen logs fill the gable ends. The interior has two sections. A small windowless room was once used as for grain storage as evidenced by vertical boards fastened to the interior walls and patches of flattened tin cans on the walls to secure the space from rodents. An enclosed loafing shed was added on that side some years later. Three sets of fixed multi-pane windows halfway up the wall provide light to the interior. It is now used for storage. The opposite side of the shed displays a small window, protected with a pair of board and batten doors.

Today, the barn and shed still display most of the **Seven Aspects of Integrity**: materials, workmanship, feeling, association, location, setting, and design.

Part 3: Summary Paragraph

In an effort to make the invaluable information contained in your application more readily available to the public, Routt County is establishing as part of its website a section describing the properties designated on the Routt County Register of Historic Properties. Please include an encapsulation of the Statement of Significance, the Architectural Description, and any other information that you feel presents the most comprehensive yet succinct depiction of your property. Also, please e-mail this summary to the HPB Staff Assistant (dbolton@co.routt.co.us) for inclusion on the County's Historic Register website page.

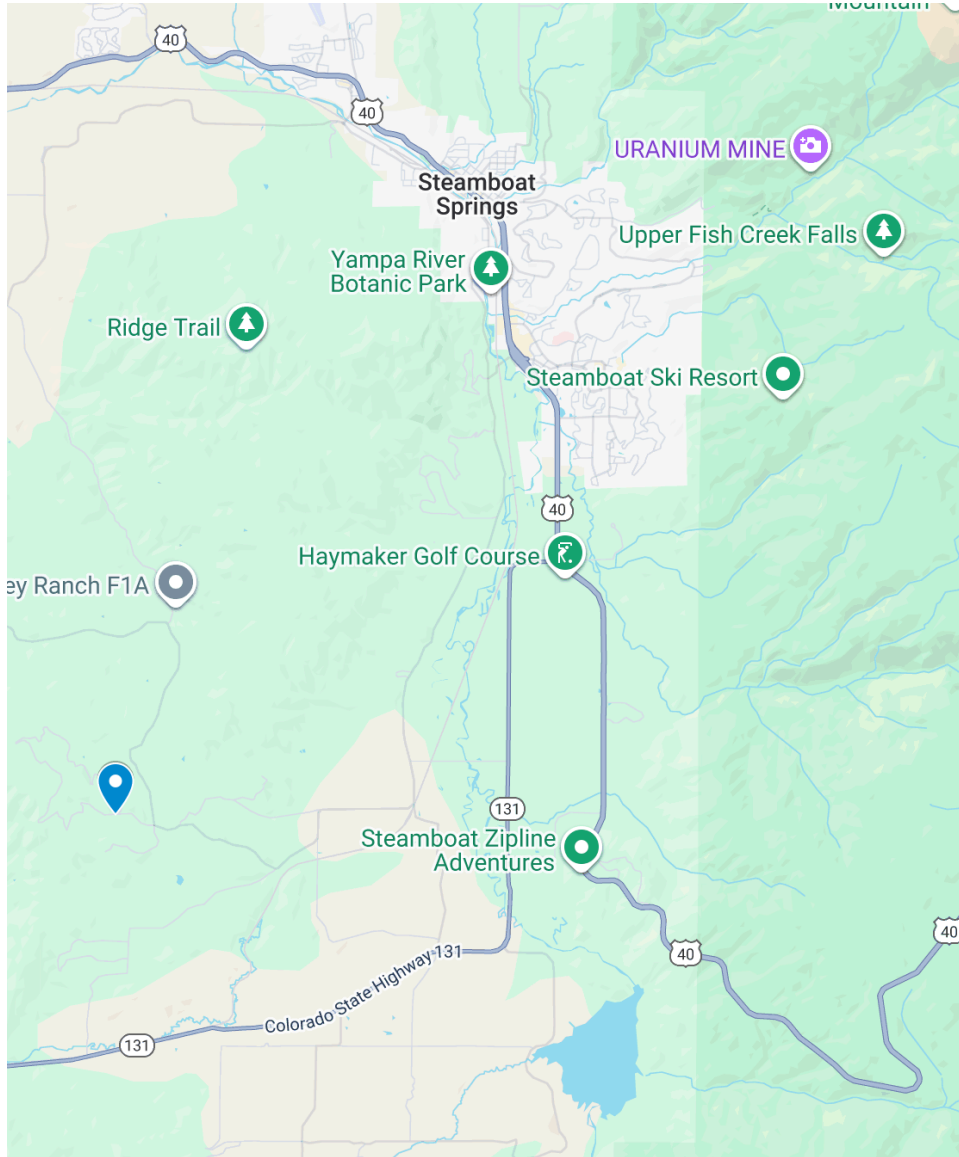
The Nyby Barn District nomination meets both **Criterion A for its character, interest, or value as part of the development, heritage, or cultural characteristics of Routt County, the State of Colorado, or the United States** and **Criterion C for its exemplification of the cultural, economic, social, or historic heritage of Routt County.**

The lure of free land promoted by the 1862 Homestead Act attracted many settlers to the west. Frank Hazan was one of them. Frank was born in Vermont, but made his way to Routt County where he successfully filed on a homestead parcel in 1907 in NW4 SE4 Section 15-5-85. After Hazan sold to Aldolph Summers in 1916, the property changed hands numerous times. Dry land farming was difficult, and most subsequent owners were unable to survive economically for more than 10 years. The last agricultural owners of the land, Clarence and Betty Young, sold to developers in 1972. Tourism and subdivisions were coming to Routt County. In the early 1970s the economy was shifting from an agricultural and mining focus to skiing and recreational tourism. Thomas Baker and David Gamba, developers from Denver, purchased the Young's rural property in 1972 and successfully marketed it as the new Whitewood Subdivision.

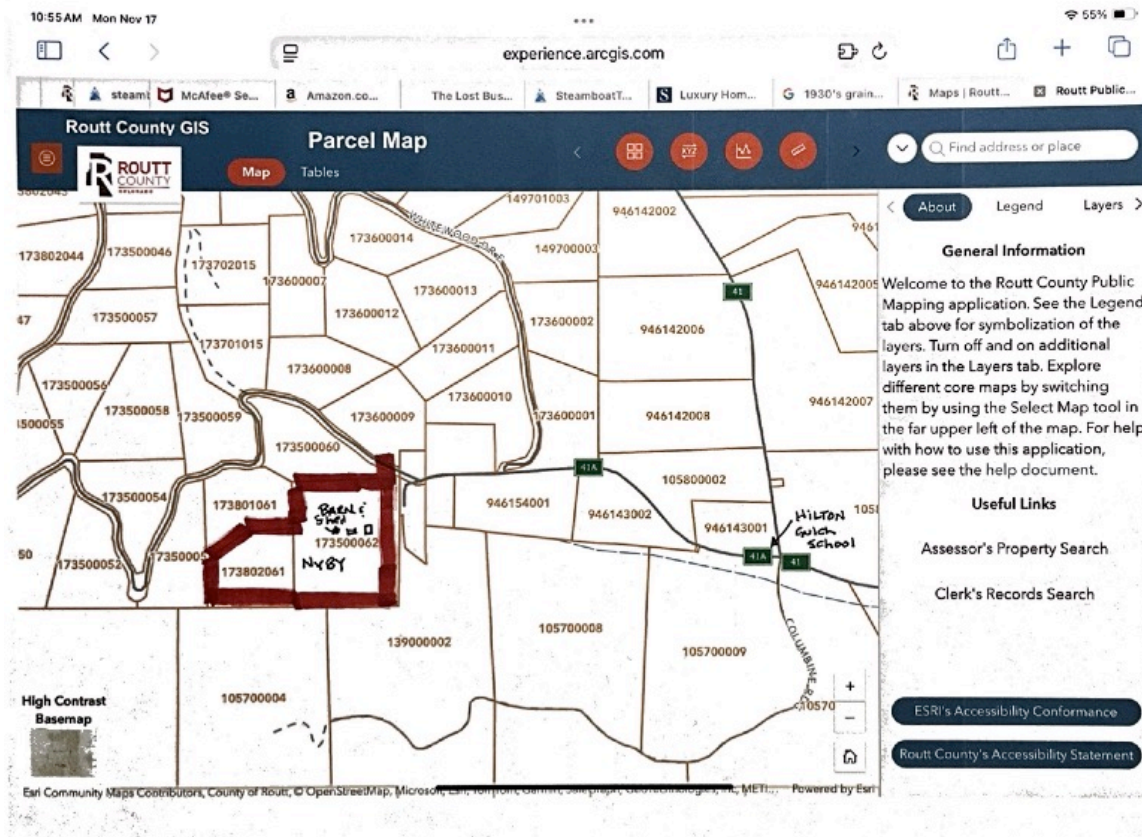
Since 1979, Nyby family members have owned Lot 62, a 17.5 acre piece of Frank Hazan's homestead. The historic barn and shed are still there. The original log home was lost to fire in 1976. Today, the two outbuildings still display most of the Seven Aspects of Integrity: materials, workmanship, feeling, association, location, setting, and design.

Part 4: Maps

Location map: Include a City or County map with an arrow to show where the building is located. Site map: if more than one building is being nominated (ranch, camp, church grounds, etc.), include a site map with a legend indicating everything that is being nominated.



Map1: Blue pin shows location of property relative to Steamboat Springs in Routt County, Colorado.



Map 2: Location of property in relation to Hilton Gulch School and surrounding subdivision.



Map 3: Location of historic barn, shed, and additional historic objects on property.

Part 5: Photographs

Submit at least one historic and one current photo of each structure being nominated. Multiple views of the structure(s) are encouraged. Also, if you have access to a digital camera, please e-mail your favorite photograph of your property to the HPB Staff Assistant for inclusion on the County's Historic Register website page.

There are no known historic photographs of either the barn or the shed.



Figure 1: Front entrance of barn with shed on the right, 2025.



Figure 2: Rear entrance of barn showing portion of corral, 2011.



Figure 3. Barn interior from hayloft showing construction of roof and gable end, 2025.



Figure 4. Barn interior from ground level showing ribbons and plaques with names of the Nybys' horses over the years mounted on far wall, 2025.



Figure 5. Complete Louden Hay Trolley, circa 1905, 2025.



Figure 6. Detail of Hay Trolley, 2025.



Figure 5: Front view of shed with vintage yard light attached to front gable, 2025.



Figure 6. Rear view of shed showing loading shed addition, 2025.



Figure 7. Shed corner showing railroad ties and hog trough corner, 2025.



Figure 8. Detail of shed's interior vertical boards and metal patch, 2025

Part 6: Statement of Owner Support

I CHRISTIAN Nyby and Susan Nyby

am (are) 100 percent owner of the 21425 Whitewood D.W. Street Spcs. W 80487

property and am requesting that this property be designated as historic in Routt County at this time.

Christian Nyby
Name

Susan K. Nyby
Name

Dec 8, 2025
Date

Dec 8, 2025
Date

Part 7: Notification

After my property has been designated, I agree to notify RCHPB of any intention to alter, demolish, move or remove the designated property. I understand that I must notify RCHPB of such intention a minimum of thirty (30) days prior to undertaking any such work. I understand that I am responsible for notifying any subsequent purchaser of the property of this notification requirement. The Board may revoke the designation of the site hereunder unless the subsequent purchaser agrees in writing to the provisions of this Section 7. (Routt County Resolution No. 93-006, Section 7: Notification.)

I have read this Notification clause and understand its content.

Christian Nyby
Signed

Dec 8, 2025
Date

Susan K. Nyby December 8, 2025

Part 8: Addendum(a)

All nominations become part of a permanent, written history of Routt County. Your work on this application becomes a valuable part of that resource. Include any pertinent information you have discovered in the course of your research. Thank you for your assistance in this important work of compiling an historic record of Routt County.

Property Ownership History (2 pages)**Previous Property Owners in the Press (3 pages)****Obituaries. See attached articles**

October 21, 1943, "Jimmy Chritton Accidentally Killed", The Steamboat Pilot

May 29, 1969, "Chritton Services in Steamboat May 27", The Steamboat Pilot

August 22, 1991, "Edyth Loetta Summer, 1925--1991", The Steamboat Pilot

Property Ownership History

Account # R3204756 Parcel #173500062
 Susan K. Nyby & Christian I. Nyby II, Trustees, Nyby Family Trust
 Lot 62, Whitewood Subdivision, Aspen Highlands Filing
 Tract 130, NW4 15-5-85

Date	Rec#	Book	Page	Deed Type	What
3/26/2002	561674	-	-	SWD	Lot 62
Grantor: Nyby, Christian I. II & Susan K. Nyby Grantee: Susan K. & Christian I. Nyby II, Trustee, Nyby Family Trust dated 12/26/2001					
2/13/1991	398960	661	328	WD	Lot 62
Grantor: Keenan, Fred V. & Blythe Rae Grantee: Nyby II, Christian I. & Susan K.					
11/26/1979	291020	490	378	WD	Lot 62
Grantor: Wolfe, Christopher Hunter Grantee: Keenan, Fred V. & Blythe Rae					
9/12/1979	-	483	560	Deed 1/2 Int	Lots 61 & 62
Grantor: Catherine Louise Wolfe (unmarried) Grantee: Wolfe, Christopher Hunter (unmarried)					
8/8/1979	-	481	118	TD 1/2 Int each	Lots 61 & 62
Grantor: Hunter Phelps Wolfe Trust Grantees: Catherine and Christopher Wolfe					
1/26/1978	-	446	376	PR Deed	Lots 61 & 62
Lot 62 Grantor: Helen H. Wolfe Estate (by Wells Fargo PR) Grantee: Hunter Phelps Wolfe					
5/29/1975	-	405	30	WD	Lot 62
Grantor: Tom Baker & David Gamba Grantee: Helen H. Wolfe					
7/24/1972	-	363	462	QCD	Whitewood Subdivision, Aspen Highlands Filing Lots 15 through 62
Grantor: Thomas L. Baker & David W. Gamba Grantor: Thomas L. Baker & David W. Gamba					

Date	Rec#	Book	Page	Deed Type	What
6/30/1972	-	362	395	CD	Land in 15-5N-85W Grantor : Betty Young, conservator of Clarence Watkins Young (mentally ill) Grantee: Thomas Baker et ali
11/14/1961	-	305	298	WD	NE4+NW4SE4 Section 15 (and more) Grantor: Chritton, Reno B. Grantee: Clarence W. Young
7/7/1948	-	232	245	WD	NE4+NW4SE4 of Section 15 (and more) Grantor: Don Andrew Grantee: Reno and Evelyn Chritton
11/8/1941	-	207	412	WD	NE4+NW4SE4 of Section 15 (and more) Grantor: Federal Land Bank Grantee: Don and Francis Andrew
11/30/1929	-	164	258	-	Land in NW4 SE4 Section 15 Grantor: Sheriff Grantee: Federal Land Bank
1/18/1929	-	163	259	-	Land in NW4 SE4 Section 15 Lis Pendens Grantor: Helen Summer et ali Grantee: Federal Land Bank
12/18/1916	-	92	597	WD	Land in NW4 SE4 Section 15 Grantor: Adolph Summer Grantee: Helen Summer
8/11/1916	-	92	465	WD	Land in NW4 SE4 Section 15 Grantor: Frank Hazan Grantee: Adolph Summer
1/28/1911	-	64	93	PAT	Land in NW4 SE4 Section 15 Grantor: US Grantee: Frank Hazen
1/31/1907	-	44	336	RR	Land in NW4 SE4 Section 15 Grantor: US Grantee: Frank E. Hazen

Newspaper Articles about Previous Property Owners

Frank Hazan (Original homesteader. Owner from 1907 until 1916)

February 9, 1911, "Local News", Oak Creek Times

Frank E. Hazan is hauling material for a handsome hewed (sic) log house which he will erect on lots recently purchased in Schempp's addition. When it is completed he will move his family here from Deer Park.

February 16, 1911, "Real Estate Transfers", Oak Creek Times

To Frank E. Hazan, n2ne4, sw4 ne4, nw4 sec4, sec 15 tp 5, nr 85

March 9, 1911, "Schempp's Addition", Oak Creek Times

Annexation to the town of Oak Creek by the property owners of Schempp's addition seems to be in great favor.

Frank Hazan and wife have moved to Oak Creek from Yampa and are now occupying their new sawed log house in Schempp's addition.

June 1, 1911, "Schempps' Addition", Oak Creek Times,

Frank E. Hazan and family returned last week from his ranch near Sidney, where he has put in seven acres of potatoes.

June 15, 1911, "Juniper and Service", The Oak Creek Times

Frank Hazan is now in charge of the Rugby Board House, having moved to Service from Schempp's addition in Oak Creek.

April 14, 1915, "Cow Creek", The Steamboat Pilot

Frank Hazan has just completed a five room house and has moved into it.

May 3, 1916, "Local Happenings", The Steamboat Pilot

The Cow Creek school district yesterday elected Frank Hazan, Elmer Dorr, and John Utter members of the school board.

August 18, 1916, "Realty Transfers", Routt County Sentinel

Frank E. Hazan to Adolph Summer, n2 ne4, sw4 ne4, se4 ne4, sec 15, tp 5, r85, \$2750

August 18, 1916, "Cow Creek", Routt County Sentinel

Frank Hazan's public sale, held at Sidney last week was well attended. A farewell party was given by Mr. Hazan and family at their home Saturday night, but on account of the bad weather, it was not as well attended as had been expected.

Mr. and Mrs. Hazan soon leave for Vermont to visit his parents.

Reno Chritton (Owned from 1948 until 1961)

April 9, 1942, "Evelyn Blank weds Reno Chritton", The Steamboat Pilot

Evelyn B. Blank, daughter of Mr. and Mrs. Louis Summer of Sidney, became the bride of Reno Chritton at a quiet ceremony performed at the Methodist Parsonage by Reverend Cecil P. Simpson. Witnesses to the wedding were Edyth Chritton and Vernon Summer.

Mrs. Chritton is well known in the county and for the past few years has been one of the successful and popular teachers of rural schools in the county. The couple will make their home on a ranch near Sidney.

February 28, 1952, "Sidney", The Steamboat Pilot

Mr. and Mrs. Reno Chritton are proud possessors of a box of greeting cards designed by their youngest daughter. Norma has been employed for some time by the Hallmark company in Kansas City and is doing outstanding work.

June 4, 1953, "Sidney", The Steamboat Pilot

Reno Chritton had the misfortune this week to overturn his John Deer tractor while plowing on a steep side hill. He incurred a painful sprain to one ankle, but was fortunate that there was little other damage.

October 1, 1959, "Two Meet Death on Highway. Mrs. Reno Chritton One Victim". The Steamboat Pilot.

Death rode US Highway 40 between Hayden and Craig on Monday...about a mile and a half west of Craig in front of where the Crawfords are living. The first victim was Mrs. Evelyn Chritton, member of a pioneer Routt County family. Mrs. Chritton, daughter of Mrs. Louis Summer of the Sidney area and wife of Reno Chritton, a ranchman on the Mesa, was riding with Mrs. Irene Crawford. Both are teachers in the Hayden school...Mrs. Chritton had taught in various places in the county.

August 31, 1961, "Sidney News", The Steamboat Pilot

Mr. and Mrs. "Bud" Young have been guests of Mr. and Mrs. Paul Gneiser. The Youngs came from California and have recently purchased the Reno Chritton property.

April 25, 1963, "Sidney Scoop", The Steamboat Pilot

Reno Chritton and Bud Young returned this week from California where they had spent the last several months.

July 4, 1963, "Sidney Scoops", The Steamboat Pilot

Reno Chritton has the misfortune to fall and break a leg while working at the Summer ranch last week. Both bones were broken just above the ankle. ...We all wish him a speedy recovery.

December 2, 1965, "Whistle Stops, Married in Craig, The Steamboat Pilot

Reno Chritton and Ida Kratzberg of Steamboat Springs were married November 24 at the home of Lillian Sweet in Craig. Reverend Marvin Johnson of the first Christian Church performed the ceremony. Witnesses were Francis Dunstan and Lillian Sweet, both of Craig.

May 29, 1969, "Sidney Scoop", The Steamboat Pilot

Friends in this community extend heartfelt sympathy to the family of Reno Chritton and themselves feel a deep loss at this death. Mr. Chritton suffered a heart attack at his home on

Elk River last week and passed away in the Routt County Memorial Hospital on Friday evening. He and his wife had recently completed a new home on Elk River and he was active in other carpenter work and well as farm work. Three of his daughters, Edyth Summer, Marilyn Whitecotton and Doris Stevens live in this area. His youngest daughter, Norma Weber, lives in California and did not arrive until after his death due to inability to get travel reservations.

June 5, 1969, "Sidney Scoop", The Steamboat Pilot

The Vernon Summer home has been the scene of frequent gatherings of the wife, daughters, and other relatives of Reno Chritton. Reno will be sadly missed by all who know him.

Changes in the 1970s (Sold for subdivision 1972)

January 27, 1972, "County Planners view...development", The Steamboat Pilot

David Gamba and Tom Baker presented plans for the Aspen Valley filing one located 11 miles east of town on property formerly owned by Betty Young. The new owners have renamed the 630 acre parcel Whitewood. First filing shows 12 non-subdividable lots averaging nine acres in size, and two subdividable 16 acre "ranchettes" to be developed on a total of 140 acres on the site.

January 8, 1976, "Two fires hit area Monday Night", The Steamboat Pilot

At 2:15 am, Tuesday morning, the Fire Department took equipment to a fire in the Hilton Gulch area. The home of Chris Wolf was engulfed in flame by the time the equipment arrived. Firemen were forced to fight the fire during heavy snow and strong wind. The fire in the log house had apparently been caused by an overheated stove.

The Wolfs had attempted to contain the blaze by themselves and when it was discovered that this was not possible, found the phone was out of order. A call was put in from the school building at Sidney, but precious time had gone by. Fire Chief Bill Davis stated that the building might have been saved had the department been called a quarter of an hour sooner.

January 15, 1976, "Pioneer Dwelling Destroyed", The Steamboat Pilot

The fine old sawed log dwelling which burned in the Hilton Gulch area last week had sheltered many families over the past half century or more.

Among its long time occupants over the past forty years were the Don Andrew, Reno Chritton and Bud Young families.



The Steamboat Pilot, October 21, 1943 — Jimmy tlinton Accidentally Killed Sunday [ARTICLE]

[<Back to search result list](#) |

Jimmy Chritton Accidentally Killed Sunday

Pistol Bullet Proved Fatal To School Student

Tragedy again entered a Routt county home with the accidental death of Jimmy Chritton, 14-year-old son of Reno B. Chritton, last Sunday evening. The accident occurred at the Harry Crawford ranch home near Sidney as Jimmy and Bob Al Crawword were examining a .22 pistol which they thought they had unloded.

The two boys were in the house when Jimmy asked Bob Al to see the gun and as the latter tossed it to the Chritton lad it went off, the bullet striking him in the chest. Bob Al, almost stupified at seeing the gun discharge, ran to the farm yard to get his father who was doing chores. Jimmy staggered toward the door and dropped dead as Mr. Crawford reahed him. His family was immediately notified of the tragedy.

Jiminy was a freshman at the Steamboat Spring high srhool where he was well liked by students and teachers alike. He was noted for his winning smile and his willingness to help with any work which turned up. A talented artist he was most fond of drawing horses, many of which were exceptional.

James Burdett Chritton was born at Chappell, Nebraska, on January 9, 1929. Ten years later the family moved to Ovid, Colorado, and in March, 1940, they moved to Routt county where they have since re-



The Steamboat Pilot, Number 35, May 29, 1969 — Chritton Services In Steamboat May 27 [ARTICLE]

[<Back to search result list](#) |

Chritton Services In Steamboat May 27

Reno B. Chritton, resident of Routt county since 1941, passed away at the Routt County Memorial Hospital in Steamboat on Friday, May 23. He was 68 years of age at the time of his death.

Chritton was born in Illinois on March 19, 1901. He was a rancher by occupation but had retired prior to his death. He had married Ida Katzberg in Craig on November 24, 1965 and she survives him.

Surviving are his wife; four daughters, Mrs. Doris Stevens, Mrs. Edythe Summers, and Mrs. Marilyn Whitecotton, all of Steamboat Springs, and Mrs. Norma Weber of Saratoga, California; four sisters, Mrs. Blanche Fisher, Mrs. Amy Dormbaugh and Mrs. Lida Abbott of Tecumseh, Nebraska and Mrs. Ruth Gilmore of Bartelsville, Oklahoma; eight grandchildren and one great grandchild.

He was preceded in death by his son, James B. Chritton; two brothers and three sisters.

Services were held at the United Methodist church in Steamboat Springs at 2:00 p.m. on Tuesday, May 27th and were conducted by the Rev. J. Thomas Bennanzar.

Maureen Satre, accompanied on the organ by Lotta Hoorbeek, sang "How Great Thou Art."

Pallbearers for the service were Robert Whitecotton, Lloyd Whitecotton, Jerry Nay, Otis Andrew, Vernon Cook and Oliver Bartholomew.



The Steamboat Pilot, Volume 106, Number 4, August 22, 1991 — Obituaries [ARTICLE]

[<Back to search result list](#) |

Obituaries

Edythe Loetta Summer: 1925 — 1991

Edythe Loetta Summer, an "almost native" of Routt County, died Saturday, Aug. 17, 1991, at Routt Memorial Hospital.

A talented artist, a devoted church member and past-president of Routt County National Farm Organization, Edythe had lived in the Yampa Valley since 1941. She was born in Lincoln, Neb., on Dec. 27, 1925, and she moved to the Sidney area with her sisters and father after her mother's death. She was a sophomore in high school.

Her father had decided he wanted to move away from Lincoln and start a new life. He had helped Lloyd Truax move from his Nebraska farm to a ranch on the Elk River. He moved the family to a ranch midway between Steamboat Springs and Sidney, and it was there Edythe spent here teenage years.

She attended Colorado State College of Education after high school. However, she determined from that experience that she did not want to become a teacher.

Instead, her talent as an artist led her to a career with Hallmark Cards. She worked for the company in Kansas City for 10 years. Most of her illustrations were flowers, done in watercolors. She was supervisor with the company for five years.

She married Vernon Summer in 1962, and the couple moved

<https://www.coloradohistoricnewspapers.org/?a=d&d=STP19910822-01.2.114&srpos=284&dliv=none&e=-----en-20-281--img-txIN%7CtXCO%7CtXTA-Reno+Ch...> 1/8

Missing from reprint of article:

...She married Vernon Summer in 1962 and the couple moved into a new home he had built for his bride on River Road. Vernon's family homesteaded in the Yampa Valley and Vernon continued to ranch on many of those original acres....

Edyth leaves behind her husband Vernon, her sisters Doris Stevens of Steamboat, Marilyn Whitecotton of Oak Creek, and Norma Weber of San Jose CA. She was preceded in death by her mother, Father, and one brother, James B. Chritton.

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Historic Preservation Board

PRESENTATION DATE: 3/3/2026

AGENDA TITLE: Historic Register Designation-Margaret Duncan Brown Ranch

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

The Margaret Duncan Brown Ranch Headquarters near Clark, Colorado, is nominated for local historic designation due to its strong association with Margaret Duncan Brown, an influential early 20th-century Routt County rancher and writer. After her husband died in 1918, Brown operated and expanded the ranch alone, becoming one of the few successful women sheep ranchers in the region. Her journals later became the book *Shepherdess of Elk River Valley*, and her accomplishments have been widely recognized in Colorado.

The ranch is also significant for its rare two-story log house built around 1908, along with several historic log outbuildings, all contributing to its architectural importance. Its meadow, river, ditch, and vintage farm structures make it a well-known and visually prominent historic landscape along County Road 129.

The nomination identifies significance under:

- Criterion C: association with a person important in Routt County history
- Criterion F: rare architectural type
- Criterion J: a distinctive and familiar Routt County landmark

The property retains integrity in setting, location, design, materials, workmanship, feeling, and association. Historic photos, maps, and extensive ownership and research history support the application.

Consideration of the approval of the Historic Preservation Board's recommendation to add the Margaret Duncan Brown Ranch to the Routt County Register of Historic Properties.

On February 4, 2026 the Routt County Historic Preservation Board (HPB) met and reviewed the Margaret Duncan Brown application for historic designation. The HPB moved to recommend the Routt County Board of Commissioners approve the designation of the Margaret Duncan Brown Ranch to the Routt County Register of Historic Properties.

RECOMMENDED ACTION (Full Motion Language):

Move to accept Historic Preservation Board's recommendation and approve Resolution 2026-013, a resolution designating the Margaret Duncan Brown Ranch to the Routt County Register of Historic Properties.

ALTERNATIVES: N/A

FISCAL IMPACTS: N/A

LEGAL ISSUES: N/A

CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

LIST OF ATTACHMENTS: N/A

DEPARTMENT HEAD INITIALS: JP

DATE: 2/24/2026

RESOLUTION 2026-013

**A RESOLUTION DESIGNATING THE MARGARET DUNCAN BROWN RANCH
TO THE ROUTT COUNTY REGISTER OF HISTORIC PROPERTIES**

Recitals

WHEREAS, The Board of County Commissioners of Routt County, Colorado (the “Board”) has heretofore adopted Routt County Resolution 93-006 (the “Historic Designation Resolution”) establishing the Routt County Historic Preservation Board (the “Preservation Board”) and providing for the designation of historic landmarks, buildings, sites, and districts; and

WHEREAS, The owners of The Margaret Duncan Brown Ranch, the legal description of which is attached herto, have made proper application (the “Application”) to the Preservation Board for designation as a Routt County Historic Property; and

WHEREAS, Following review of the Application by its staff, the Preservation Board approved the Application at its February 4, 2026 meeting and presented its recommendation that the Application be approved by the Board; and

WHEREAS, The Historic Preservation Board has described to the Board of County Commissioners the characteristics of The Margaret Duncan Brown Ranch that justify its designation as a Historic Property and the Historic Preservation Board has recommended to the Board of County Commissioners approval of the Application; and

WHEREAS, A public hearing concerning the Application was held by the Board on March 3, 2026 , and, based on the recommendation of the Historic Preservation Board, the Board finds that the criteria for designation of The Margaret Duncan Brown Ranch as a Routt County Historic Property have been satisfied and that The Margaret Duncan Brown Ranch should be designated as a Routt County Historic Property.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Routt County, Colorado that The Margaret Duncan Brown Ranch, the legal description of which is attached hereto, is designated as a Routt County Historic Property.

ADOPTED THIS 3rd day of March, 2026.

**BY THE BOARD OF COUNTY COMMISSIONERS FOR ROUTT COUNTY,
COLORADO.**

Tim Redmond, Chair

Vote:	Angelica Salinas	Aye	Nay	Absent
	Tim Redmond	Aye	Nay	Absent
	Sonja Macys	Aye	Nay	Absent

ATTEST:

Jenny L. Thomas,
Routt County Clerk and Recorder

**ROUTT COUNTY HISTORIC PRESERVATION BOARD
APPLICATION FOR LOCAL HISTORIC DESIGNATION**

Date of submission: January 28, 2026 (Revised February 9, 2026)

Name of Site or Property to be used for Designation:
Margaret Brown Ranch Headquarters

Other Names Site or Property may have been called: Clark Homestead

Property is being nominated as a: Site__ Building__ **District** __XX Structure__

Physical Address: 26230 Routt County Road 58

Legal Description of the entire property:

The specific portion of the property proposed for historic designation are the Brown House, and outbuildings: the Ice House, Bunk House, Round Mountain Homestead Cabin, Dog House, and surrounding landscape as shown in the attached HABS (Historic American Building Survey) scan. The entire property is not being designated.

Please note: **A copy of your most recent tax assessment notice from the Routt County Assessor's Office is required.** Only the portion of the property being nominated should be included in the legal description provided in the application.

Routt County Assessor's Office Schedule Number: R0162510

Name of Owner: Round Mountain Ranch V LLC/Brown Property
(Danny L. Souders and Linda K. Souders, owners)

Mailing Address: 5880 Butte Mill Road, Boulder, CO 80301-2900

Contact Name: Arianthé C. Stettner (for Historic Routt County/HRC)

Phone: (Arianthé) 970-819-2337 (HRC) 970-875-1305

Contact Address: (HRC) PO Box 775717, Steamboat Springs, CO 80477

Does the property have State and/or National designation?

Following are 8 parts to this application process. Each part must be completed in full and submitted with nine (9) copies, for the application to be reviewed by the Historic Preservation Board. Completed applications should be submitted for consideration to the Routt County Historic Preservation Board (RCHPB), P.O. Box 773598, Steamboat Springs, CO 80477, or hand delivered to the Board of County Commissioners' Office, Courthouse Annex, 136 Sixth Street, one month before the meeting of the Board. Verify time and place with the RCHPB Assistant (879-0108).

REAL PROPERTY TAX NOTICE

2024 TAXES DUE IN 2025

ACCOUNT# R0162510
 PARCEL # 919333001
 TAX DISTRICT # 16



LANE IACOVETTO
 ROUTT COUNTY TREASURER
 522 LINCOLN AVE - SUITE 22
 STEAMBOAT SPRINGS, CO 80487
 970-870-5555

ENTIRE
 1ST HALF
 24125

IF YOUR MORTGAGE COMPANY WILL MAKE THIS PAYMENT, DO NOT PAY THIS BILL.

Make Checks Payable To: ROUTT COUNTY TREASURER
 Late payments received without interest will be returned.

Post dated checks and partial payments are not accepted.

PLEASE SEE THE REVERSE SIDE AND TAX INFORMATION INSERT FOR IMPORTANT INFORMATION.

Please do not staple check to payment coupon.

If you have sold this property, please forward to new owner or return marked "Property Sold."

R0162510
 16898*84**G50**1 383**1/6*****AUTOALL FOR AADC 800
 ROUND MOUNTAIN RANCH V, LLC
 5880 BUTTE MILL RD
 BOULDER CO 80301-2900



30 INFO WITH FANG...
 Assoc. d...
 69100-75

THIS IS THE ONLY NOTICE THAT YOU WILL RECEIVE - RETAIN THIS PORTION FOR YOUR RECORDS.

TAX AUTHORITY	TAX LEVY	TEMP TAX CREDIT	GENERAL TAX	VALUATION	ACTUAL	ASSESSED
ROUTT COUNTY GENERAL FUND	9.32800	5.11900	119.40	LAND	\$39,200	\$10,350
ROUTT COUNTY ROAD & BRIDG	0.40000	0.00000	5.12	IMPROVEMENTS	\$20,400	\$2,450
ROUTT COUNTY SOCIAL SERVI	0.48900	0.00000	6.26	TOTAL	\$59,600	\$12,800
ROUTT COUNTY COMMUNICATIO	0.89600	0.00000	11.47	SR/VET EXEMPT	(\$0)	(\$0)
ROUTT COUNTY OPEN SPACE F	1.50000	0.00000	19.20	PERS PROPERTY	\$0	\$0
ROUTT COUNTY MUSEUMS	0.30000	0.00000	3.84	NET TOTAL	\$59,600	\$12,800
ROUTT COUNTY - HORIZONS	1.00000	0.00000	12.80			
EAST ROUTT LIBRARY	2.79800	0.50000	35.81			
STEAMBOAT SCHOOL DISTRICT	16.59400	0.00000	212.40			
COLORADO MOUNTAIN COLLEGE	3.23000	1.01100	41.34			
STEAMBOAT SPRINGS CEMETER	0.06300	0.00000	0.81			
COLORADO RIVER WATER CONS	0.50100	0.00000	6.41			
UPPER YAMPA WATER CONSERV	1.82000	0.00000	23.29			
NORTH ROUTT FIRE PROT DIS	9.25600	0.00000	118.60			
NORTH ROUTT FIRE PROTECTI	1.03200	0.00000	13.21			
TOTAL			629.96			
NET LEVY-->	49.21700					
		ADMIN FEE	0.00			
		SPECIAL ASSESSMENT	0.00			
		SENIOR HOMESTEAD OR VETERAN EXEMP	(0.00)			
		PREPAYMENT APPLIED	0.00			
		GRAND TOTAL	629.96			

MESSAGES

VISIT OUR WEBSITE AT: www.co.routt.co.us/tax

- PAY ONLINE
- Sign up for email notifications
- View and print payment history

GP5NWJHV

DO YOU OWE DELINQUENT TAXES?
No

Contact Treasurer's Office immediately if the word "Yes" appears above.

PAYMENT	DUE DATE	AMOUNT
FIRST HALF	FEB 28, 2025	314.98
SECOND HALF	JUN 15, 2025	314.98
FULL PAYMENT	APR 30, 2025	629.96

Late payments received without interest will be returned

SB 25 - In the absence of State Legislative Funding, your School General Fund mill levy would have been 22.4090

LEGAL DESCRIPTION OF PROPERTY
 W2SE4 OR TR 116 SEC 33-9-85 SW4NW4,N2SW4,SW4SW4 OR TR 114 SEC 33-9-85
 W2W2SE4SW4 SEC 33-9-85 243A 1A TR IN SE CORNER OF SE4NW4 SEC 33-9-85
 1A SMR TOTAL 244A

SITUS ADDRESS: 26230 COUNTY ROAD 58

Part 1: Statement of Significance

Please select the most significantly appropriate criterion or criteria. Note that only one criterion is necessary for designation.

___ A. Its character, interest, or value as part of the development, heritage, or cultural characteristics of Routt County, the State of Colorado, or the United States.

___ B. Its location as a site of a significant historic event.

XX C. Its identification with a person or persons who significantly contributed to the culture and development of Routt County.

___ D. Its exemplification of the cultural, economic, social, or historic heritage of Routt County.

___ E. Its portrayal of the environment of a group of people in an era of history characterized by a distinctive architectural style.

XX F. Its embodiment of distinguishing characteristics of an architectural type or specimen.

___ G. Its identification as the work of an architect or master builder whose individual work has influenced the development of Routt County.

___ H. Its embodiment of elements of architectural design, detail, materials, and/or craftsmanship that represent a significant architectural innovation.

___ I. Its relationship to other distinctive areas that are eligible for preservation according to a plan based on an historic, cultural, or architectural motif.

XX J. Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood, a community, or Routt County.

Part 1: Statement of Significance

The Margaret Duncan Brown Ranch Headquarters (the Brown Ranch) is Significant under Criterion C: Its identification with a person or persons who significantly contributed to the culture and development of Routt County.

Margaret Duncan Brown did not intend to be a trailblazer, shepherdess, or writer when she came to Routt County, but life had other ideas. She was born in Texas, graduated from high school at the age of 16, obtained a teaching certificate, married her childhood sweetheart Thornton (Dick) Brown in 1900, and moved to Cripple Creek, Colorado. Once there, Thornton rose from mining clerk to successful bank manager. After fifteen years they left the area. With more than 30,000 people living in the mining district, it had become too busy for them.¹ Aspiring to become ranchers, the couple moved to Routt County and made a down payment on a 160 acre parcel along the Elk River below Clark in 1915.

Thornton Brown died unexpectedly in the flu pandemic of 1918, leaving Margaret in debt to manage the ranch on her own. This was not her plan. There were few, if any, single women ranchers in Routt County or elsewhere in Colorado at the time. Caring for livestock, haying, shoveling snow, and fixing fence was hard physical work, as was getting out of debt.

Brown was a determined and resourceful woman who kept detailed journals of her life on the ranch. The book *Shepherdess of Elk River Valley* is a posthumous collection from her writings that describe her experiences and reflections. Initially, Margaret and her husband owned dairy cows and chickens, and earned money by selling milk, butter, chickens, and eggs. Three years later they determined that the daily workload was much for them, quit the dairy business, and bought a few head of cattle. When Thornton died, Margaret had to care for the livestock by herself. This was more than she could handle. She sold the cattle and purchased 12 ewes in the spring of 1919. While local ranchers were highly skeptical of her ability to survive, her life as a shepherdess had begun. She had the touch and intuition to raise sheep.² Over the years, the size of her flock and her reputation grew. By 1953 *The Steamboat Pilot* quoted a Mr. Talley from the Future Farmers of America saying that "the flock which Mrs. Brown has is one of the best Hampshire flocks on the western slope."

Raising sheep in Routt County was a fraught business during the early decades of the 20th century. As the open range for cattle was becoming fragmented by the fences of increasing number of homesteaders and the land damaged by overgrazing, there were numerous conflicts between cattlemen and the growing numbers of sheepmen.³ It appears from her journals, however, that Brown was not directly impacted. Interestingly, when cattle prices dropped after WWI, many local cattlemen sold off their herds and began to raise sheep instead since the animals produced both wool and meat to sell.

¹ <https://coloradoencyclopedia.org/article/cripple-creek>

² Winograski-Main, Kathy D., *The Pioneers of Clark, Colorado*. (Clark, CO, 2001), 29.

³ Shaffer, Lauren L., *Agricultural Context of Routt County*, (CO: Historic Routt County, 2005), 53.

There were few women homesteaders in north Routt County. From 1892, when the first homestead parcel was patented until 1940, only 12 women were named on a list of 74 homesteaders in the area around Clark.⁴ Margaret Duncan Brown was one of them. Despite owning 160 acres of land, Brown realized she needed more pasture for her sheep. By 1922 she had successfully homesteaded a parcel of land on Round Mountain, directly across the road from her ranch. The small homestead cabin she was required to build and live in during that those years was dismantled and moved, log by log, to its current site at the Brown Ranch several years later. Brown had to leave her ranch several times during the winter to teach in country schools for additional income. She lived simply and slowly increased her holdings over the years. By the time of her death in 1965, Margaret Duncan Brown, on her own, had built a successful 713 acre sheep operation debt free.⁵

Brown wrote about her surroundings and experiences on the ranch in her journals. In 1958 she won the *Reader's Digest* "First Person" award of \$2500 for the article she submitted, "A Little Bunch of Sheep." Brown used the money to pay off the last of her debts. Margaret died in 1965 at the age of 82. After her death, family members published *Shepherdess of the Elk River Valley*, based on her journals. It provides a vivid picture of a vanished chapter in Routt County history.

The public has increasingly taken notice of Margaret's unique accomplishments in raising sheep and ranching in Routt County. Her perseverance and determination enabled her to survive the emotional, physical, and financial challenges she faced, especially during the 1920s. A portrait of Margaret Duncan Brown was included in the 1991 *Colorado, A People's History* mosaic mural at the Colorado Convention Center in Denver.⁶ Brown was written about in Janet Robertson's 1990 book *The Magnificent Mountain Women*, and in Andrew Guilford's 2018 book, *The Woolly West. Colorado's Hidden History of Sheepscares*. In August 2019, History Colorado honored the Margaret Duncan Brown Ranch as a Centennial Farm/Ranch with Historic Structures. The Colorado Wool Growers Association posthumously recognized her with the Camp Tender Award in 2022.⁷

As a woman alone, Margaret Duncan Brown contributed an important chapter to the history and culture of women's history in the West and in Routt County. She built a successful ranch operation and established a highly regarded flock of sheep at a place and time when it was deemed impossible for a woman. She was also an avid reader and a keen observer of nature who became an inspiration to many through her writing. Our appreciation goes to her descendants for making her story available to future generations.

⁴ Winograski-Main, Kathy D., *The Pioneers of Clark, Colorado*. (Clark, CO), Preface.

⁵ Brown, Margaret Duncan, *Shepherdess of Elk River Valley*, (Denver: Golden Bell Press, 1967), Preface.

⁶ <https://www.cbsnews.com/colorado/news/mural-colorado-panorama-public-art/>

⁷ Walker, Mary. Email to Stettner January 25, 2025.

The Brown Ranch is significant under Criterion F: Its embodiment of distinguishing characteristics of an architectural type or specimen.

Historic two story log houses are rare in Routt County and northwestern Colorado. Even more rare are two story log houses that are still livable, as is the circa 1908 Margaret Duncan Brown house. The three elongated windows in the gable roof and wide front porch are also character-defining architectural details. The only other documented historic two story log structure in Routt County of which this author is aware is the shell of the Rock Creek State Stop on Gore Pass.⁸

The Brown Ranch is also Significant under Criterion J: Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood, a community, or Routt County.

The Margaret Brown Ranch Headquarters is located at the edge of a large open hay meadow visible from Routt County Road 129 to the east. The Elk River and a diversion ditch flow behind the house. In 1908⁹ Henry McPhee hired a neighbor, Fred Akhurst, to build the house, although public records show that McPhee did not actually own the property until 1915 when he sold it to Margaret Brown. The house is a rare example of a two-story log structure with three character-defining dormer windows. Evergreen, cottonwood, and willow trees frame the house. Three small log outbuildings and vintage farm implements rest nearby. Cattle often graze in the meadow. It is a unique landmark and reminder of Routt County's early agricultural history.

The Period of Significance for the Margaret Brown Ranch Headquarters dates from when the U.S. Government granted a Homestead Exemption to Rufus Clark in 1889 to homestead the land until the death of Margaret Duncan Brown in 1965 and the end of her sheep operation. A different interpretation of the **Period of Significance** could be from 1915 when Brown purchased the property until 2024, when the property was sold and no longer in the family.

⁸ See photo #17.

⁹ Winograski-Main, Kathy D., *The Pioneers of Clark, Colorado*. (Clark, CO), 16-17.

Bibliography

Brown, Margaret Duncan. *Shepherdess of Elk River Valley*. Denver, Golden Bell Press, 1967.

Colorado Historic Newspaper Collection: <https://coloradohistoricnewspapers.org/routtcounty>

Gulliford, Andrew. *The Woolly West. Colorado's Hidden History of Sheepscapes*. TX: Texas A&M University Press, 2018.

Hensley, Marcia Meredith. *Staking Her Claim. Women Homesteading in the West*. WY: High Plains Press, 2008.

History Colorado. Margaret Duncan Brown Files, Stephen H. Hart Research Center. Denver.

Peavy, Linda and Ursula Smith. *Pioneer Women. The Lives of Women on the Frontier*. OK: University of Oklahoma Press, 1996.

Robertson, Janet. *The Magnificent Mountain Women. Adventures in the Colorado Rockies*. NE: University of Nebraska Press, 1990.

Routt County Assessor [https://www.co.routt.co.us/115/Assessor Property Search-OLD](https://www.co.routt.co.us/115/Assessor%20Property%20Search-OLD)

Routt County Clerk and Recorder [https://www.co.routt.co.us/133/Clerk-Recorder Recorded Documents-Archival Site](https://www.co.routt.co.us/133/Clerk-Recorder%20Recorded%20Documents-Archival%20Site)

Schaffer, Lauren L. *Agricultural Context of Routt County*. CO: Historic Routt County, 2005.

Stettner, Arianthé C. *The 150th Anniversary of the Homestead Act and Routt County Colorado*. Presentation to the Tread of Pioneers Museum, 2012.

Tread of Pioneers Museum. Lufkin Research Center, Steamboat Springs, CO

Walker, Mary. Emails and phone conversations with Margaret's (aka Aunt Madge) great niece. October and November 2025, January 2026.

Winograski-Main, Kathy D. *The Pioneers of Clark, Colorado*. Clark, CO, 2001.

Winter and Company. *Historic Context of Routt County*. Tread of Pioneers Museum, 1994.

Part 2: Architectural Description

The Margaret Brown Ranch Headquarters consists of four log buildings and a unique two-unit doghouse. The general area is defined by a gravel driveway to the east and south, the Elk River and an irrigation diversion ditch on the west, and a small gravel parking area to the north. Vintage farm implements rest under the trees. The house is flanked by tall evergreens, cottonwood trees and a large willow. Farthest from the house, Margaret's Round Mountain homestead cabin is in the meadow by the parking area. It was moved from its original location in the 1920s.

The historic 1.5 story square-notched log house was built in 1908 and is just under 1400 square feet in size. A wooden walkway leads to it from the parking area. The house rests on a rock foundation. The steep side gable roof is metal. An elongated double hung window is in each of three roof gables on the east side. The open front porch below, recently restored, shelters a carved front door with half window. The door is flanked by two double hung windows. All double hung windows around the house are the same size. The north side has a four panel wooden door and a small sliding window next to it. A double hung window is located near the front of the building. A pair of double hung windows are in the gable end. Both gable ends are faced with wooden shingles. The south side of the house has a pair of double hung windows near the front of the house and a single double hung window towards the back. A pair of double hung windows are in the gable end. Interestingly, the west side of the house facing the river did not originally have any windows. A non-historic addition with bathroom and sunroom was added to the back of the house. It is in poor condition and does not have a solid foundation.

The three remaining square-notched log buildings are small and in poor repair. They are now used for storage. They are all approximately 600 square feet in size and rest directly on the ground. The gable roofs are corrugated metal.

- The Ice House, closest to the historic house, has one door, but no windows. It was built around 1909. The privy attached to it (shown in the HABs drawing) was removed in the late 2000s.
- The Bunkhouse was built in the 1920s. It has a four panel wooden door and one pair of four-pane sliding wood windows on the east side, and a second pair of sliding wood windows in the south side.
- The Homestead Cabin was disassembled and moved from her Round Mountain Homestead to the Ranch Headquarters in the late 1920s. The interior logs were numbered to facilitate the effort. There is a board and batten door on the south side. Both east and west cabin sides have a single fixed window.
- The unique square-notched two unit log doghouse has a wood shingle roof. It is no longer in use.
- The historic barn, formerly located near the house, fell into disrepair after Margaret's death and was demolished decades ago. Photograph #9 shows part of it.

Part 3: Summary Paragraph

The Margaret Duncan Brown Ranch Headquarters (the Brown Ranch) is Significant under Criterion C: Its identification with a person or persons who significantly contributed to the culture and development of Routt County. During the nearly 50 years on which she owned the property, Margaret Duncan Brown contributed an important chapter to the history and culture of women's history in the West and in Routt County. On her own, she built a successful ranch operation and established a highly regarded flock of sheep at a place and time when it was deemed impossible for a woman to do so. Since her death in 1965, she has been honored and recognized for her accomplishments throughout Colorado.

The Brown Ranch is Significant under Criterion F: Its embodiment of distinguishing characteristics of an architectural type or specimen. Historic two story log houses are rare in Routt County and northwestern Colorado. Even more rare are two story log houses that are livable, as is the circa 1908 Margaret Duncan Brown house.

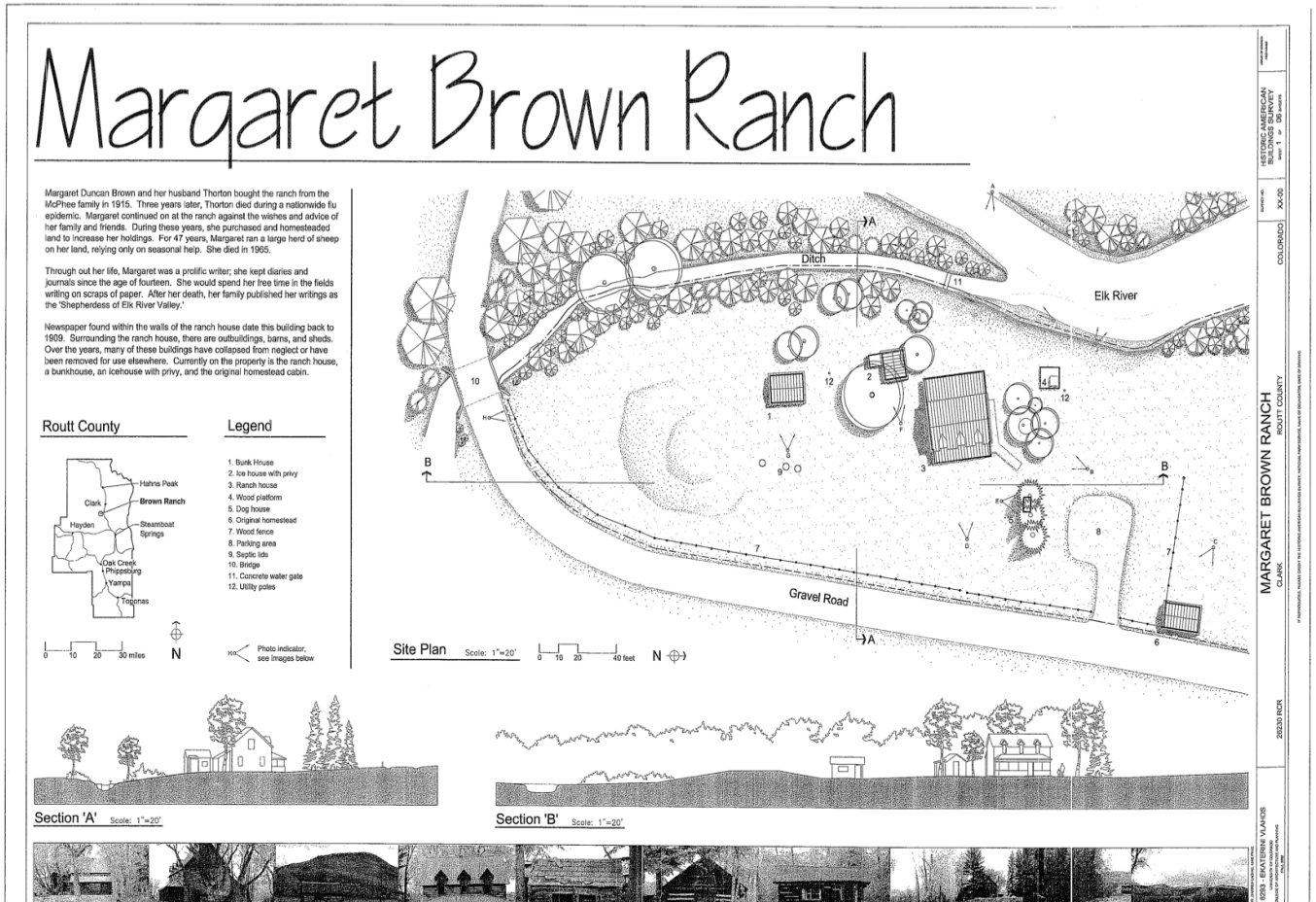
The Brown Ranch is also Significant under Criterion J: Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood, a community, or Routt County. The house is visible from Routt County Road 129 near Clark. Three small log outbuildings and vintage farm implements rest nearby. Cattle graze in the meadow. It is a unique landmark and reminder of Routt County's early agricultural history.

The Brown Ranch easily demonstrates all **Seven Aspects of Integrity**: Location, Setting, Design, Materials, Association, Workmanship, and Feeling.¹⁰

¹⁰ <https://www.nps.gov/subjects/nationalhistoriclandmarks/glossary.htm>

Part 4: Map

Location map: Include a City or County map with an arrow to show where the building is located.



Historic American Building Survey (HABS) sketch map of ranch headquarters.
Courtesy Historic Routt County

Part 5: Photographs

Submit at least one historic and one current photo of each structure being nominated. Multiple views of the structure(s) are encouraged. Also, if you have access to a digital camera, please email your favorite photograph of your property to the HPB Staff Assistant for inclusion on the County's Historic Register website page.

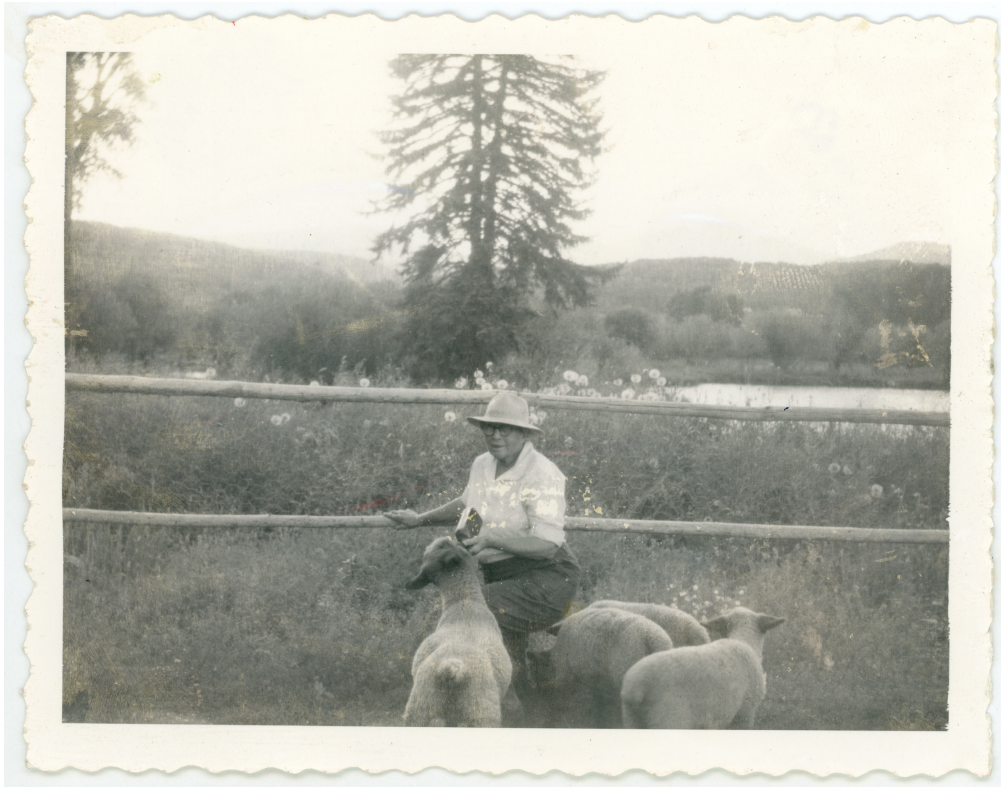
1. Margaret and classmates in Texas.
2. Margaret as a young woman.
3. Margaret with sheep, fence, and Elk River in background.
4. Margaret and her book collection, 1960s.
5. East view of house in 1908.
6. South and east elevation of house, circa 1909.
7. House with enclosed front porch and hay meadow, circa 2019.
8. House showing restored open front porch, 2025.
9. View of ranch from Elk River, facing north.
10. View of diversion ditch and Elk River from ranch.
11. Ice House.
12. Bunk House
13. West side of Homestead Cabin.
14. Homestead Cabin.
15. Vintage farm implements.
16. Dog House.
17. Rock Creek Stage Stop



1. Margaret and classmates in Texas, late 1880s.
Photo from History Colorado. 2024_134_14.



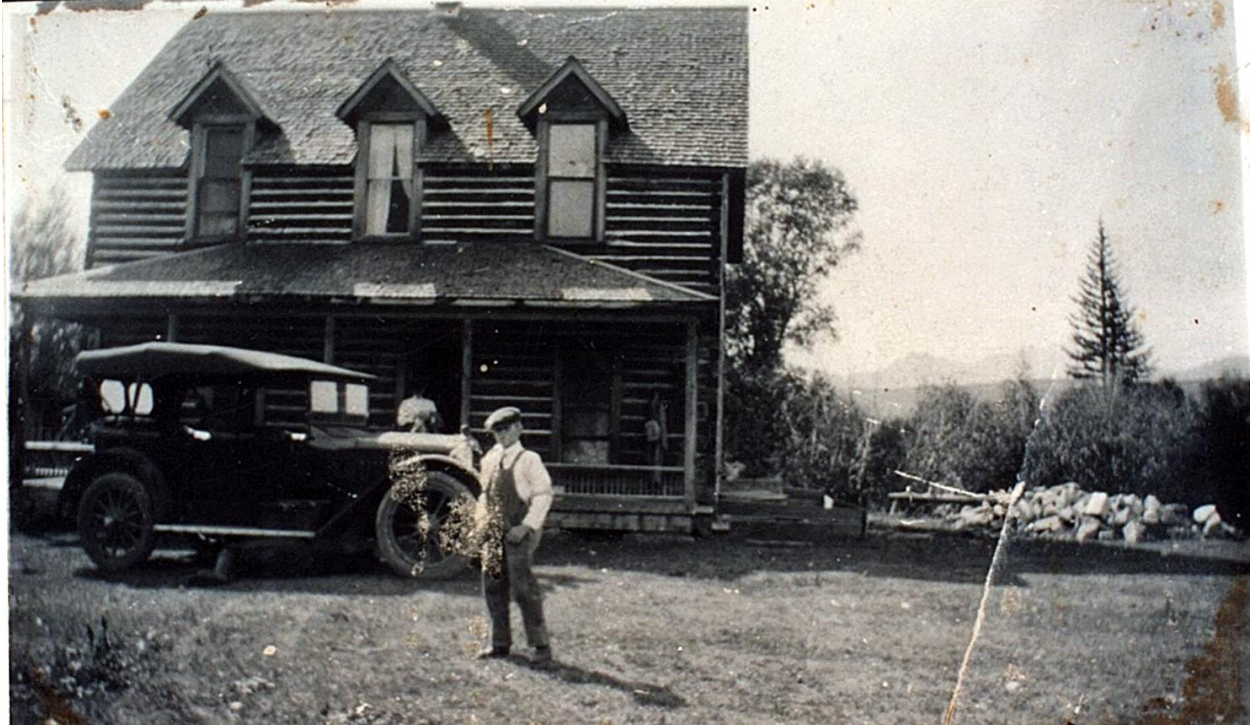
2. Margaret as a young woman. Date unknown.
Photo from History Colorado. 2024_134_12.



3. Margaret with sheep, fence, and Elk River in background. Date unknown.
Photo from History Colorado. 2024_134_8.



4. Margaret and her book collection. 1960s.
Photo from History Colorado. 2024_134_14



5. East view of house in 1908, before owned by Brown. Note the open porch. Courtesy photo.



6. South and east elevation of house circa 1909. Note shed in back, rustic fences. Courtesy photo.



7. House with enclosed front porch and hay meadow, circa 2019. Courtesy photo.



8. House showing restored open front porch, 2025. Courtesy photo.



9. View of ranch from Elk River facing north. Note barn in the distance. It is no longer standing. Circa 1960s. Courtesy photo.



10. View of diversion ditch and Elk River from the ranch facing south. 2025. Courtesy photo.



11. Front door of Ice House. 2025. Courtesy photo.



12. Door into Bunk House. 2025. Courtesy photo.



13. West side of Homestead Cabin. Note square-notched corners. 2025. Courtesy photo.



14. Door into Homestead Cabin. 2025. Courtesy photo.



15. Vintage farm implements bordering driveway to House. Note back of doghouse in shadows. 2025. Courtesy photo.



16. Two unit log dog house with square-notched corners. 2025. Courtesy photo.



Rock Creek Stage Stop

Programs

- [Endangered Places Program](#)
- [Saving Places Conference](#)
- [Projects and Services](#)
- [Cultural Resource Surveys](#)



Year Listed: 2000
County: Routt County
Construction Date: 1880
Threat When Listed: Demolition by Neglect – Vacant
Status: SAVE

Originally built by James and Katherine Gates in the 1880s, the Rock Creek Stage Stop served as a family home, hotel, post office, and stage stop. It was a halfway station on the first Wells Fargo mail route into Yampa Valley and as a service center for settlers until the railroad line took over in 1887. Travelers going between Steamboat Springs and Kremmling stopped here before continuing their journey. The stage stop is listed on National Register of Historic Places.



Listed on the Endangered Places list in 2000, the stage stop was in desperate need of stabilization and restoration.



Now listed as a Save, its stabilization was the result of generous funding from the State Historical Fund, hours of labor by dedicated volunteers and contractors, exemplary work from Mountain Architecture and a partnership between the Steamboat Springs' Tread of Pioneers Museum, Historic Routt County!, the Colorado Division of Wildlife, the U.S. Department of Agriculture, and the U.S. Forest Service. Mountain Architecture was hired to stabilize and restore the building. Creative fundraising such as a raffle fundraiser event with two lucky winners receiving 150 lbs of fresh Yampa Valley grass-fed beef ensured community support in addition to funding.

Donate to CPI

We hope you will extend your appreciation for Colorado's past into an investment in its future by making a tax-deductible gift today.

[CLICK HERE TO DONATE](#)

Featured Project

Preservation for a Changing Colorado



The 2017 update, Preservation for a Changing Colorado, resulted from a partnership between Colorado Preservation and History Colorado and Colorado Preservation, Inc. Prepared by Clarion Associates, the new report and accompanying website document the economic benefits of rehabilitation projects, analyzes property values and neighborhood stability in local historic districts, and summarizes the increasing impact of heritage tourism, private preservation development and the success of Colorado's Main Street program. In a key finding, researchers found that for every \$1 million spent on historic preservation in Colorado leads to \$1.03 million in additional spending, 14 new jobs, and \$636,700 in increased household incomes across the state! The 2017 report also considers the important role preservation plays in helping Coloradans provide new spaces for creative communities and co-working, create and sustain meaningful places, respond to the state's changing demographics, and address climate concerns. Click [Here](#) to see the full report, "Preservation for a Changing Colorado".

Join our Email List

Email: * Required

First Name:

17. Rock Creek Stage Stop. Article from Colorado Preservation Inc. website.

Part 6: Statement of Ownership

I, Danny L. Souders (and Linda K Souders) am/are
100% the owner of the Margaret Brown Ranch property and am/are
requesting that this property be designated as historic in Routt County at this time.

Name Danny L. Souders Date 1/27/26

Name Linda K Souders Date 1/27/26

Section 7: Notification

Once this property has been designated as historic, I/we agree to notify the Routt County Historic Preservation Board of any intention to alter, demolish, move, or remove the designated property. I/we understand that I/we must notify the Routt County Historic Preservation Board of such intention a minimum of 30 days prior to undertaking any such work. I/we understand that I am/we are responsible for notifying any subsequent purchaser of the property of this notification requirement. The Historic Preservation Board may revoke the designation of the site hereunder unless the subsequent purchaser agrees in writing to the provisions of Section 7. (Routt County Resolution No. 93-006, Section 7: Notification.) I have read this Notification Clause and understand its content.

Printed Name Danny L. Souders
Signature Danny L Souders Date 1/27/26

Section 8: Addendum (a)

All nominations become part of a permanent, written history of Routt County, and the time spent on these applications becomes a valuable addition to that resource. Disclosing pertinent information that has been discovered during the course of research is greatly appreciated and helps to compile a historic record of Routt County.

1. Excerpts of Newspaper Articles.
2. Ownership History

A Sampling of Margaret (Mrs. Thornton Brown) Duncan Brown items in the News

The Steamboat Pilot, May 10, 1916

Real Estate Transfers: Warranty Deeds

Henry McPhee to Margaret D. Brown, all interest in Roesch & Schmidt enlargement and extension of the Akhurst ditch. \$1.

The Steamboat Pilot, June 27, 1917

Clark

The high water of Elk River washed away the head gate of the big company's irrigating ditch opposite the Thornton Brown residence on the old Henry McPhee ranch. The neighboring ranchmen turned out with all the teams that could be mustered and riprapped the river bank at that place. Fifty loads of stone were hauled and larger tree trunks were anchored in the stream to turn the current.

The Steamboat Pilot, December 11, 1918.

Death of Thornton Brown

...Deceased has been a resident of the county for only three years, but during that time he developed his ranch, formerly owned by Henry McPhee, into one of the best places on Elk River....

The Routt County Sentinel, April 15, 1921

Local News

Mrs. Thornton Brown, Mrs. Irene Parker, and Jesse E. Williams came down Monday from their ranches near Clark. Mrs. Brown left next day for Denver and Colorado Springs for a visit of several weeks.

The Steamboat Pilot, March 6, 1931

Want Ads

For Sale: 20 tons of hay. Mrs. Thornton Brown. Clark, Colo.

The Steamboat Pilot, June 28, 1935

Want Ads

For Sale: Used Dodge Truck 1928 model. Mrs. Thornton Brown, Clark.

The Steamboat Pilot, February 6, 1941

"Snow in Routt County as Pretty as Roses in Texas"

Mrs. Thornton Brown returned Saturday from Texas where she visited with relatives at Houston and Galveston....

The Steamboat Pilot, April 13, 1950

Wanted: Low iron wheeled wagon. Phone 017R2. Mrs. Thornton Brown, Steamboat.

The Steamboat Pilot, February 23, 1950

Mrs. Thornton Brown is Featured in Denver Post Magazine Article

The Steamboat Pilot, October 9, 1952

For Sale: Purebred and registered long yearling Hampshire rams. Also 40 purebred Hampshire ewes. Mrs. Thornton Brown, telephone 017R2, Steamboat.

The Steamboat Pilot, October 29, 1953

For Sale: 1 Billy goat, milk strain. Mrs. Thornton Brown, telephone 017R2, Steamboat.

The Steamboat Pilot, November 12, 1953

Purchase Brown Hampshire Ewes for FFA Program

...Mr. Talley said that the flock which Mrs. Brown has is one of the best Hampshire flocks on the Western Slope...

The Steamboat Pilot, August 8, 1957

Mrs. Thornton Brown Raises Sheep and Is Good Example of Pioneering

by Margaret Crimmins

The Steamboat Pilot, August 21, 1958

Mrs. Thornton Brown has story in Reader's Digest

by A.E. Tholen

Craig Empire Courier, August 28, 1958.

Kenneth Osborns Buy Mrs. Thornton Brown's Registered Hampshires.

Mr. and Mrs. Kenneth Osborn, well-known Morapos ranchers are the present owners of the 84 prize Hampshire breeding ewes formerly owned by Mrs. Thornton Brown, the Steamboat lady who received national recognition last week for her heart-warming article in *Reader's Digest*, "A Little Bunch of Sheep.

The Steamboat Pilot, August 5, 1965

Services for Mrs. Thornton Brown Held Tuesday

The Steamboat Pilot, October 30, 1975

Women in Routt County

by Pam Wheaton

The Steamboat Pilot, November 26, 1987

Great-great niece helps renovate family ranch by Robin Corton

...Thanks to great-great-niece Mary Walker and her family, Mrs. Brown's ranch house has been renovated for the sake of its history and for the sake of Mrs. Brown...In 1967 Mary's family began to vacation at the ranch and through her grandmother (Mrs. Paul Daugherty), who was like a daughter to Mrs. Brown, Mary began to know her great-great aunt...After Mary's grandmother died, the family started voicing concerns for the ranch house's conditions. Since the family only visited the place in the summer, no work had been done on the place. ...In 1985 Mary decided that she wanted to live at the ranch full-time. Since then, Mary's family has fixed the foundation, insulated the downstairs, replaced windows, chinked the outside, and re-sanded the oak living room floor....

Margaret Duncan Brown Ranch Ownership History
Parcel # R0162510
SW4NW4, NW4NE4SW4 of SW4, Section 33-9-85

Date	Rec#	Book	Page	Deed Type	What
11/19/1889					
	Grantor: US			HE	160 acres
	Grantee: Rufus Clark				
7/30/1892		Bk 10	P 27	Patent	
	Grantor: US				160 acres
	Grantee: Rufus Clark				
10/20/1915		Bk 93	P 407	Decree	
	Grantor: Rufus Clark Estate				
	Grantee: Hannah Emily Clark				
8/12/1899		Bk 27	P 85	Decree	
	Grantor: Hannah Emily Clark				
	Grantee: Angie Wheeler				
9/15/1899		Bk 20	P 295	WD	
	Grantor: Angie Wheeler				
	Grantee: Max Roesch et ali				
10/03/1903		Bk 43	P 36	QCD	
	Grantor: Roesch, Albert M.				
	Grantee: Schmidt & Roesch				
10/20/1915		Bk 68	P 401	QCD	
	Grantor: Fred Schmidt				
	Grantor: Henry McPhee				
10/20/1915		Bk 92	P 213	WD	
	Grantor: Schmidt & Roesch				
	Grantee: Henry McPhee				
10/20/1915		Bk 92	P 214		
	Grantor: Henry McPhee				
	Grantee: Margaret Duncan Brown				
July 1965					
	Margaret Duncan Brown death.				713 acres
	Property inherited by descendants: Daugherty & Walker families and divided				
3/4/2024		Rec #851576		SWD	148 acres
	Grantor: Mary Evan Walker et al.				
	Grantee: Round Mountain Ranch V. LLC				

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: Routt County Environmental Health for the Community of Milner and Phippsburg Wastewater Treatment Systems

PRESENTATION DATE: March 3rd, 2026

AGENDA TITLE: MILER AND PHIPPSBURG WASTEWATER SYSTEMS PROJECTS - MOCON CHANGE ORDER NO. 5 & AQUAWORKS CONTRACT EXTENSION NO. 2

ITEM TYPE: ACTION ITEM

REQUEST/ ISSUE & BACKGROUND:

1. Routt County Environmental Health (RCEH) requests the Board of County Commissioners (BCC) consider approval of Change Order No. 5 to the contract with Mocon Pacific, Inc. for the Phippsburg Wastewater Collection System Improvement Project, in the amount of \$14,695.00.

This Change Order reconciles final billing quantities to reflect actual work performed as necessary to line the entirety of the Phippsburg Sewage Collection System. Approval will adjust the total contract amount from \$699,509.01 to \$714,204.61, with no change to the project schedule (project complete).

2. RCEH also requests the BCC consider approval of Contract Extension No. 2 for AquaWorks DBO. Project delays have resulted in the need for continued engineering services to support ongoing construction and administrative needs as outlined in the attached Contract Extension Agreement.

This agreement would result in a net contract increase of \$67,905.00 and a revised total contract amount of \$513,475.00 for Phippsburg, and a net increase of \$125,164.00 and a revised total contract amount of \$631,305.00 for Milner.

RECOMMENDED ACTION (Full Motion Language):

Change Order No. 5 for Mocon Pacific, Inc: Consideration and a motion to approve Change Order No. 5 to the contract with Mocon Pacific, Inc. for the Phippsburg Wastewater Collection System Improvement Project, resulting in a net contract increase of **\$14,695.00** and a revised total contract amount of **\$714,204.61**.

AquaWorks DBO: Consideration and a motion to approve Contract Extension No. 2 to the contract with AquaWorks DBO for the Phippsburg and Milner Wastewater Collection System Improvement Projects, resulting in a net contract increase of **\$67,905.00** and a revised total contract amount of **\$513,475.00** for Phippsburg, and a net increase of **\$125,164.00** and a

revised total contract amount of **\$631,305.00** for Milner.

ALTERNATIVES: Do Not Approve, Request Revisions or Additional Information, Table for a Future Meeting

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): No changes
- **MOCON PBURG:** A NET CONTRACT INCREASE OF **\$14,695.00** AND A REVISED TOTAL CONTRACT AMOUNT OF **\$714,204.61.00**
- **AQUAWORKS:** A NET CONTRACT INCREASE OF **\$67,905.00** AND A REVISED TOTAL CONTRACT AMOUNT OF **\$513,475.00** FOR PHIPPSBURG, AND A NET INCREASE OF **\$125,164.00** AND A REVISED TOTAL CONTRACT AMOUNT OF **\$631,305.00** FOR MILNER.
- FUNDING SOURCE: Water Quality Improvement Fund, DOLA Grant, SRF Grant/Loan, and contributions from Routt County (ARPA).
- SUPPLEMENTAL BUDGET NEEDED: No

LEGAL ISSUES:

Both documents from Mocon and AquaWorks have been reviewed and stamped by the Routt County Attorney's Office.

CONFLICTS OR ENVIRONMENTAL ISSUES:

None

LIST OF ATTACHMENTS:

1. Agenda Communication Form
2. Change Order Form for Mocon, signed by AquaWorks and Mocon Pacific, Inc.
3. Contract Extension No. 2 Agreement from AquaWorks

DEPARTMENT HEAD INITIALS: BSC

DATE: 02/23/2026

Change Order

No. 5

Date of Issuance: February 2, 2026

Effective Date: February 2, 2026

Project: Collection System	Owner: Routt County	Owner's Contract No.:
Contract: Community of Phippsburg Wastewater Collection System Improvement Project		Date of Contract: April 23, 2024
Contractor: Mocon Pacific, Inc		Engineer's Project No.: #

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

See Change Order 5 Summary

Attachments (list documents supporting change):

None

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$512,308.00

Increase from previously approved Change Orders No. 1 to No. 4:

\$187,201.01

Contract Price prior to this Change Order:

\$699,506.01

Increase of this Change Order:

\$14,695.60

Contract Price incorporating this Change Order:

\$714,204.61

Original Contract Times: Working days Calendar days

Substantial completion (date): October 15, 2024

Ready for final payment (date): November 15, 2024

[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A:

Substantial completion (days): N/A

Ready for final payment (days): N/A

Contract Times prior to this Change Order:

Substantial completion (date): June 30, 2025

Ready for final payment (date): July 30, 2025

Increase of this Change Order:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times with all approved Change Orders:

Substantial completion (date): June 30, 2025

Ready for final payment (date): July 30, 2025

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: David J. J...
Contractor (Authorized Signature)

Date: 2/6/2026

Date: _____

Change Order #5 Summary

This Change Order performs reconciles final billing quantities to reflect actual work performed as necessary to line the entirety of the Phippsburg Collection System

						CO5	
		Est Quantity	Unit	Unit Price	Base Bid+COs	Quantity Change	
1	8" CIPP Slip Lining						
	Materials	9,003.00	LF	\$ 17.00	\$ 153,051.00	-337	\$ (5,729.00)
	Clean and CCTV	11,910.40	LF	\$ 10.00	\$ 119,104.00	213.3	\$ 2,133.00
	Liner Installation	9,003.00	LF	\$ 10.00	\$ 90,030.00	-337	\$ (3,370.00)
2	Remove and Replace 8" PVC		EA	\$ 1,200.00	\$ -		
3	Manhole Coating						
	Materials	284.00	VF	\$ 150.00	\$ 42,600.00	35.8	\$ 5,370.00
	Prep of MH	284.00	VF	\$ 100.00	\$ 28,400.00	35.8	\$ 3,580.00
	Coating of MH	284.00	VF	\$ 100.00	\$ 28,400.00	35.8	\$ 3,580.00
CO1-A	MH Investigation T&M	1.00	LS	\$ 20,000.00	\$ 20,000.00		\$ -
CO2-A	Sewer Main Point Repairs (5lf/EA)	3.00	EA	\$ 5,557.67	\$ 16,673.01		\$ -
CO2-B	6" CIPP Slip Lining Materials	2908	LF	\$ 17.00	\$ 49,436.00	246.8	\$ 4,195.60
CO2-C	6" CIPP Lining Installation	2908	LF	\$ 20.00	\$ 58,160.00	246.8	\$ 4,936.00
CO2-D	5ft Barrel Install - MH4	2.00	EA	\$ 7,000.00	\$ 14,000.00		\$ -
CO2-E	18in Barrel Install - MH27A	2.00	EA	\$ 6,200.00	\$ 12,400.00		\$ -
CO2-F	1ft MH Barrel Install - MH27B	1.00	EA	\$ 5,715.00	\$ 5,715.00		\$ -
CO2-G	6in MH Riser Ring Install - MH 11, 12, 27, 31, 34, 35A	7.00	EA	\$ 2,200.00	\$ 15,400.00		\$ -
CO3-A	MH Pavement Patchback	1.00	LS	\$ 4,000.00	\$ 4,000.00		\$ -
CO3-B	T-Hat Service Repair Mobilization	1.00	LS	\$ 3,000.00	\$ 3,000.00		\$ -
CO3-C	T-Hat Service Repair	3.00	EA	\$ 4,500.00	\$ 13,500.00		\$ -
CO3-D	MH Infiltration Bowl Insert	2.00	EA	\$ 320.00	\$ 640.00		\$ -
	Subtotal				\$ 674,509.01		\$14,695.60
4	Mobilization	1.00	LS	\$ 15,000.00	\$ 15,000.00		
5	General Conditions	1.00	LS	\$ 10,000.00	\$ 10,000.00		
	Total				699,509.01		\$714,204.61



3252 Williams Street
Denver, Colorado 80205
(303) 477-5915
www.aquaworksdbo.com

Mr. Scott Cowman
Routt County Environmental Health
136 6th Street, Suite 201
Steamboat Springs, CO 80487

January 14, 2026

RE: Contract Extension #2 to Wastewater Treatment Engineering Services Agreement

Dear Mr. Cowman:

AquaWorks DBO is currently under contract to provide design and construction engineering consulting services to Routt County for the Milner and Phippsburg WWTP projects. These services include permitting, final design, and construction engineering services for the 32,500 GPD (Milner) and 30,000 GPD (Phippsburg) facilities.

Existing Contracts:

The following are the current contract amounts between AquaWorks DBO and the County:

	Milner	Phippsburg
Original Agreement:	\$443,641	\$383,070
Extension #1:	\$62,500	\$62,500
Total:	\$506,141	\$455,570

Additional Services:

During the execution of the work, scope creep occurred due to an extended project duration caused by contractor delays, issues with concrete coatings, and the need to resolve deficiencies with the Newterra equipment, which was not ready upon delivery. A portion of the existing budget was used to address this out-of-scope work.

Therefore, we propose a contract extension to cover the costs of the following remaining items:

Administrative Tasks:

- Final payroll certification review, including Duckels Construction and XField Services
- AIS final documentation and engineer certification
- Finalization of field reports, including photo integration and transcription of field book notes
- As-built redlines, drafting, review, and finalization
- Review of the 10 remaining pay applications from Duckels Construction, Mocon Pacific, Jimador Fencing, and P&A Pump
- Change order processing for Mocon Pacific and Duckels Construction

Approved as to form
2.7.26

Mr. Scott Cowman
January 14, 2026

- Scott Smith/Newterra support and ongoing O&M package development, including:
 - General coordination
 - Generator sequence restart programming
 - Exterior receptacle installation
 - Alarm notification coordination
 - Preparation of an annual maintenance/parts replacement guidance spreadsheet
- Punchlist and warranty checks, including:
 - Milner MH2 lift station
 - Influent lift station flow meter wiring
 - Milner B3901 pressure gauge installation
 - Milner MH seal
 - Milner MH1.5 overflow pipe installation
 - Phippsburg generator
 - Power meter monitoring for Milner/Phippsburg with Newterra
 - Phippsburg 300 pump replacement
 - Coatings inspection
 - Phippsburg B501 oil/grease monitoring
 - Any additional items that arise
- Support as needed for neighboring community concerns, information requests, and CORA responses
- YVEA project closeout
- Preparation of recommendations for seeking cost reimbursement from Newterra for equipment-related issues

Construction Tasks:

- Coordination, submittal review, and oversight of the Phippsburg influent screen/headworks retrofit
- Topsoil placement and revegetation of the Phippsburg overflow pond
- Removal of the old Milner electrical panel board and power feed

Contract Extension:

To date, AquaWorks has submitted invoices exceeding the contracted amounts by \$97,664 for Milner and \$40,405 for Phippsburg. We anticipate an additional \$27,500 in services for each system to complete the remaining tasks described above.

The proposed Extension #2 and revised totals are:

	Milner	Phippsburg
Original Agreement:	\$443,641	\$383,070
Extension #1:	\$62,500	\$62,500
Extension #2:	\$125,164	\$67,905
Total:	\$631,305	\$513,475

All terms and conditions of the original agreement shall remain in effect under this extension.

Sincerely,

Mr. Scott Cowman
January 14, 2026



Adam Sommers, P.E.

Authorized:

By:

Date:

ROUTT COUNTY BOARD OF COMMISSIONERS

COMMUNICATION FORM

DEPARTMENT/ORGANIZATION: County Manager

PRESENTATION DATE: March 3, 2026

AGENDA TITLE: Discussion on Routt County Grant to the Yampa Valley Housing Authority

ITEM TYPE: DIRECTION

REQUEST/ ISSUE & BACKGROUND:

On November 1, 2022, the BCC unanimously approved a \$1,000,000 grant to the Yampa Valley Housing Authority (YVHA) for the design and engineering of phase 1A of Brown Ranch for a term beginning November 1, 2022, and ending December 31, 2023.

YVHA did not spend the full amount of the awarded grant funding. Under the current grant agreement, any unused funds must be returned to the County. If the Board of County Commissioners wishes to allow YVHA to retain the remaining funds, approval of a new grant agreement will be required.

RECOMMENDED ACTION (Full Motion Language):

No motion required. Give staff directions on next steps.

ALTERNATIVES:

N/A

FISCAL IMPACTS:

- PROPOSED REVENUE (if applicable): \$0
- CURRENT BUDGETED AMOUNT: \$0
- PROPOSED EXPENDITURE: \$0
- FUNDING SOURCE: N/A
- SUPPLEMENTAL BUDGET NEEDED: N/A

LEGAL ISSUES:

CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

LIST OF ATTACHMENTS:

1. YVHA Aid to Agency Grant Agreement
2. YVHA County Grant Email

DEPARTMENT HEAD INITIALS: JH

DATE: 2/23/2026

AID TO AGENCY GRANT AGREEMENT

This Agreement is entered on Nov. 1, 2022 by and between the BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ROUTT, STATE OF COLORADO, hereinafter referred to as the County, and the Yampa Valley Housing Authority, hereinafter referred to as the Contractor.

WHEREAS, the County provides funds for public and non-profit organizations as grant-in-aid agreements and contract-for-service agreements; and

WHEREAS, the Contractor provides necessary services which benefit the citizens of Routt County, which services are deemed necessary by the County, though not mandated by statute; and

WHEREAS, the Contractor has requested funds in accordance with the requirements of the County with regard to the budget (the "Application") and has received approval of said Application.

NOW THEREFORE, IT IS AGREED by and between the County and the Contractor as follows:

1. After Contractor completes the requirements in Paragraph No. 2 below, the County agrees to provide the Contractor the sum of One Million dollars (\$1,000,000) upon the receipt of an invoice (the "Funds").
2. Contractor shall submit the following reports/documents to the County Manager, BOCC Administration:
 - a. A financial report for the prior calendar or fiscal year, if it was not provided with the request. An audited or reviewed financial statement is the preferred presentation. Otherwise the financial report should provide information on all program revenues and all program expenditures by major cost category.
 - b. Certificate of Insurance as described below in Paragraph No. 7.
 - c. Proof of the agency's not-for-profit status.
 - d. Three signed copies of this Agreement.
 - e. An invoice for One Million dollars (\$1,000,000).
3. Contractor shall not discriminate against any employee, applicant for employment, or applicant for, or recipient of services, because of disability, race, creed, color, sex, sexual orientation, religion, age, national origin, or ancestry.
4. Contractor shall indemnify and hold harmless the County and its officers, agents and employees from and against any and all claims, damages, losses, injuries, and expenses including attorneys' fees, arising out of or in any way relating to the performance of the grant-funded services or the receipt or expenditure of the funds by the Contractor.
5. Contractor, and its officers, agents and employees, shall be considered for all purposes of this Agreement, to be independent contractors and not officers, employees or agents of the County.
6. Contractor shall only use the funds for the purposes identified in the request submitted or presented by the Contractor and accepted by the County as well as EXHIBIT A hereto. Said request and EXHIBIT are incorporated by this reference as if fully set forth herein. To the extent that any of the funds are not expended for an authorized purpose by January 31 of the year after the funds are received, or such extended time as may be approved in writing by the County, any such funds above \$5,000 shall be returned to the County.

7. The Contractor shall maintain insurance to protect the Contractor and the County against any and all claims and demands arising from injury to person or property due to any act or omission of the Contractor, its agents or employees, in the operation of the work pursuant to this Agreement. Minimum limits for public liability and property damage insurance required are as follows:

Commercial Liability

- One person \$1,000,000
- One accident \$1,000,000

Certificates of insurance must name the County as an additional insured for the work pursuant to the Agreement. The Contractor shall, prior to commencing services, deliver to the County Certificates of Insurance as evidence that policies providing any and all required coverages and limits are in full force and effect. The requirements of this provision shall apply to the Contractor and to all subcontractors. Contractor is responsible for obtaining certificates of insurance from any subcontractors performing work for the Contractor pursuant to this Agreement.

8. The term of this Agreement shall be from Nov. 1, 2022 through December 31, 2023. Additionally, this Agreement may be terminated in writing by either party upon 30 days written notice. The Contractor shall not be relieved of liability to the County for any damages sustained by the County by virtue of any breach of this Agreement by the Contractor, and the County may withhold any payment to the Contractor for the purpose of settlement until such time as the exact amount of damage due to the County from the Contractor is determined.
9. This Agreement may be modified only in writing upon mutual agreement of the parties.
10. Contractor shall immediately notify the County of any inability by the Contractor to meet its financial obligations or to provide services or of any other special problem that may affect the terms of this Agreement.
11. Contractor understands and agrees that if any of the funds are used for a purpose that is not authorized by this Agreement, the County may require Contractor to reimburse such funds to the County.
12. Nothing in this Agreement shall give or allow any claim or rights of action whatsoever to any third party, including, but not limited to, any agents or contractors of Contractor.
13. The rights, or any parts thereof, granted to the parties by this Agreement, shall not be assigned unless with the prior written consent of the non-assigning party.
14. Pursuant to C.R.S. Section 29-1-110, as amended, the financial obligations of the County as set forth herein after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise available.
15. This Agreement constitutes the entire agreement of the parties hereto. The parties agree that there have been no representations made regarding the subject matter hereof other than those, if any, contained herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

ROUTT COUNTY

By: B. Melton
Chair, Board of County Commissioners
(Or authorized representative)
Date: 11/1/2022

CONTRACTOR

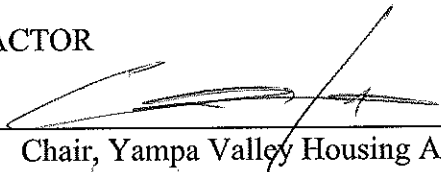
By: 
Chair, Yampa Valley Housing Authority
Date: 10/27/22

Exhibit A

The County Funding is for designing and engineering of phase 1A of Brown Ranch. The use of the funds is for following Items:

<u>Phase 1A Design Fees</u>		<u>Notes</u>					
Permitting, platting and entitlements	\$ 820,000	25% of Landmark estimate dated May 19, 2022					
Overlot grading and road design	\$ 909,500	5% of Landmark estimate dated May 19, 2023					
Drainage and storm sewer design	\$ 219,000	10% of Landmark estimate dated May 19, 2024					
Water distribution system design	\$ 216,000	10% of Landmark estimate dated May 19, 2025					
Sanitary sewer collection system design	\$ 97,000	10% of Landmark estimate dated May 19, 2026					
Energy delivery system design	\$ 396,000	500/2300 of the Feeder and Distribution design estimate from YVEA					
US Highway 40 intersection design	\$ 250,000	10% of Landmark estimate dated May 19, 2026					
subtotal	\$ 2,907,500						
Inflation contingency (10%)	\$ 290,750	Because everything will cost more next year					
Design contingency (10%)	\$ 290,750	Because we don't know what we don't know					
YVHA Staff overhead (15%)	\$ 436,125	Staffing necessary to oversee design process					
Total	\$ 3,925,125						
<u>Revenues</u>		<u>Notes</u>					
Routt County Grant	\$ 1,000,000	Decision 8/23/22					
DOLA Grant	\$ 750,000	Grant application due 9/1/22					
Colorado Health Foundation Grant	\$ 1,350,000	Request pending					
YVHA Development Funds	\$ 900,000	Private Philanthropic support needed					
Total	\$ 4,000,000						


From: [Jay Harrington](#)
To: [Jennifer Parent](#)
Subject: FW: Routt County ARPA grant 2022
Date: Monday, February 23, 2026 9:03:47 AM
Attachments: [image002.png](#)

From: Emily Katzman <ekatzman@yvha.org>
Sent: Friday, January 30, 2026 1:51 PM
To: Jay Harrington <jharrington@co.routt.co.us>
Subject: RE: Routt County ARPA grant 2022

Hi Jay,

YVHA has spent \$347,498.56 total on the scope of work in the grant agreement. \$283,378.89 in expenses were paid for by the Routt County grant, and \$64,119.67 in expenses were paid for by an EIAF grant. We've worked with DOLA to get extensions on the EIAF grant the past two years, so no funding has been turned back to other entities to date. We're hopeful that we can get some technical work done on Brown Ranch this year that could apply to the grant scope, pending progress made by the BR Community Solutions process with the city and county.

Thanks,
Emily

 <p data-bbox="219 1318 646 1358"><i>"Housing is the foundation for building strong and thriving communities."</i></p>	<p>Emily Katzman Development Project Manager 270 Anglers Dr. Steamboat Springs, CO 80487 Office : 970-870-0167 x 103 www.yvha.org</p>
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In accordance with the Colorado Open Records Act (CORA), all messages sent by or to me on this government-owned e-mail account may be subject to public disclosure.



MEMORANDUM

TO: Routt County Board of County Commissioners

FR: Jason Peasley, YVHA Executive Director

RE: Request to retain grant funds

DA: February 24, 2026

Yampa Valley Housing Authority (YVHA) is requesting to retain \$500,000 of the remaining grant funds awarded in November 2022 and to extend the grant deadline to March 1, 2028. To date, YVHA has expended \$283,378.89 of Routt County grant funds on Brown Ranch design and engineering, the scope of work described in the grant agreement. Since the March 2024 annexation vote stalled the project, YVHA has not yet been able to complete this scope of work.

The next practical step in the development of Brown Ranch is to revive technical work. YVHA proposes using this grant funding to advance planning, engineering, pro forma development, and the creation of various development scenarios to inform the next round of community engagement. These scenarios could include different scale, density, product type, community amenities, phasing, and funding strategies. This work would be used to support meaningful community engagement and informed decision making.

The proposed scope of work would specifically include the following. Please note that some of these tasks will be iterative, and tasks are not necessarily in sequential order.

Planning & Engineering

To further planning and engineering, YVHA can leverage the existing work that has been completed, which includes subsurface geotechnical investigation, cut and fill analysis, studies of existing electrical, water, and wastewater infrastructure capacities, a traffic impact study and more. The work product that remains relevant will be utilized, and other work will be updated as needed. The goal of this work is to understand the constraints and opportunities regarding on and offsite infrastructure needs to refine costs and ultimately help determine a scale of development that meets all feasibility metrics, as determined through further community engagement.

Engineering

- Analyze the constraints and capacity of existing water infrastructure and revise Water Demand Report

- Update capacity analysis for electrical infrastructure
- Update capacity analysis for wastewater infrastructure
- Assess offsite infrastructure requirements and triggers for each
- Update the geothermal study and further define costs with a comparative analysis of alternatives, including natural gas
- Update Traffic Impact Study for various plan/phasing iterations
- Update subsurface geotechnical investigation
- Update Master Drainage Study
- Provide schematic site design and civil engineering plan to align with site planning efforts
- Provide diagrammatic roadway/intersection design plans
- Update diagrammatic plans for future roadway and utility connections
- Provide diagrammatic drainage and utility plans
- Provide comprehensive cost analysis of the community infrastructure for each of the community scale and phasing alternatives

Planning

- Through community engagement (either Community Solutions Project or other), identify metrics to evaluate various development scenarios
- Analyze housing need/demand that could be met through various product type at Brown Ranch
- Assess “end user” affordability of various product types and density scenarios
- Design site plans that include residential, non-residential, civic and recreational land uses.
- Analyze demand and feasibility for potential non-residential uses (retail, institutional, etc.)
- Quantify parking requirements and costs for each development scenario

Vertical Product Analysis

- Analyze affordable housing product options (number of units, multi-family vs. single-family, deed restrictions, etc.)
- Provide high-level vertical construction estimates (multi-family, single-family, duplex, townhome, etc.) to inform planning scenarios, alignment with community needs, community design, etc.
- Develop architectural concepts and design considerations

Pro Forma Scenarios and Financing Strategy

- Work with earthwork contractor to refine infrastructure cost estimates
- Work with multifamily and single family builders to provide estimating services to refine vertical development costs
- Develop a detailed pro forma that can be used as a dynamic tool for analyzing development scenarios and sensitivity testing
- Identify financing options and potential capital sources
- Commission an overall Fiscal Impact Study

Estimated Budget for proposed scope of work

Task	Cost
Planning/Architecture	\$ 205,000
Engineering	\$ 235,000
Construction Cost Estimating	\$ 40,000
Financial Analysis	\$ 85,000
Third Party Reports	\$ 120,000
Program Management	\$ 50,000
Total	\$ 735,000
Contingency (15%)	\$ 110,250
Total	\$ 845,250

Note: YVHA is requesting to retain \$500,000 in grant money to support the estimated \$845,250 scope of work.