

**MEETING MINUTES**  
**GRAND COUNTY BOARD OF COUNTY COMMISSIONERS**  
**GRAND COUNTY DEPARTMENT OF SOCIAL SERVICES**  
**GRAND COUNTY BOARD OF HEALTH**  
**GRAND COUNTY HOUSING AUTHORITY**

October 6, 2020

Present: Commissioner Richard D. Cimino, Commissioner District 1  
Commissioner Merrit S. Linke, Commissioner District 2  
Commissioner Kristen Manguso, Commissioner District 3 - Chair

Also Present: County Clerk and Recorder Sara L. Rosene  
County Manager Katherine McIntire  
County Attorney Chris Leahy  
Assistant County Attorney Maxine LaBarre-Krostue

Those present recited the Pledge of Allegiance.

Commissioner Linke moved to approve the Minutes of the Regular Board of Commissioners meeting of September 8, 2020 as presented.

The motion passed unanimously.

Commissioner Linke moved to approve the Minutes of the Regular Board of Commissioners meeting of September 1, 2020 as presented.

The motion passed unanimously.

Finance Department

Finance Director Curtis Lange presented the Check Register and Expenditure List to be paid on October 7, 2020, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the checks presented on October 6, 2020 for payment on October 7, 2020 for the Grand County Housing Authority.

The motion passed unanimously.

Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on October 7, 2020, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner Cimino moved to approve the vouchers presented on October 6, 2020, for payment on October 7, 2020, for the Grand County Board of Social Services.

The motion passed unanimously.

Commissioner Cimino moved to approve the interfund transfers, wire payment and vouchers presented on October 6, 2020, for payment on October 7, 2020 for Grand County.

The motion passed unanimously.

Commissioner Linke moved to approve the Services Contract between Hinkle & Company PC and the Grand County Housing Authority for auditing services for three years.

The motion passed unanimously.

Commissioner Linke moved to approve the Services Contract between Hinkle & Company PC and Grand County for auditing services for a period of five years.

The motion passed unanimously.

**REVENUES**

Sales and Lodging taxes, Building and Short-Term Rental fees, and Highway Users taxes are all expected to be lower than originally budgeted for 2020. Sales taxes are projected to be 95% of the budgeted level and Lodging taxes are projected to be 80% of the annual budget. Building permits are projected to be 80% of the original budget amount. Short-Term Rental renewals are projected to be 100% of the budgeted level. Highway User Taxes are projected to be slightly lower than budgeted for 2020. Airport reimbursements for projects are projected to be increased from 95% to 100% of costs. Federal Cares Act reimbursements for COVID 19 expenses estimated to be \$700k.

	Current expected	2020 Budget
Sales tax	\$ 6,868,500	\$ 7,230,000
Lodging tax	\$ 969,000	\$ 1,292,000
Building permits	\$ 749,360	\$ 936,700
Short-term rental fees	\$ 136,300	\$ 136,300
Clerk & Recorder	\$ 800,000	\$ 800,000
Airport project reimbursements	\$ 4,849,000	\$ 4,624,000
Highway Users tax	\$ 1,909,000	\$ 2,009,000
Cares Act Reimbursement	\$ 638,789	\$ -
Total	\$ 16,919,949	\$ 17,028,000

Revenue Expected to be lower \$109k in 2020

EXPENDITURES in excess of budget per month

	Spent 3/14 thru 10/6	Projected Monthly	Expected Costs thru 12/31
COVID-19 non- budgeted personnel	\$ 290,697	\$ 18,299	\$ 345,595
Grand Foundation Business Grant Program & PPE	\$ 130,000	\$ -	\$ 130,000
Grand County Rural Health - Covid-19 tests	\$ 10,000	\$ -	\$ 10,000
County OT (predominately PH & Sheriff thru 9/18)	\$ 18,224	\$ 1,913	\$ 23,961
Other Operating expenses	\$ 106,733	\$ 7,500	\$ 129,233.29
Totals	\$ 555,654	\$ 27,712	\$ 638,789

Expenditures expected to be higher \$639k  
 Expected effect to 2020 budge (\$748k)

Projected Budget Deficits and Postponed or Eliminated Operations and Projects

Projected County wide effects to Fund Balance	\$ (748,000)
Add back Restricted Funds using restricted fund balance to cover deficits	
Lodging taxes	\$ 323,000
Open Lands, Rivers and Trails	\$ 83,423
Use TABOR emergency reserve for COVID-19 unbudgeted expenditures	\$ -
Less Restricted Funds using surplus to cover costs	
Airports - FFA increased project funding to 100%	\$ (285,000)
Total budget shortfall less restricted funds	\$ (626,577)
% Unrestricted fund balance of operating budget	32%
Postponed or Eliminated Operations and Projects	
Hiring freeze projected savings	\$ 500,000
Excess Hire Lag savings over budget	\$ 420,500
Pay plan consultant cancelled	\$ 40,000
Windy Gap pumping plan cancelled	\$ 35,000
Internship program cancelled	\$ 25,000
Total Budget Shortfall less restricted funds and these projects	\$ 393,923
% Unrestricted fund balance of operating budget	37%

2020 Operating Expenditure Budget	\$ 20,000,000
2019 Estimated Unrestricted Fund Balance	\$ 7,000,000
Total Budget Shortfall less restricted funds and above projects	\$ 393,923
Projected Unrestricted Fund Balance	\$ 7,393,923
	37%

Commissioner Linke moved to approve the contract amendment for the CYDC Contract in the amount of \$118,561 as presented by Kelly Friesen.

The motion passed unanimously.

Commissioner Linke moved to approve Contract Change Order No. 3 for McElroy Field Airport for Contractor United Companies in the amount of \$820 as presented by Josh Schroeder.

The motion passed unanimously.

Commissioner Cimino moved to approve the First Amendment to the Construction Contract between Oldcastle SW Group, Inc., dba United Companies and Board of County Commissioners in the amount of \$40,450.28 for additional asphalt work done at Country Rd 610 as presented by Chris Bear.

The motion passed unanimously.

Commissioner Cimino moved to approve the CORE services contract for intensive family services and play therapy for child welfare involved families between Grand County Board of Human Services and 2<sup>nd</sup> Star Counseling / Kathryn Raley, LPC in an amount not to exceed \$6,000.

The motion passed unanimously.

Commissioner Cimino moved to accept the Grand County Abstract of Assessment for 2020.

The motion passed unanimously.

Commissioner Cimino moved to approve the Agreement for Shared WIC services with Summit County Public Health in an amount not to exceed \$6,390.75 as presented by Public Health Nurse Brene Belew-LaDue.

The motion passed unanimously.

### Board of Health

Commissioner Manguso announced that the Board is sitting as the Board of Health.

There are cases in Kremmling and there is an outbreak at a church congregation in the Granby area.

Commissioner Manguso announced that the Board is sitting as the Board of County Commissioners.

Commissioner Linke moved to approve Resolution No. 2020-6-27, "A RESOLUTION APPROVING THE AMENDED FINAL PLAT, AMENDED LOT 4A AND Lot 6A, GRAND COUNTRY VILLAGE, A RE-PLAT OF LOTS 4, 5, 6, AND 7, GRAND COUNTRY VILLAGE RECEPTION NO. 107531, SECTION 4, TOWNSHIP 1 SOUTH, RANGE 76 WEST OF THE 6<sup>TH</sup> P.M., COUNTY OF GRAND, STATE OF COLORADO" and authorize the Chair to sign all applicable documents.

The motion passed unanimously.

Commissioner Cimino moved to approve the renewal of the Medical Marijuana Infused Product Manufacturer License for RM Concepts, LLC.

The motion passed unanimously.

Commissioner Cimino moved to approve a letter of appreciation to Sally Blea thanking her for 19 years of service to the Grand County Planning Commission.

The motion passed unanimously.

Commissioner Cimino moved to approve letter support to the State Trails Committee Colorado Parks & Wildlife for the HTA Fall Grant Application. If received, the funds will be used for the Phases Trail System in Tabernash.

The motion passed unanimously.

Commissioner Cimino moved to approve a letter of support for the Himebaugh Property Grant Application by the Town of Hot Sulphur Springs for grant funds to help purchase the Himebaugh Property.

The motion passed unanimously.

County Manager Kate McIntire presented the weekly update.

Commissioner Cimino moved to approve the 2020 Memorandum of Understanding between County of Grand, state of Colorado, by and through its Board of County Commissioners and Headwaters Trail Alliance in the amount of \$26,500 for Grand County Emergency Blowdown Mitigation as presented.

The motion passed unanimously.

### Board Business

The Board noted that Merrit Linke is on the Agriculture committee of NACO and Rich Cimino is on the NACO Tourism Committee.

The Board acknowledge receipt of a letter thanking the Grand Lake Fire Protection District's medical personnel for their exemplary work.

October 12 The Board will attend a workshop with the Town of Grand Lake

Commissioner Linke moved to accept the recommendation of the Grand County Insurance Committee to partner with EBMS to provided medical administration for 2021.

The motion passed unanimously.

### Consent Agenda

Resolution No. 2020-9-15, “A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO TO EXECUTE A SERVICE AGREEMENT AND A BUSINESS ASSOCIATE AGREEMENT BETWEEN WAKEFIELD & ASSOCIATES, INC. AND THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO FOR EMS COLLECTION SERVICES”

Resolution No. 2020-9-16, “A RESOLUTION APPROVING AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO, SITTING AS THE GRAND COUNTY BOARD OF HUMAN SERVICES, TO EXECUTE CONTRACT AMENDMENT #4 BY AND BETWEEN THE STATE OF COLORADO, DEPARTMENT OF HUMAN SERVICES AND THE GRAND COUNTY BOARD OF HUMAN SERVICES FOR THE PROMOTING SAFE AND STABLE FAMILIES PROGRAM GRANT”

Resolution No. 2020-9-17, “A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO APPROVING THE REAPPOINTMENT OF JEREMY KRONES AND MARCUS DAVIS AS REPRESENTATIVES TO THE GRAND COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES”

Resolution No. 2020-9-18, “A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GRAND, STATE OF COLORADO APPROVING A RECOMMENDATION TO AWARD OPEN LANDS, RIVERS AND TRAILS GRANT FUNDS TO HEADWATERS TRAILS ALLIANCE FOR EMERGENCY BLOWDOWN MITIGATION FOR HIGH LONESOME TRAIL, MONARCH LAKE, AND JIM CREEK TRAILS”

Commissioner Cimino moved to approve Consent Agenda.

The motion passed unanimously.

Commissioner Linke moved to approve Resolution No. 2019-11-36, A RESOLUTION APPROVING THE AMENDED FINAL PLAT AMENDED TRACT 1 & AMENDED TRACT 2, ENGEL SUBDIVISION EXEMPTION BEING A REPLAT OF TRACTS 1 & 2 ENGLE SUBDIVISION EXEMPTION RECEPTION NO. 115969 SITUATED IN THE SECTION 18, TOWNSHIP 1 SOUTH, RANGE 76 WEST OF THE 6<sup>TH</sup> P.M., COUNTY OF GRAND, STATE OF COLORADO” and authorize the Chair to sign all applicable documents.

The motion passed unanimously.

### Public Hearing – Road & Bridge, OHV Hearing for GCRs 5, 50, 50S, 72, 73 and 8 and Snowmobile Hearing for GCRs 479 and 480

Commissioner Linke moved to continue the OHV Hearing for GCRs 5, 60, 50s, 72, 73 and 8 and Snowmobile Hearing for GCRs 479 and 480 to October 20, 2020 at 2:00 p.m.

The motion passed unanimously.

### Fire Update

Sheriff Brett Schroetlin recommends that the County stay in Stage 2 Fire Restrictions.

The Forest Service is looking at a revision to the closure order.

### Grand County Housing Authority Board Meeting

Commissioner Cimino announced that the Board is sitting as the Grand County Housing Authority.

Commissioner Cimino noted that he understands that the Town of Fraser will not be partnering on the LIHTC project. Grand County would like to see the project go through.

Clark Lipscomb asked if the Grand County Housing Authority would like to participate on the same terms as the Town of Fraser Housing Authority. If the Grand County Housing Authority wants terms that are more expensive to the project, then that will need to be discussed.

Grand County wants to move forward with the project. The County needs to hire a LIHTC (Low-Income Housing Tax Credit) lawyer.

Grand County will set a goal of two weeks to get the County portion complete.

The deal that the project had in place with Fraser was going to work. Mr. Lipscomb would like the same deal with the County.

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this 1<sup>st</sup> day of December 2020.

---

Kristen Manguso, Chair

Attest:

---

Sara L. Rosene, Clerk and Recorder