

City Manager's Report

City of Steamboat Springs

1/3/2018

For the 1/9/2018 meeting

From the City Manager

Zucker Report progress

Work has begun to implement recommendations from the report on Planning Development Process Improvement provided by Zucker Systems. I am working on Best Practices with Planning and Engineering and have several meetings coming up on the topic.

The implementation plan calls for a variety of improvements, including but not limited to policy changes and enforcement, but also soft- and hardware purchases, staffing increases, and other expenditures, which we will bring to council after verifying the need.

Cen\$ible Energy report

The City of Steamboat Springs contributed \$10,000 to the Cen\$ible Energy rebate program in 2017. Their annual report is attachment 1.

The program, administered by the Yampa Valley Sustainability Council, requested the same amount in 2018 and is budgeted accordingly.

Multi-Purpose Facility

We have a signed MOU agreement with the Craig-Scheckmans. It took multiple meetings with many parties in order to develop an agreement to which everyone could consent. The donors generously provided the city with a check for \$375,000 of the \$1 M agreed upon donation, in order for them to take advantage of the Enterprise Zone tax credit before year-end. We will be meeting with the donors to work out any additional details and logistics, especially with regards to the private fundraising activity. We have good momentum on this project, yet there are still a number of hurdles to clear.

We will keep City Council informed as we move forward and will schedule this as an agenda item under Community Reports later in January or early February, after the Parks and Recreation Commission has addressed the naming rights matter.

Kudos!

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Kudos to the Finance Team (particularly Kim Weber and Greg Nepl) for producing the 2016 Comprehensive Annual Financial Report (CAFR), which qualifies for the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting! The certificate is the highest form of recognition in governmental accounting and financial reporting.

A huge shout out goes to Emily Hines, who single handedly issued tickets to the majority of skiers hitting the slopes and trails in the first several hours of the New Year's Eve Day Ski Free event.

John Overstreet will be named the University of West Florida's Outstanding Rec Sports Alumni award recipient at the upcoming NIRSA (National Intramural-Recreational Sports Association) conference on March 6, 2017. Congratulations John!

Haymaker Golf Course Management

As a follow-up to my last report, you may have noticed the city has advertised for a full-time Head Golf Professional to oversee the general operation and administration of the Haymaker Golf Course. According to our pro-forma (which was reviewed by the Golf Management Committee (GMC)), we should be able to take this previously contracted position in-house at little or no extra cost. We are also looking to outsource the pro-shop merchandising and are discussing that with the GMC on January 10. We will keep you updated as we move forward with these changes.

Also, while discussing Ordinance No. 1567 (forming the Golf Management Committee) with the Golf Management Committee, we discovered several ambiguities and potential conflicts with the City Charter and Municipal Code. Dan Foote will bring this forward at a later date for clarification and “clean-up”.

Ski Free at Howelsen

The counts for the New Year’s Eve Ski Free Sunday are in! It was a really big day with lots of smiles. A good mix of locals and visitors, 872 people total, took advantage of the event; 831 of them for Alpine, and 41 used the Nordic trails.

From the Departments

Public Works

- Flight operations at Bob Adams Airport recorded 445 aircraft operations for the month. 3163 gallons of 100LL and 4515 gallons of Jet-A were sold with 120 aircraft fueled. This compares to 246 aircraft operations, 1723 gallons of 100LL and 3077 gallons of Jet-A sold with 74 aircraft fueled for the same time period in 2016.
- The FAA requires airports to report the number of their based aircraft on an annual basis (based aircraft are aircraft that call the airport their “home”). There are currently 74 (including 11 part-time) aircraft based at Steamboat Springs Airport. This is up from 61 in 2016.
- Staff is currently preparing all of the 2018 Hangar Ground Leases for signature and mailing.
- The Airport hosted 5 Black Hawk helicopters from Fort Carson with 35 soldiers on board for a training flight (see photo below). They provided an interview for the Steamboat Today and were a featured cover page story. The crews enjoyed lunch at Rex’s before returning to the Front Range.



- Engineering hosted a public outreach information and training session specifically targeted at improving relationships with the private development and contracting community. The event was well attended by 35 members of the community, including engineers, general contractors, and architects. The event focused on process improvements implemented over the last year, including permit consolidation and clarification related to work within public rights of way, the development of stormwater permit review checklists for sites over one acre, and integration of standards variance review into the community development review procedure. Relevant staff members also shared information in the areas that seemed to be a source for confusion over the past year, including project close out procedures, stormwater permitting, and state reporting requirements for stormwater detention facilities to name a few. In addition, staff arranged for a presentation related to concrete flatwork finishing techniques by Dr. Jon Belkowitz from Intelligent Concrete in order to further knowledge and improve infrastructure quality within the valley. The event was hosted at no charge to the public.
- The Outdoor Lighting Task Force, a group comprised of four staff members of Yampa Valley Electric Association (YVEA) and

three City staff members from various departments, held a meeting to discuss ongoing needs related to overlap in responsibilities between YVEA and the City pertaining to outdoor lighting. These meetings occur quarterly. The group discussed ongoing replacement procedures and lighting needs for construction projects planned for 2018. YVEA is identifying new LED lighting fixtures to replace the current standard lights found throughout town, mounted to wooden poles at intersections and on the tall metal poles along US40. In addition to reducing energy consumption, the new fixture types are planned to be dark sky compliant. The group will continue to meet in order to develop procedures for conversion of existing fixtures and will report back as necessary.

- Staff is working to renew for another year the contract with Ralph Walton to continue to serve as the Steamboat Springs Redevelopment Authority Project Manager for 2018. As this will be a busy year at the base area in terms of planned construction, staff has developed a specific work plan including target dates for completion of each of those tasks. Staff will be closely monitoring the timely execution of each of those project milestones.
- Staff continues to monitor compliance of the back-in diagonal parking spaces. There are currently three locations along Yampa

Street with back-in diagonal parking based on the final layout of the Yampa Street improvements. One is across the street from Steamboat Meat and Seafood on the core trail side of the street, another is in front of Mountain Tap Brewery, and the third is in front of Workman/Lion's Park. Of the three locations, one is not achieving the desired compliance rate of 85%; that location is in front of Workman/Lion's Park (48%). Yampa Street will be repaved and new pavement marking placed in May/June 2018. If current compliance rates hold, the parking arrangement in front of Workman/Lion's will be restriped as front-in diagonal parking. As a result, the bike lane will need to be removed adjacent to that location. Staff will continue to monitor compliance rates to evaluate striping plans for Yampa Street prior to spring.

- The Streets Superintendent and the Streets Supervisor met with the Arts Council to discuss the placement of Snow Sculptures for the 2018 Winter Carnival.
- During the snow storm that occurred the final week of December, 2017, streets crews removed 10,386 cubic yards (577 truckloads) of snow from the downtown area, City-owned parking lots, alleys, and Ski Time Square.
- The Wastewater Treatment Plant treated 66.9 million

gallons of wastewater in December 2017 (down 2% from December 2016).

- We will be constructing a fourth digester in the summer of 2018. Staff conducted a 30% design meeting with the engineering consultant (CH2M). The project will be put out to bid late this winter/early next spring.
- The Steamboat II Lift Station replacement project is nearly complete. The lift station will be ready to use once some electrical and control wiring is completed, which should occur within the next couple of weeks. Once all work is complete, staff will provide project data including budget vs. actual cost, schedule, etc.
- Water crews spent 65 hours on fire hydrant preventative maintenance and inspections.
- Engineering design for the Riverside water main replacement project has begun and will be in progress over the winter.

Parks and Community Services

- Howelsen staff is close to completing snow making on ski area terrain. Snow making will continue as time and staffing allows for Winter Carnival needs.
- Lift operators are still needed for weekend lift operations.

- Howelsen hosted several events since opening:
 - * Nordic Combined Winter Start 12/2-12/3/2017
 - * Alpine Snowboard Race 12/8-12/10/17
 - * Continental Cup Nordic Combined 12/15-12/17/17
 - * Holiday Classic Slalom Race 12/20-12/22/17
- Free Ski Sundays began on 12/17/2017.
- Training for Winter Sports Club occurs every day.
- Parks staff recently attended the Rocky Mountain Regional Turf Grass Conference in Denver to learn about current and new trends within the industry.
- Staff will be working on crafting RFP language that meets the desired collaborative process between the River Queen support group, the Creative Arts District and any other interested parties. Proposed language will be brought back to the Parks and Recreation Commission for endorsement prior to moving forward.
- River work is complete on the Stockbridge River Access Improvements and Bank Stabilization project. Staff will work to close the Great Outdoors Colorado grant in early 2018.

Transit Snapshot

- Although Steamboat Springs Transit (SST)

passed the 100,000 passenger mark for December, ridership lags behind last winter by 16%. During the 2017 winter season, we have only had two days where this year's passenger count exceeded the passenger count for the same day last year. SST saw an uptick in ridership during the Christmas – New Year's week, but is averaging about 1,200 passengers per day below last year.

- Cost per passenger is \$2.86. This is up \$0.13 over last winter.
- Steamboat Springs Transit trends at 92% on-time and 8% late. This compares to 86% vs. 14% last year, 79% vs. 20% the year before and 70% and 30% during the "Season of Change."
- Extra buses were again out in force for New Year's Eve. Three additional buses were in service during the day to help shuttle people to and from the mountain. During the late afternoon and evening, these buses were transitioned to assist moving passengers downtown for the night's activities. At night, SST ran six extra buses to help meet the transportation needs of our customers. This enabled Steamboat Springs Transit to provide 10 minute service until our final bus, which left the downtown area at 2:30 in the morning. All Supervisors were on duty during some portion of the day to assist. It takes a lot

of effort on the part of SST drivers and staff to pull this off, but providing a convenient and safe travel option is well worth it.

- Steamboat Springs Transit will be placing its newest bus into service. Bus #86 is a diesel/electric hybrid that utilizes all electric accessories to increase its efficiency and enable the diesel engine to be turned off at extended stops. This is the sixth and final vehicle in phase two of the bus replacement schedule. The first phase saw Steamboat Springs Transit replace five gas powered mini buses and one cut-away van with three 29' diesel/electric hybrid buses. Phase two saw the replacement of six 30' buses with six 35' diesel/electric hybrid buses. In 2020, Steamboat Springs Transit will begin the third phase. This will see the replacement of the six 35' diesel powered buses. SST has already started looking at the best option for this phase with the Alternative Fuels Study that was completed in 2014. It provided a comparison of diesel powered, diesel/electric, CNG, all-electric and other options.
- Our current training group is just finishing up class and is moving on to testing and line driving. Look for our three new drivers, Keone, Allison and Robert, out on the road soon.

Attachment #1



December 30, 2017

Winnie Delliquadri
Assistant to the City Manager
City of Steamboat Springs
PO Box 775088
Steamboat Springs, CO 80477

Dear Winnie,

Thank you to the City of Steamboat Springs for your continued support of the Cen\$ible Energy Rebate Program. Your \$10,000 contribution in 2017 not only had a direct impact on residents and businesses in Steamboat Springs, but it also allowed Yampa Valley Sustainability Council (YVSC) to partner with Energy Outreach Colorado on their Colorado Affordable Residential Energy (CARE) program to provide energy efficiency retrofits to low-income residents. The following report provides a summary and highlights of the 2017 rebate program. It also serves as the request from the Cen\$ible Energy Rebate Program for 2018 funding in the amount of \$10,000.

The idea of a community rebate program was first discussed at an Energy Roundtable in March 2013, hosted by YVSC and The Alliance for Sustainable Colorado. The focus of the Roundtable was *The Relationship between Clean Energy and a Thriving Economy*. Presenters at the Roundtable discussed examples of communities around the state that have improved and stabilized their local economy with the promotion of energy conservation, energy efficiency and renewable energy. Representatives from the City of Steamboat Springs and Routt County were at the Roundtable and voiced an interest in developing a community-based model for a rebate program that would not only help individuals and businesses stabilize their utility costs but also promote local businesses and contractors.

Based on the positive response to the idea of a rebate program, a small working group of representatives from the City, nonprofits (including YVSC), Yampa Valley Electric Association (YVEA) and interested community members, began meeting to develop a rebate model. Starting in 2014, the group met consistently to identify goals and objectives, a list of suggested rebates, and potential funding sources. YVEA and the City of Steamboat Springs committed funds in 2014 and 2015, and the rebate program started in April 2015 with \$22,000. Since the launch of the program, YVEA has taken the lead on developing the Cen\$ible Energy website and marketing materials, and YVSC has become the administrator of the rebate fund, providing customer service and assistance with rebates, tracking all rebate requests, issuing rebate checks, and reporting on the program's results and financials. YVSC also promotes the fund through outreach and education in all sectors of the community, directly reaching thousands of residents with information about the program.

YVSC
141 9th Street
PO Box 881641
Steamboat Springs, CO 80488

Building Efficient Communities

YVEA
2211 Elk River Road
Steamboat Springs, CO 80487
970-879-1160

Overview of the 2017 Cen\$ible Energy Rebate Program

Cen\$ible Energy was a huge success in 2017. Funding increased from \$36,500 in 2016 to \$38,500, with contributions from YVEA (\$20,000), City of Steamboat Springs (\$10,000), Alpine Bank (\$7,500) and Routt County (\$1,000). In 2017, YVSC distributed 303 rebates for a total of \$29,001. Of those 303 rebates, 243 were for energy efficient products and services from 12 local businesses and contractors and resulted in \$173,730 spent locally. (These rebate numbers do not include rebates from Oak Creek or the CARE program, discussed below.)

The number of kilowatts (kW) saved from the 2017 rebates was also calculated. For some energy efficiency purchases, it is difficult to calculate kW saved because of the high variability in use (for example: programmable thermostat or washing machine). Therefore, only LED lightbulb, refrigerator and freezer purchases were used in this calculation, representing a minimum of kW saved. In 2017, a total of 138,727kW (117,895kW for lightbulbs and 20,832kW for refrigerators and freezers) were saved in association with the Cen\$ible Energy rebates. This energy saved translates to a greenhouse gas reduction of 103 metric tons of CO₂ equivalent (CO₂e). This would be the same CO₂e reduction as taking 22 cars off the road for one year!

In 2017, YVSC also coordinated 66 energy assessments (audits), funded through Cen\$ible Energy and Atmos Energy, and provided follow-up, post-audit coaching for 30 homeowners in Routt and Moffat counties. The one-on-one, personal education provided to audit customers has proven to be very effective in changing behaviors to conserve energy and create safer home environments.

We conducted a survey of all homeowners we worked with on energy audits and post-audit coaching. The results showed that 88% of all respondents indicated an increased knowledge of energy efficiency and energy conservation. Seventy-five percent of respondents (75%) also reported an improvement in energy conservation behaviors at home. And 94% of respondents, have made energy efficiency upgrades to their home based on the information they received in their audit. Comments provided in the survey illustrate this increased understanding and resulting changes in behavior.

- “I realized that the most savings can be made by simple measures.”
- “We learned much about our townhome that we are applying personally to our place and to all townhomes in our Homeowners Association.”
- “I learned that I have a lot of heat loss through my windows and doors. I have installed a storm door and am caulking my windows to reduce this loss.”

Oak Creek LED program

Because the town of Oak Creek has its own electric utility, residents of this south Routt community are not eligible for Cen\$ible Energy rebates, which are only available for YVEA members. YVSC solicited funding from Routt County to provide \$1,000 in LED light bulbs for Oak Creek Electric customers. This funding provided \$288 in rebates and the remaining funds were used to purchase LED bulbs that were given out to seniors at a recent Routt County Council on Aging Oak Creek senior citizen luncheon.

Local Economic Impact

Preservation of the natural environment for ranching and resort communities like Routt County is critical to our economic sustainability. In Colorado, several rural areas similar to Routt County, such as Garfield County, Summit County, Carbondale and Telluride, have successfully established the framework of “energy efficiency as economic development.”

With this premise, one of the objectives of the rebate program is to promote local economic development by partnering with local retailers and contractors. To measure our success with this objective, we track the number of sales to each vendor and the amount of money spent in association with each rebate. Results of the 2017 rebates indicate that 85% of all products and services purchased with a rebate came from local retailers (Routt and Moffat County). Cen\$ible Energy rebates were used with purchases from 12 retailers in Routt County, and 10 of those retailers are within the City of Steamboat Springs for a total of \$173,730 spent locally on energy-efficiency upgrades.

CARE Results

In our cold weather climate, utility costs make up a significant portion of a low-income family’s monthly budget, especially in a home that is leaky or has inefficient heating. The statewide CARE program leverages Energy Outreach Colorado funding, utility rebates, and local resources to provide free energy efficiency services to income-qualified Coloradans (80% AMI). YVSC began administering the CARE program in 2016. For CARE homes, Cen\$ible Energy funding is used to purchase LED lightbulbs up to \$100 and refrigerators to replace those 15 years old or older. In 2017, YVSC provided almost \$5,000 per home to 14 income-qualified families for top-to-bottom energy efficiency upgrades and weatherization, including insulation, air sealing, furnace tune-ups, new refrigerators and more. Cen\$ible Energy contributed \$5,488 to purchase six refrigerators and LED bulbs for all of the CARE families.

Clients served through the CARE program this year included single mothers, retirees, single seniors, and families with members who are seriously ill or injured and can’t work. In addition to serving a diverse demographic, YVSC served CARE families from communities throughout Routt and Moffat Counties including one in Hayden, one in Steamboat II, eight in Steamboat Springs and four in Craig. Energy assessments of CARE homes this year uncovered dangerous home safety concerns including a home with serious mold problems, gas leaking from a hot water boiler, and three unsafe gas furnaces. Through the CARE program and with the help of Cen\$ible Energy rebates, YVSC was able to address these issues to create safer and more comfortable homes for these families.

One of YVSC’s 2017 CARE families is a couple living in a poorly insulated 1956 home with single-pane windows where the wife is dealing with serious health issues. After insulation, storm windows, air sealing and other safety work on their home, the husband noted:

“The house is noticeably warmer, and I feel that the house is less drafty. We turn the heat on at the lowest setting now, and it’s nice and comfortable in here. I have been able to turn the heat off more often, so we are not running it as much. We should be able to not burn as much gas and stay warm this winter.”

Benefits of Support

Clearly, there is a need in our community for assistance with energy efficiency, and the benefits of Alpine's support of Cen\$ible Energy are two-fold: We are helping residents save money on heating and lighting their homes and businesses AND we are reducing our community's impact on the climate by cutting greenhouse gas emissions.

The continued partnership of the City of Steamboat Springs on the Cen\$ible Energy Rebate Program is also a great way for the City to boost economic development through energy efficiency, show continued engagement in our community, and publicly demonstrate your commitment to sustainability. Your continued support in 2018 will help the Cen\$ible Energy Rebate Program answer the need for energy efficiency in our community and improve the quality of life for residents of all income levels.

Cen\$ible Energy's robust communications, social media, marketing and outreach provide the City with widespread exposure and recognition on Cen\$ible Energy collateral, online, at events, and in the community. The City of Steamboat Springs' logo has been strategically placed on the Cen\$ible Energy website and rack cards, and your contributions will be acknowledged in YVSC, YVEA and other partner agency articles and newsletters.

Reporting

Cen\$ible Energy will provide the City of Steamboat Springs with monthly reporting on rebate data in the format shown in the attached table. In addition, we will also provide an annual evaluation, such as this, of the rebate program.

On behalf of all the Cen\$ible Energy partners, thank you again for your support of the Cen\$ible Energy Rebate Program. Please don't hesitate to contact me with questions or to discuss the program in greater detail.

Kind regards,

A handwritten signature in black ink, appearing to read 'Sarah Jones', written in a cursive style.

Sarah Jones
Executive Director, YVSC

Censible Energy Results 2017

	January	February	March	April	May	June	July	August	September	October	November	December	Total for 2017
Rebate Numbers													
LED Rebates		42	21	23		35	3	0	0	0	0	0	124
Appliance Rebates		29	27	15		27	0	0	0	0	0	0	98
Audit Rebates		0	0	30		0	0	24	0	0	0	12	66
Thermostat Only		3	1	4		3	0	0	0	0	0	0	11
Air Sealing		1	1	0		2	0	0	0	0	0	0	4
Total Number of Rebates		75	50	72		67	3	24	0	0	0	12	303
Rebate \$\$													
LED Rebates		\$2,496	\$1,529	\$1,313		\$1,814	\$200	\$0	\$0	\$0	\$0	\$0	\$7,352
Appliance Rebates		\$3,050	\$2,840	\$1,610		\$3,280	\$0	\$0	\$0	\$0	\$0	\$0	\$10,780
Audit Rebates		\$0	\$0	\$4,500		\$0	\$0	\$3,600	\$0	\$0	\$0	\$1,800	\$9,900
Thermostat Only		\$195	\$100	\$260		\$220	\$0	\$0	\$0	\$0	\$0	\$0	\$775
Air Sealing Only		\$17	\$124	\$0		\$52	\$0	\$0	\$0	\$0	\$0	\$0	\$193
Total Rebates \$		\$5,759	\$4,593	\$7,683		\$5,366	\$200	\$3,600	\$0	\$0	\$0	\$1,800	\$29,001
Location by Household (Including CARE and Oak Creek LED program)													
Craig		18	10	10		15	1	1	0	0	0	0	55
Milner		0	0	0		0	0	0	0	0	0	0	0
Hayden		4	4	0		1	1	0	0	0	0	1	11
Clark		0	1	2		1	0	0	0	0	0	0	4
Oak Creek		1	0	2		2	0	0	0	0	0	0	5
Yampa		1	0	1		1	0	0	0	0	0	0	3
Steamboat Springs		49	35	54		49	1	25	0	0	0	10	223
Hamilton		0	0	0		0	0	0	0	0	0	0	0
Phippsburg		1	0	1		0	0	0	0	0	0	0	2
Stagecoach		0	0	0		0	0	0	0	0	0	1	1
Local Economy													
# Local Contractor/Business		56	45	56		47	3	24	0	0	0	12	243
# Online/Out of Town purchases		17	5	17		17	0	0	0	0	0	0	56
# Unknown		0	0	0		0	0	0	0	0	0	0	0
Total \$ Spent Locally of Rebates		\$4,112	\$4,161	\$6,441		\$4,290	\$200	\$3,600	\$0	\$0	\$0	\$1,800	\$24,604
Total \$ Spent Elsewhere of Rebates		\$1,646	\$432	\$1,243		\$1,076	\$0	\$0	\$0	\$0	\$0	\$0	\$4,397
Total \$ Unknown		\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total \$		\$5,759	\$4,593	\$7,683		\$5,366	\$200	\$3,600	\$0	\$0	\$0	\$1,800	\$29,000
Total \$ Spent Locally		\$34,443	\$38,823	\$19,391		\$73,501	\$672	\$3,300	\$0	\$0	\$0	\$3,600	\$173,730
Total \$ Spent Elsewhere		\$17,846	\$4,344	\$14,130		\$7,117	\$0	\$0	\$0	\$0	\$0	\$0	\$43,437
Total \$ Unknown		\$31,634	\$39,853	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,487
Total \$ Spent by Customer		\$83,923	\$83,021	\$33,520		\$80,619	\$672	\$3,300	\$0	\$0	\$0	\$3,600	\$288,655
	Rebates	Total											
% Spent Locally	85%	60%											
% Spent Elsewhere	15%	15%											
% Unknown		25%											