

City Manager's Report

City of Steamboat Springs

1/31/2018

For the 2/6/2018 meeting

Requesting council direction

Howelsen Hill Lift

Based on the discussions that are occurring regarding Howelsen Hill, we would like confirmation from Council to continue with next steps of planning and engineering to replace the lift at Howelsen per the approved CIP for 2018.

The next steps would include:

- Define the planning group (City and SSWSC?)
- Identify alignment opportunities – may involve hiring outside ski area consultants for full assessment
- Begin preliminary work with lift manufacturer to determine type of lift, design specifications and confirm what work they will execute
- Contract with YEH to execute soil studies if necessary

Please let me know if you have any concerns with this approach.

Council Directives Spreadsheet

I am interested in feedback on the new format for Council Directives to Staff. Is this meeting your expectations? Any suggested changes?

From the City Manager

Annual Report progress

The Annual Report is assembled in draft form, and will be coming out soon.

Child Care Incentive Report

Attachment 1 is a report from the Family Development Center, who handles the Child Care Start-Up Grant Reimbursement Program for the City.

From the Departments

Public Works

- The Streets Superintendent participated in interviews with meteorologists from 9 television stations regarding our snowplowing

Kudos!

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Longtime Wastewater Treatment Plant Operator Dave Jarvis retired on January 8th. Dave's first day of work with the City was on December 13, 1978, and at 39 years 3 weeks and 5 days, Dave was the City's longest-tenured employee at the time of his retirement. Interestingly, even with Dave now retired, the next three longest-tenured employees at the City all work at the Wastewater Treatment Plant.

operations. The forecasters also had the opportunity to operate the plows, with Daryl Kemry and Tom Martindale riding with the participants.

- The new wastewater treatment plant lift station servicing the Steamboat II Metro District is online. A fair amount of electrical and HVAC work still remains to be completed, but so far the pumps are working well and the old lift station is being kept online as an emergency backup.

- Design for a new 1-million gallon (wastewater) Digester has reached 60%, and an application for State Health Department approval has been submitted. The new Digester will be constructed later this year.
- 2017 water and sewer capital projects are in the closeout stage. Water and sewer as-builts related to the Yampa Street improvements and the new water main along Rollingsstone Drive were completed.
- Project development and design is underway for 2018 water/sewer capital projects. This year's capital projects include a large water main replacement project in the Riverside neighborhood, a replacement of a sanitary sewer interceptor under River Road, and a major trenchless pipe lining project on various sanitary sewer mains and stormwater culverts located throughout town.
- Construction progresses on the Water Treatment Plant for the Yampa Wells. The project will be complete by the end of June.
- There were two water main breaks in January. On January 4th, a water main along Buckskin Court broke, and on the 14th, a water main along Sara Lane (just off of Indian Trails) broke. Each break took about one full day to repair, and crews from Native

Excavating performed the excavations.

- Steamboat Springs Transit (SST) trends at 91% on-time and 9% late. This compares to 86% vs. 14% last year and 82% vs. 18% the year before.
- Cost per SST passenger this winter is currently \$2.24, which is up \$0.06 over last winter. Overall, winter ridership is down 12% from last winter.

Planning

- The Colorado Department of Local Affairs (DOLA) has awarded the City a \$25,000 grant to assist with the upcoming Downtown Area Plan. The plan will kick off as soon as the grant contract is signed.
- A working group for the Downtown Area Plan is being formed to serve as an advisory body to the City Council, staff and the consultant. At this time, the following community members have agreed to participate in this group: Candice Bannister, Rex Brice, Jim DeFrancia, Luke Dudley, Cole Hewitt, Lisa Popovich, Chris Slota, Ryan Spaustat, Paul Stettner, Mary Vogt, and Erin Walker. Additional invitations have been extended but not confirmed. The goal is to have approximately a dozen community members making up this group.

As previously announced, Design Workshop's Aspen office will be the consultant on this project. Becky Zimmerman will be the principal in charge, and Darla Callaway will be the project manager.

- As recommended in the Zucker Report, the Planning Director, City Manager and HR Director are reviewing planning positions' job descriptions to provide greater differentiation and clarity between the positions.
- TAC participants are continuing discussions of process improvement options.
- Per council direction, Planning Commission has recommended delegating additional decision making authority to the Commission for the following processes: Conditional Use, Conceptual Development Plan, Development Plan-Public Hearing, Preliminary Plat, and Major Variance. These would be subject to appeal and call up by City Council. Decision-making authority for all legislative acts, such as CDC Text Amendments, Zone Map Amendments, and Planned Unit Developments, would remain with the City Council. This discussion will be scheduled for a work session in February (see Attachment 2).
- The Planning Director is initiating conversations with housing developers to

explore the effectiveness of regulatory and process changes in improving the feasibility of community housing development. Fee deferrals or waivers are the incentives most frequently cited as desired by the development community. Findings will be reported to council late winter or early spring.

Parks and Community Services

- Staff is planning locker room renovations with the facilities department. This is a budgeted project that is tentatively scheduled to start in late February.
- Currently, 12 Indoor Soccer teams have signed up for the winter season at Mountain Village Montessori School, 6 teams enrolled in winter volleyball at the Steamboat Springs Middle School on Wednesday nights, Adult hockey has been steady with 8 C league teams and 6 B league teams enrolled in the winter season, and there are a few people who have expressed interest in the badminton league – Monday nights at the Tennis Center (dependent on enrollment).
- Youth Program enrollment is strong for session III, with all programs almost full or at a waitlist. Registration for Session 4 opens March 19th.
- Session III School Days Off programs are all full and on a waitlist (with a waitlist of

up to 29 kids for a single day).

- Friday January 26th is scheduled to be middle school ski night from 4-7pm
 - Steamboat Springs Winter Sports Club events at Howelsen Hill:
 - * Town Challenge Races
 - * Wednesday Night Jumping
 - * Nordic Combined Rocky Mountain Division Qualifier
 - * High School Slalom Race
 - * U10/12 Alpine Skills Fest
 - Free Sundays at Howelsen Hill continue to be well attended.
 - Natural snowfall is helping improve conditions on the alpine and Nordic trails at Howelsen Hill, allowing for more terrain to be opened and groomed more often.
 - Staff is making snow for winter carnival street events and snow sculptures.
 - Staff continues to work with the West Lincoln Park Improvements group to craft RFP language to replace the Yampa River Queen in 2018.
 - Staff has submitted the Spring Creek Dam Modification plans to the State of Colorado Division of Water Resources for review and approval.
 - Staff continues to meet with Steamboat Dig Dogs to discuss installation of new compostable pet waste bag dispensers.

- Parks crews continue to chip a steady supply of Christmas trees into mulch. Collection ended 1/31/2018.
- Staff continues to meet with Public Works staff, finalizing plans for the Fish Creek Highway 40 trail underpass.
- Under an agreement with the City, Routt County Riders has begun to groom fat bike trails on Emerald Mountain.
- Under an agreement with the City, Nordic Excavating continues to haul fill dirt to the Bear River Park lagoon site to complete the decommissioning of the lagoons and close out the Storm Water Discharge permit with the State of Colorado. The large amount of dirt that is now available from a construction project will allow for this work to be completed this winter and revegetated this spring/summer.

Attachment #1



Family Development Center

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Steamboat Springs, CO 80477

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Date: January 2018

To: Steamboat Springs City Council
From: Tami Havener
RE: Child Care Start-up Grant Reimbursement Program

In 2017, Sharon Butler, Program Manager for Child Care Network met with 13 possible providers. She regularly contacted any prospective providers to check in on their progress and determine if they needed any technical assistance from Child Care Network.

A couple are awaiting some info from licensing. One took a job at a bank. But most have decided to do legally exempt care. As of this last fall, the law changed so that you can care for up to 4 children, including your own and/or 2 under 2. So, they became interested in providing family child care due to the city reimbursement grant, but ultimately moved forward using the new category. In that way, the grant has achieved its purpose!

Here is one response from a potential provider – *"I've chosen to stay legally exempt because of a variety of reasons. The biggest is that my home is just too small. I have about 750 square feet. My little daycare has taken over it all! On the days I have four total children here, I don't see how it would be possible to accommodate for more. We also don't have our own outdoor space that could be confined or fenced off. From what I understand, that's a requirement with getting a license. Another reason I'm not pursuing a license is I just don't have a consistent clientele. I take on kids very randomly. I've tried to get consistent kiddos but I'm sure there are plenty of reasons parents choose elsewhere (especially for their older kids who probably need more than 750 square feet - or so they think . . . I get very creative!) Another reason is that I honestly don't know that it matters. Since I can't accommodate more children, and most people haven't even asked me if I have a license, I'm not totally sure parents are concerned about that. Or maybe I'm wrong, and I'd be continually booked if I had a license? I have a few other reasons as well, but those are the big ones."*

Heritage Park Preschool has completed all their requirements to open a toddler classroom within their facility. The licensing specialist has completed their inspection (December) and recommended their license expansion. We are just awaiting the state office to issue the official license change.

Newborn Network • Discovery Learning Center • Child Care Network

Please let me know if you have any questions.

Attachment #2

Planning and Development Policy Priorities

Planning Commission Discussion 9/28/2017

PC Priority	Policy Topic	Type	Technical Difficulty
1 PLAN	Mountain Town (Base Area) Plan	P	
2 PLAN	Downtown Plan	P	
3 PLAN	US-40 Corridor Plan	P	
1 H	PC final decision authority	P	
2 H	Residential uses in Industrial	P	
3 H	Waterbody setbacks	P T	4
4 H	Sign Code update	P T	5
5 H	Residential density (use types, density, max lot sizes)	P	
P H	Base Area ground floor uses	P	
P H	Base Area parking	P	
P H	Downtown parking	P	
P H	Downtown ground floor uses	P	
1 M	Useable lot area	P T	2
2 M	Infill subdivision standards	P	
3 M	Minimum v. maximum parking	P	
4 M	Building height measurement	P T	4
5 M	Wetlands regulations	P T	5
6 M	Off-street loading standards	P	
P M	G zone district setbacks	P	
1 L	Open space standards	P	
2 L	Utility policies	P T	2
3 L	Accessory wind energy and solar gardens	P T	2
4 L	Large-format retail standards	P T	4
5 L	Skyline Overlay standards	P T	3
6 L	Telecommunications standards/process	P T	3
7 L	Exterior lighting standards	T	3
8 L	Flood prevention standards	T	3

Legend

H=High

M=Medium

L=Low

PLAN=Long-range planning effort

P=code work should follow long-range planning effort

P=Policy

T=Technical

1=Least Difficult

5=Most Difficult

Proposed Timeline for High Priorities

Task	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
PC Final Decision Authority	1 2	3 4	5									
Residential Uses in Industrial		1 2	3	4								
Waterbody Setbacks					1	2	3	3	3	3	4	5
Sign Code Update	1	1	1	1	2	3						
Residential Density (use types, density, max lot sizes)												1
Downtown Plan												

Work Plan

PC Final Decision Authority

- 1: Planning Commission worksession (Monday)
- 2: Public input and discussion (Thursday)
- 3: Update City Council
- 4: Draft amendment language
- 5: Public hearings and adoption

Sign Code Update

- 1: Continue drafting amendment language
- 2: Planning Commission review
- 3: Public hearings and adoption

Residential Uses in Industrial

- 1: Planning Commission worksession (Monday)
- 2: Public input and discussion (Thursday)
- 3: Draft amendment language
- 4: Public hearings and adoption

Residential Density

- 1: Planning Commission worksession (Monday) - identify scope

Waterbody Setbacks

- 1: Planning Commission worksession (Monday) - identify scope
- 2: Public input and discussion (Thursday)
- 3: Planning Commission worksession (Monday)
- 4: Draft amendment language
- 5: Public hearings and adoption