

**STEAMBOAT SPRINGS ACCOMMODATIONS TAX RESERVE COMMITTEE  
MINUTES  
January 24, 2017**

The meeting of the Steamboat Springs Accommodations Tax Reserve Committee was called to order at approximately 2:17 p.m. on Tuesday, January 24, 2017, in the Crawford Room, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

Committee members in attendance were: Larry Mashaw, Kady Watson, Frank Alfone, Helen Beall, Nancy Kramer, Joella West and Kathi Meyer. Absent: Scott Marr. City staff member present: Assistant to The City Manager Winnie DelliQuadri.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGE NDA**

DelliQuadri explained the public comment process. Generally, the committee does not make immediate decisions based on public comment because parties with differing opinions must be able to express them. The committee could direct staff to put an item on the agenda so that it could make a recommendation.

**Open Meetings Law**

Winnie DelliQuadri: Because this is a formal committee established by a resolution of City Council, you are required to follow all of the laws that apply to Council and the city. That includes the Colorado Open Meetings Law, which says: There must be agendas published no less than 24 hours in advance; generally, we try to post them on Thursday or Friday for the following week. Any matters to be discussed or decisions to be made must be on an agenda. If three or more members discuss anything related to the committee, that constitutes a meeting. If there's no agenda posted at least 24 hours in advance, that would be an illegal meeting. This can include discussions via email. Emailing one committee member after another to discuss the same topic is referred to as a serial meeting and is also not valid under the law. Never hit Reply All; just reply to Winnie.

City Council is currently updating the city's Code of Ethics. The ordinance first and second reading will occur in February. We'll wait till March to brief you on that.

**Introductions**

Helen Beall: Marketing and communications for Yampa Valley Community Foundation; cares deeply about where we go as a community as far as keeping true to who we are and why we ended up here in the first place.

Frank Alfone: Manager, Mount Werner Water; formerly project manager for the local URA; 25-year career in lodging, five in Steamboat, plus Crested Butte and Summit County; Parks and Rec Commission Member; served on the previous Accommodations Tax Committee.

Larry Mashaw; VP Sales and Marketing, Resort Group; Lodging Association Chairman; wanted to be a part of making certain that the considered uses of this money were consistent with the original ballot language.

Joella West; Attorney (Non-Practicing); serves on Ag Alliance, Seminars at Steamboat, Jewish Congregation; manages a literary estate; fine arts background; associated with television; done a lot of “responsible” spending of third-party moneys; strong motivation to continue to grow arts in town.

Kady Watson; Healthcare Finance; formerly a nurse; joined Parks and Rec Commission two years ago; a little biased towards trails but a completely open mind; excited to see arts represented.

Nancy Kramer: Program Coordinator, Northwest Colorado Cultural Heritage; non-profits; formerly a nurse; small business owner; Arts Council; City Council; familiar with community plans and the original intent of these funds; wants to understand community priorities compared to what has been previously discussed relative to these funds; hopes her community role and institutional memory can help provide some insight.

Kathi Meyer; City Council; served 15 years on Planning Commission; banking/lending background; numbers; strictly an advisor on this committee and the communication link to Council; encouraged members to be very familiar with the ordinances.

### **Meeting Schedule**

First and third Thursday of the month at 12:15.

RSVP required.

### **Chair/Vice Chair Selection**

**Frank Alfone moved to nominate Larry Mashaw as chair of the committee; Nancy Kramer seconded the motion. The motion carried unanimously.**

**Larry Mashaw moved to nominate Joella West as vice chair; Kady Watson seconded the motion. The motion carried unanimously.**

### **Goals and Objectives**

DelliQuadri: According to the Council Resolution: The first \$660,000 of accommodations tax funds are reserved from 2014-2023. After that, any funds that come in can be spent at the direction of City Council on projects that are authorized by the 1986 tax question. We do currently have a reserve. Council wants a citizens' committee to make recommendations. This committee is an advisory committee to Council for the duration needed to make a final recommendation.

1986 Covenants: enhance the vitality of Steamboat Springs as a premier destination resort, enhance community identity, enhance environmental desirability of the community, enhance the economic health of Steamboat Springs.

Mashaw pointed out that the resolution contains no date by which the committee must report to Council, which is different from the prior committee's timeline.

DelliQuadri: Tax projections are from last May; they have not been updated since. We're a little ahead of projections as of the end of 2016. Kim Weber is hesitant to provide projections for 2017 because of the changes at the Sheraton.

Alfone asked whether Council would first need to endorse the selection process recommended by the committee before the committee could evaluate projects.

DelliQuadri: The steering committee created by Parks and Rec Commission and endorsed by City Council considered options including: Saving the funds for a future big-vision project TBD; identifying a large project that would use current as well as future funds through a ballot vote; identifying one immediate project that would use all of the reserve funds; identifying multiple projects that would use all the reserve funds; saving money now as well as utilizing some funds; utilizing funds to enhance and improve current facilities. The thought was that this committee would discuss what's out there and the directions you might go. The process for some of these will look different than the process for something else. So before going down a particular path, you'll want to make sure that Council is onboard with that process.

Meyer pointed out that four councilmembers are up for re-election in November.

Mashaw highlighted the chicken-and-egg nature of the process: How do you decide whether you want to spend funds quickly or long term until you know a ballpark of funds you'll have to work with, how much money is likely to accrue by the end of the fund life cycle. Pressure to spend it quickly. Do we include a timeline for the process in the recommendation?

Alfone said that according to the communication form, there's estimated to be \$1 million in reserve by the end of 2017. He confirmed that this number is the same as the May projection.

Beall confirmed that the balance is cumulative.

Mashaw would like everyone to be very familiar with the packet for next meeting.

### **Next Meeting Agenda**

Ethics, ballot Q&A, discussion of process, review financial estimates, consider questions for city attorney. 90-minute meeting.

**Adjournment**

**Frank Alfone moved to adjourn the meeting at approximately 3:15 p.m. Nancy Kramer seconded the motion. The motion carried unanimously.**

**MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Timothy Keenan and Winnie DelliQuadri. Approved this 2nd Day of March, 2017.**