

# CITY OF STEAMBOAT SPRINGS

## **AGENDA**

Parks and Recreation Commission Work Session  
Wednesday, August 23, 2017

5:30 PM

**MEETING LOCATION:** Citizens' Meeting Room, Centennial Hall;  
124 10<sup>th</sup> Street, Steamboat Springs, CO

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**ROLL CALL**

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**DISCUSSION ITEMS**

1. CHAIR AND VICE-CHAIR NOMINATIONS
2. HOWELSEN HILL PUBLIC ENGAGEMENT PROCESS UPDATE
3. 2018 CAPITAL IMPROVEMENT PROJECTS (CIP) UPDATES

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**SCHEDULE NEXT MEETING - SEPTEMBER 13TH**

# Update from Howelsen Hill Ski Area Public Engagement Process Group

## PARKS AND RECREATION COMMISSION COMMUNICATION FORM

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**FROM:** Kyrill Kretzschmar, Recreation and Enterprise Services Manager

**DATE:** August 23, 2017

**ITEM:** Howelsen Hill Ski Area – Public Engagement Process Group update

**NEXT STEP:** Present draft document to Parks and Recreation Commission that provides initial analysis for developing a well-informed and thoughtful public engagement strategy as requested by City Council.

- Discussion
  - Endorsement
  - Information
  - Motion
- 

**I. REQUEST OR ISSUE:** SE Group, a ski area planning firm presented a preliminary concept vision for the Howelsen Hill Ski Area to City Council on August 1, 2017. During discussions, City Council requested that the Parks and Recreation Commission further define the community’s vision through a public engagement process. During the August 9<sup>th</sup> Parks and Recreation Commission meeting, it was suggested by staff to form a working group that plans a well-informed public engagement strategy as requested by City Council.

**II. RECOMMENDED ACTION:** Discuss the draft document and advise in next steps

**III. FISCAL IMPACTS:** TBD

**IV. BACKGROUND INFORMATION:** In early 2017, staff approached City Council with a scope of work to produce an overall vision and site master plan for the Howelsen Hill Ski Area. City Council concurred with this approach and

requested that the vision would be delivered back to council during July. The area included the ski hill, lodge, associated buildings and parking/circulation. Since that time the parks and community services department has held stakeholder meetings, a public meeting and researched previous plans to create a background for findings related to the ski area. During the August 1<sup>st</sup> City Council meeting, City Council directed the Parks and Rec commission, along with staff, to further define the community's vision for the Howelsen Hill Ski Area through a public engagement process. The Howelsen Hill Ski Area Public Engagement Process Group met on August 10<sup>th</sup> to define the purpose of the public engagement process project, key assumptions, and intended project results.

**V. LEGAL ISSUES:** not at this point

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:** n/a

**VII. SUMMARY AND ALTERNATIVES:**

n/a information and discussion item

**LIST OF ATTACHMENTS:**

Howelsen Hill Ski Area Public Engagement Process Group draft document from August 16<sup>th</sup>.

This document provides initial analysis for developing a well-informed and thoughtful public engagement strategy as requested by City Council.

**The purpose of this project is to:**

The purpose of this project is to design and implement a public engagement strategy in support of creating a vision plan which ascertains the community's vision for facilities and all season usage at Howelsen Hill Ski Area, including the associated costs and desired funding mechanisms of determined alternatives.

*--- Key assumptions from public engagement process planning group ---*

- Looking at the ski hill only (The group believes that not including the entire park will likely be problematic.)
- All season use
- Community desires will be the primary focus (rather than tourist attractions)
- Gathering community input on the following topics: Usage, Revenue (this is part, Facilities / amenities, costs and funding mechanisms,
- The intent of the decision-makers is that the vision plan will lead to public approval of all or some elements of the vision plan. (Council may select a scenario that the public has helped define).

**The project will result in:**

The project will result in a community vision for Howelsen Hill Ski Area outlining up to three alternatives.

**The purpose for public engagement for this project is to:**

The purpose of the public engagement is to broadly engage the public to ensure the City is moving forward with a plan that has wide community support.

**Members of the public who should be engaged are:**

The members of the public who will be engaged include the numerous constituents of Howelsen Hill Ski Area, including user groups inside and outside the city limits, and non-traditional stakeholders.

**The public engagement will be successful if:**

The public has the opportunity to provide input on alternatives developed.

**The project will be successful if:**

The project will be successful if we can create a vision plan which ascertains the community's vision for facilities and all season usage at Howelsen Hill Ski Area, including the associated costs and desired funding mechanisms of determined alternatives.

**Does full participation make sense?**

Can anything change as a result of participation? YES

Is the decision maker or problem holder supportive of wider participation and open to influence by the public? YES

Is the issue of interest to your intended participants? YES

Is this the first effort to try and involve the public on this issue or project? NO

Is your process the only attempt to involve these participants around this issue at this time? YES

**Purpose of Process**

- Consensus Building
- Problem Solving
- Sharing between Stakeholders

- Relationship Building
- Information / Idea Gathering
- Broad Outreach
- Building Understanding
- Building Awareness
- Building Capacity

**What level of participation are you trying to achieve?**

At various stages throughout the project, we will engage the public at various levels of the engagement spectrum depending on identified objectives. These include:

- Inform (Participation goal: To provide balanced and objective information to assist in understanding the problem, alternatives, opportunities and / or solutions.)
- Consult (Participation Goal: To obtain feedback on analysis, alternatives and / or decision.)
- Involve (Participation Goal: To work directly with participants throughout the process to ensure that concerns and aspirations are consistently understood and considered.)

**What kind of participants are most appropriate for this project?**

- Self-selected participants attending as individuals (general public)
- Directly impacted groups or individuals (affected stakeholders, voters)
- Controlled membership groups representing specific communities , interests, etc.(business associations, neighborhood groups, homeowners)
- Specific individuals (subject experts, elected officials, specific businesses)
- User of specific services (SSWSC, Alpine / Nordic Community, youth and families, active older adults.)

**Does your project specifically seek input from particular underrepresented groups? YES**

- Children
- Senior citizens
- People with disabilities
- Minority groups

2018 PROPOSED CAPITAL PROGRAM  
PARKS AND RECREATION COMMISSION  
COMMUNICATION FORM

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**FROM:** John Overstreet, Director of Parks and Community Services  
Craig Robinson, Parks, Open Space and Trails Manager  
Kyrill Kretzschmar, Recreation and Enterprise Services Manager

**DATE:** August 23, 2017

**ITEM:** Presentation of Proposed Capital Program for Department

**NEXT STEP:** Present list to the City Manager for consideration

- Discussion
  - Endorsement
  - Information
  - Motion
- 

**I. REQUEST OR ISSUE:** The department has proposed an ongoing capital program for the department through 2023. Division heads will present their proposed capital expansion project to the commission for discussion.

**II. RECOMMENDED ACTION:** n/a; information only

**III. FISCAL IMPACTS:** To be determined, based upon what is approved by City Council.

**IV. BACKGROUND INFORMATION:** The department provides an annual capital improvement program budget for a six-year period; as well as parked projects (beyond 2023). The department has presented its proposed capital program to Finance and the city manager's office.

**V. LEGAL ISSUES:** n/a

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:** n/a

**VII. SUMMARY AND ALTERNATIVES:**

n/a information and discussion item

**LIST OF ATTACHMENTS:**

Capital Improvement Program; itemized project sheets