

City Manager Report

From the City Manager

Succession Planning

Per Council's direction, I am in the process of drafting a succession plan for the City. The overall intent of the plan is to develop appropriate talent and skill sets internally to ensure a high performing organization now and into the future. I will be presenting Council with a draft plan by mid-July.

From the Departments

Parks and Recreation

Howelsen Ski and Rodeo Complex Division

- City staff met with SSWSC representatives for their annual operating meeting.
- City staff has received an updated cost estimate for the Barrows chairlift replacement from Skytrac. Doppelmayr has been in contact and is preparing a revised cost estimate.
- City staff has been working through non-destructive testing and rope inspection ahead of expected Alpine Slide operations.
- City staff is working with the Steamboat Springs Pro Rodeo Board to improve spectator sound in the concrete bleacher area.
- The jump flats at Howelsen Hill has been sodded and road improvements have been made as the snowmaking line replacement project is getting wrapped up. Unfavorable Spring weather has delayed this work, however, the facility will be ready for summer jumping and the Free Concert Series.

Open Space and Trails Division

- Staff has been busy with early season trail work and has removed numerous downed trees across Emerald Mountain and along Spring Creek Trail. Emerald Mountain Trails are dry and open for use.

- Staff began mowing adjacent to the Core Trail this week and will continue into next week. A private contractor is currently striping the trail.
- Staff is monitoring river flows and managing closures along the Core Trail as flooding occurs.
- Staff and local contractors will begin noxious weed spraying on Emerald and in other open space areas around town.
- With a goal of sustainably managing wildlife and agricultural activities at Legacy Ranch, staff is working with local volunteers to monitor Bobolink bird activity on site. Staff is also working with our Legacy Ranch hay meadow lessee to get the ditches for irrigation cleaned out.
- Staff continues to work with the State Historic Preservation Office on new interpretive signage for the Spring Creek Dam Restoration Project. Construction on site is estimated to begin in early August, 2019.

Parks Division

- The Parks Division is now fully staffed with 24 seasonal employees on board.
- Triple Crown Sports hosted a women's fast pitch softball camp June 3rd – 5th with 150 campers.
- Triple Crown Sports hosted a women's softball tournament June 6th -9th with 61 teams. Two diamonds at Emerald Park were scheduled for play for the first time ever with no problems occurring.
- Staff is working with all user groups at the Emerald Park Sports Complex and the Botanic Park to manage the limited number of spaces during busy events at both facilities.
- City adult softball, soccer and volleyball leagues have begun.

- Summer Tennis and Pickleball leagues have begun at the Tennis Center.
- Based on direction from City Council at the June 4, 2019 meeting, City Staff will be ordering the approved playground for fall installation in West Lincoln Park.
- Staff continues to meet with the Tennis Center concessionaires to discuss opportunities for new indoor Pickleball courts to be constructed on site.

Adult Sports and Field Scheduling

- Summer adult sports are underway with the first week of play completed. Summer participation numbers are consistent to 2018. Registered teams for each sport include:
 - Sand Volleyball – 4v4 & 2v2 Leagues – 68 total teams
 - Soccer – 6 total teams
 - Softball – 39 total teams
 - Hockey – 12 total teams
- We continue to adapt with the recent evening storms at our athletic fields. Game delays and cancellations were needed during the first week of play. We continue to do our best to get the scheduled games in on time and accommodate those participants who are effected by the weather.
- We had a very wet month of May. We spent a lot of time re-scheduling and switching user group's field reservations to best accommodate their events. A big shout-out to the field crews for all of their hard work and extra hours in getting the fields ready for our local organizations.
- Monthly field rental invoicing has begun and will continue this week. Rainouts and cancellations during May have created additional communication amongst user groups to ensure field charges are accurate.

Youth Programs

- Summer Camp began on June 9th. All camps are over 97% full, with most days on a waitlist. Camps are fully staffed. We have 273 unique individual children attending camps this summer, including 6 with special needs using 1:1 or 1:2 services, 3 children receiving CCCAP funding through the Department of

Human Services, and 15 receiving scholarships.

- The Recreation and Administration Divisions have a job vacancy for a Registration Specialist. Applications are being accepted through June 14th.
- Our new Blue Whale bus will be arriving in Steamboat on Wednesday, June 12th. Keep an eye out for it, it will be hard to miss.

Howelsen Ice Arena

- The arena re-opened on June 3rd after a two week annual maintenance closure. Staff completed numerous maintenance projects including but not limited to: Installation of new in-ice logos, ice paint touch up, re-flooding, locker room improvements, interior painting and wood paneling, board and glass polishing, deep clean of entire interior of building, etc.
- Summer Hockey Camps begin next week with Elite Hockey Training (EHT), founded and run by recently retired professional hockey player and current youth hockey director, Ryan Dingle. This will be EHT's ninth year hosting summer camps at Howelsen Ice Arena.
- Summer Freestyle sessions began 6/10/2019 and will be offer through the summer 7:30-8:30AM on Monday and Wednesday each week. This is a new public ice session restricted to figure skaters. Any person wearing figure skates with the ability to skate without assistance is welcome.

Marketing and Events

- The department hosted the first Town Challenge MTB Race Series race of the season on Wednesday, June 5th at Marabou Ranch. The race was one of the highest attended races in recent years, with approximately 150 racers and well over 50 spectators. Racers were treated to three days of course pre-rides at Marabou Ranch leading up to the event, and race day activities included music, prizes, delicious food from the Y-Not Wagon, and a festive post-race party at the River House Lodge. The next race of the series will be held on Wednesday, June 19th at Mt. Werner.

- The Parks & Recreation social media platforms continue to show growth and continuous engagement. During the month of May, Page Likes were up 176% and Post Engagements increased 503% in total. The top 3 Parks & Recreation Facebook posts in May (highest reach) included: Emerald Mountain Trail Updates (8.1K), Haymaker Opening Day (1.7K), and Muddy Trail Conditions (889).
- Planning is underway for 2019-2020 Ski Free Sundays at Howelsen Hill, including event sponsorships and enhanced Sunday Funday events.
- As part of the new event permitting process, Parks & Recreation staff have participated in the review/approval of 34 Special Event Permit applications to date.

Haymaker Golf Course

- Haymaker has been busy so far this season despite the weather! We were down in May because of the weather, but we are up in Season Pass sales and Punch card sales overall.
- June has been very successful thus far and we are up 20% in revenue as of June 10th.
- We hosted our first tournament of the year, The Cobweb Classic in May which was entirely sold out for the first time in years.
- Most of our junior and instruction programs have begun and have all grown in numbers comparative to last year thus far.
- Leagues have also started successfully.
- We are continuing to work through procedures and bugs with our new POS system, but overall it is working much better for the customer and our staff.
- Driving range tees are now open to practice from natural turf.
- Began tree removal projects to open up areas on #15 and #3.
- Sod projects are set to begin June 18.

Administration

- Parks and Recreation has 5 open full-time positions, please send qualified candidates to the city website to apply.
- Continuing to work on the PROSTR Master Plan with the Review and Implementation

Committee. A draft of the Master Plan was shared with Council and Parks and Recreation Commission at a joint meeting on June 11th.

Spring Creek Trail Updates

- Staff has been working with Routt County Road and Bridge and Spring Creek property owners to discuss the installation of a new gate on County Road #34 above the start of the Spring Creek Trail. The gate will be closed, remain unlocked and will note that there is no access to public lands (only private) beyond the gate. The County supports this plan as long as all landowners are in agreement about the gate.
- Staff is working to finalize an agreement with Garden Ditch owners in Spring Creek for a new hiking trail to be constructed that will offer a looped trail for runners, hikers, and equestrians. Gates and signage will be installed to restrict access and prevent trespassing on private property along the existing unsanctioned trail on the irrigation ditch. The Open Space and Trails crew along with Rocky Mountain Youth Corps is scheduled to construct the new hiking trail once an agreement is signed with the ditch owners.
- Staff will continue work this summer constructing a 6 foot wide soft surface trail, parallel to County Road #34, from the parking lot at Amethyst to the Spring Creek ponds (where possible.) The widened trail will offer a safe alternative to walking on the County Road and an improved experience for trail users.
- Routt County Riders has begun work to complete construction of the new Spring Creek alternate bike trail to accommodate all downhill bike traffic in the Spring Creek canyon. This trail is funded by 2A Trail Accommodation Funds.

Planning:

- There are currently 50 projects at some stage of the development review process. No projects are showing as late in receiving TAC review comments.
- In addition to development review, the

Planning Department is working on the following:

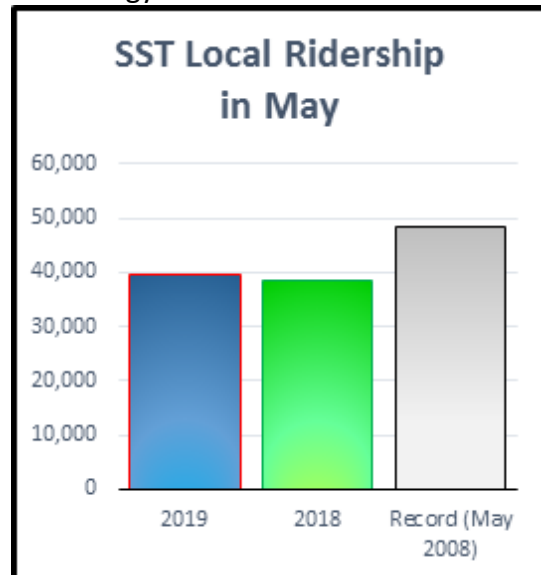
- Vacation Rental Committee recommendations – researching implementation options and potential resource and budget implications.
- Sign Code Update – reviewing Historic Sign sections with HPC and Temporary Sign standards with Planning Commission.
- Waterbody Setback standards review/rewrite – identified issues with current standards, reviewed variance history, and researching model codes and examples from other communities.
- Small cell wireless facility design standards – researching examples from other communities to use as a model for Code updates.
- Downtown Plan implementation priorities – will be working with Planning Commission to provide recommendations to City Council.
- Base Area Plan Scope and RFP – collaborating with URAAC to coordinate planning efforts.
- Land Management Software – finalizing the contract to begin implementation as soon as possible. A summer 2020 Go Live date is anticipated.
- Airport Overlay Zone – will be collaborating with Airport Master Plan consultants and the Airport Manager to draft an Airport Overlay Zone to be adopted by City Council.
- Development Review and Technical Advisory Committee (TAC) improvement strategy – working toward written policies.
- Definition of Family review – will be working with Planning Commission to provide recommendations to City Council.
- Public outreach program – developing a plan for increased education, awareness, and engagement of the public related to planning and development issues.
- National Flood Insurance Program Community Rating System (CRS) – preparing for our 5-Year cycle visit and audit.

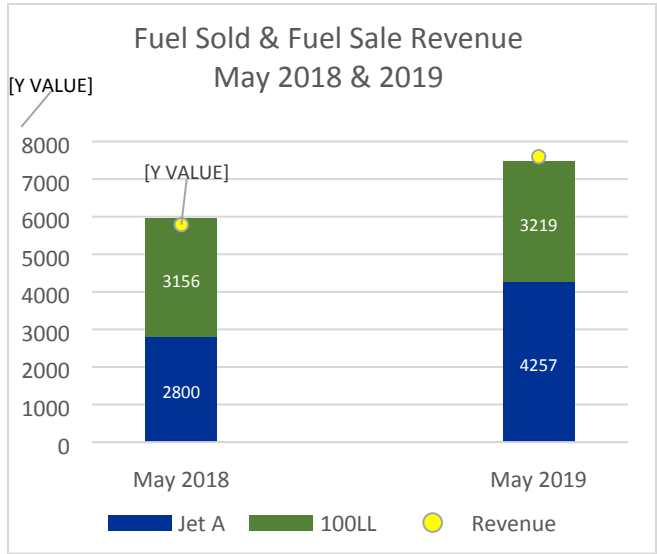
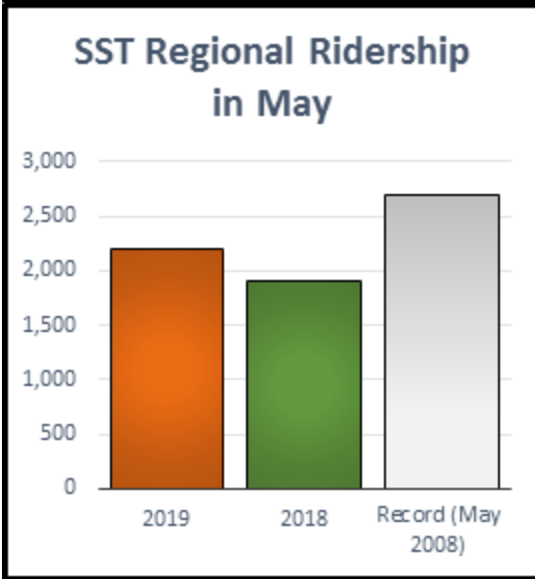
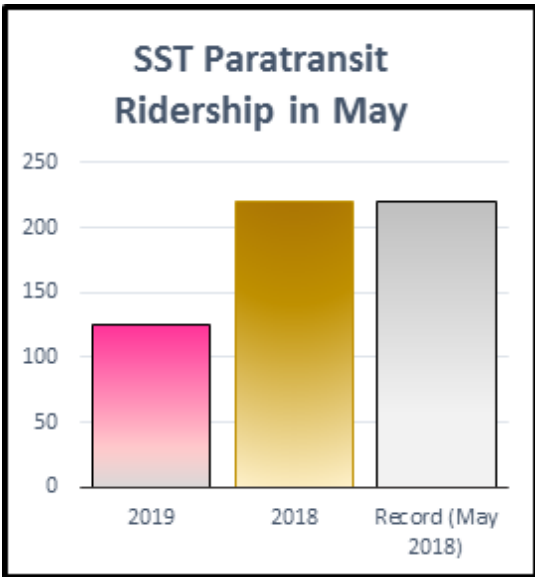
- Code Compliance Policies – working toward written policies, procedures, and priorities to guide enforcement efforts.
- Historic Preservation Surveys – pursuing grant funding for additional historic and cultural resource surveys.
- Historic building relocation guidelines – researching examples from other communities to use as a model for Code updates.

Public Works:

Transit:

- Steamboat Springs Transit passed the 600,000 passenger mark for the year.
- Northern Colorado Clean Cities awarded Steamboat Springs Transit and the City of Ft. Collins with the NCCC Leading Public Fleet of the Year - Government fleets demonstrating leadership in the procurement and deployment of alternative fuels and advanced vehicle technology. Steamboat Springs Transit is honored to receive recognition for the work done to promote the use of a Hybrid fleet along with the use of advanced vehicle technology.

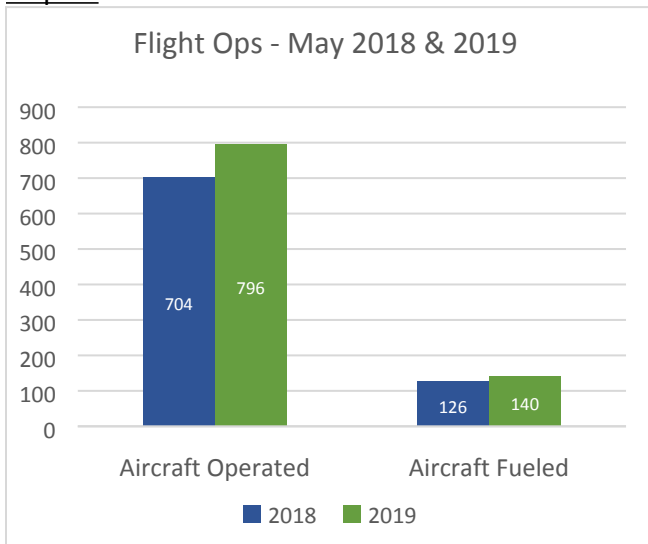




- On June 3rd a US Air Force Osprey V-22 Landed at Steamboat Springs Airport. The pilot and Air Force crew graciously allowed Airport employees and visitors to get photos, and even see inside the cockpit. They also took on 892 gallons of fuel.



Airport



Streets

- Spring is a very busy time of year for the Streets Division. Striping and paving programs are in full swing as crews try to get the roads ready for the busy summer tourism season. Crews also continue to work on stormwater maintenance.
- Trainers from CIRSA came to Steamboat to provide training to the Streets Division on Work Zone Safety and Flagging Certification, Lockout/Tagout, Confined Space and Trenching Excavation.
- Staff continues to work with Baseline Engineering and JSM Builders on the Washout Containment Facility (Grit Dump). The team is

in the final stages of tweaking the design to best meet the project budget. Once the design is finalized, a building permit will be applied for. JSM believes they can have the facility completed by February of 2020.

Water and Sewer

- The big news this month from the Water and Sewer Division pertained to the Sanitary Survey. A Sanitary Survey is a state health department (CDPHE) inspection of a community water system. The health department conducts inspections in Steamboat Springs every three years. We are happy to report that for the second Sanitary Survey in a row, no violations were found.
- Phase II of the infiltration gallery capacity expansion feasibility analysis is in progress.
- Crews from Native Excavating are finalizing punch list work pertaining to the 2018 Riverside Water Main Replacement Project, and the roads within the subdivision are being overlaid as part of the 2019 Paving Program.
- The first segment of the River Road Interceptor Replacement Project has been completed. This first segment began in Howelsen Park near the bike pump track and continued into the baseball field parking lot. Work will be suspended for the summer months so as not to interfere with the rodeo or summer activities at Howelsen Park. Work will resume in late August and will run through early November.
- The Copper Mountain Estates Water Main Replacement Project has been awarded to Duckels Construction. Work will commence in mid-June, and should take approximately three months to complete. While the Copper Mountain Estates subdivision is not that old (24-28 years), the water pipe has deteriorated very quickly due to questionable initial construction and native soils with high PH.
- The water and wastewater rate study update was kicked off in May. A progress report will be provided to Council this fall. After receiving Council feedback, the study will be finalized in December.

- Baseline Engineering has been selected for the Water and Wastewater Infrastructure Master Plan Update. This master plan, last updated in 2009, focuses on the pipes, pumps, tanks, and maintenance programs for the water distribution system and wastewater collection system.

Wastewater

- Throughout May, the Wastewater Treatment Plant treated over 140 million gallons of wastewater. This compares to 101.78 million gallons treated in May 2018.
- Approximately 225 6th graders toured the plant in late May.

Engineering

- As of June 4th, 186 development reviews have been submitted with a review due date in calendar year 2019. 100% of plan reviews have been delivered to the Planning Department from the Engineering Division on time, with 16 reviews currently in queue.
- As part of URA project efforts, staff is moving forward with concepts for the turnaround and streetscape conceptual design along Ski Time Square. Staff is attempting to provide guidance related to the public infrastructure needs as it relates to a private development proposal currently under review. Staff intends to perform outreach to adjacent property owners and provide an update to City Council over the next six months.
- Engineering and GIS have collaborated to develop and implement geospatial field inspection capabilities using mobile tablet devices. This allows staff to perform inspections in the field and update asset information in real time. This will improve efficiencies and provide data in real time across departments.
- As code language stipulates, sidewalk inspection letters have been sent out to some property owners informing them of the need to repair sidewalks related to trip hazards and overall degradation. Staff is ready to assist property owners in understanding repair needs and procedures for performing construction within the right of way.

- The first of two planned engineering standards updates have been adopted. The first update addresses modifications to stormwater design criteria necessary to achieve compliance with the state MS4 permit among other clarifications and process

improvements. The second phase will update traffic study criteria, street standards, additional drainage criteria sections, and review and inspection processes, among other needs.
