

**STATE OF COLORADO
COUNTY OF ROUTT**

**JOINT CITY COUNCIL/COUNTY COMMISSIONERS' MEETING
August 29, 2006**

County Commissioner Douglas B. Monger called the joint luncheon meeting of the Steamboat Springs City Council and the Routt County Board of County Commissioners, to order. City Council members Steve Ivancie, Kevin Kaminski, Paul Strong, Susan Dellinger, Towny Anderson, Ken Brenner and Loui Antonucci; County Commissioners Nancy J. Stahoviak and Dan Ellison; Caryn Fox, County Planning; Kathi Meyer and Elizabeth Black, Yampa Valley Housing Authority; Alan Lanning, City Manager; Wendy DuBord, Assistant City Manager; County Manager Tom Sullivan; Mike Zopf and Nadine Harrach, Environmental Health; Bob White, Human Resources; Tom Leeson, City Planning; Tony Lettunich, Jim Weber, John Thrasher, Linda Kakela, and Julie Franklin, City of Steamboat Springs; E. Walter Scott, P. A. Scott FLP; Margaret Berglund and Diane Brower, Community Alliance; Noreen Moore, Routt County Economic Development Council; Martha Cannon, Hayden Economic Development Council; Kelly Reed, South Routt School District RE-3; Fred Wolf, Lyman Orton, and Diane Mitsch Bush, Vision 2020; Tracy Barnett, Main Street; Dace Carver Kramer, Visiting Nurse Association; Mary Brown, Ellen Høj, Jane McLeod, and John Long, citizens; Kathy Stokes, Chamber/Heart and Soul; Norbert Turek, Slopeside Consulting; Scott Flower, Wolf Run Ranch; Audrey Danner, Yampa Valley Partners; Danny Mulcahy, Telaspec Development; and Mike Lawrence, Steamboat Today, were present. Diana Bolton recorded the meeting and prepared the minutes.

EN RE: PRESENTATION OF AWARDS

Mr. Zopf read a statement from the State Department of Public Health and Environment and presented plaques to the City of Steamboat Springs and Routt County to recognize the local governments' and the community's efforts to improve the quality of the air in the area by reducing particulate matter through various means. He noted that the twenty-year, pro-active effort was probably the most significant environmental issue that had been addressed jointly in Routt County.

Ms. Harrach announced that next month Mr. Zopf would receive from the Colorado Environmental Health Association the prestigious Milton Miller Award, which was only awarded in years when a deserving recipient was selected. The award was for performance of duties beyond those required in the field of environmental health and for elevating the status of environmental health specialists. Some of Mr. Zopf's achievements, all executed with dedication, diplomacy, and good humor, included improving air quality on a local and regional level; directing the inspection of food service establishments, schools, and childcare centers; regulating individual sewage disposal programs to protect groundwater from contamination; managing the Phippsburg and Milner Water and Sanitation Districts; establishing recycling and hazardous waste disposal programs; creating a State-certified drinking water laboratory, and diligently working to minimize the impacts of this summer's Rainbow Family Gathering.

Mr. Zopf said that he was honored to receive the award and to live and work in Routt County, which combined his 29-year professional and life-long passion. He appreciated the County's financial support for his unmandated department as well as the support of his staff, the citizens of Routt County, and the local governmental entities.

Mr. White stated that Renee Donahue had served as the Director of First Impressions under the auspices of the Human Resources Department for six years. She was leaving the area and would be missed. He wished to honor the work done by Ms. Donahue in establishing the exemplary program.

Mr. Brenner said that Renee Donahue's vision and enthusiasm for the First Impressions program, a collaborative pilot program for the State of Colorado, created a model for early childhood education programs throughout the State. He acknowledged her commitment from which all children in Routt County had benefited. Ms. Donahue said that collaboration between governmental representatives and the community had been essential to the success of the project. She introduced Stephanie Howle, who would replace Ms. Donahue as the Director of First Impressions.

EN RE: ROUTT COUNTY ECONOMIC DEVELOPMENT COOPERATIVE MEMORANDUM OF UNDERSTANDING

Commissioner Stahoviak reviewed the history of the Routt County Economic Development Cooperative from its inception at an Economic Summit at which the Economic Gardening concept was introduced and soon thereafter initiated by the City, the County, the Chamber, and Colorado Mountain College in 2003 and for which Noreen Moore was hired as Business Resource Director. Since the original intent of the program was to benefit local businesses throughout the County, the Board for the program decided a year ago that a redefinition and the incorporation of all of the municipalities and area agencies should occur. The result was the formation of the Economic Development Cooperative (EDC), which included representatives from economic development agencies and government Countywide. The first action was to revise the original 2003 Memorandum of Understanding (MOU) to include additional partners, change the fiscal agent from the Chamber to Routt County, and clarify the responsibilities of the Board, fiscal agent, and business resource director. She reviewed the materials in the packet assembled for the present meeting in which the current direction and future activities were recommended. She noted that the MOU was for 2006 but would continue unless the termination clause was invoked.

Mr. Anderson said that City Council only received the revised MOU last Friday and had not had an opportunity to discuss the MOU. He recommended that a general conceptual discussion occur this day and later a more in-depth discussion about the particulars of the MOU occur. Commissioner Stahoviak said that the City Council had received the MOU two weeks ago, and that the entities' representatives on the Economic Development Cooperative Board were responsible for providing regular updates to their organizations. Mr. Anderson stated that the item had been tabled at the City Council's July 22nd meeting.

Mr. Antonucci asked how the organization would coordinate with other similar organizations. He said that the original concept had evolved into ways in which to economically diversify.

Commissioner Stahoviak requested that if the City had changes to the agreement to recommend that they be presented in writing to the Economic Development Cooperative Board so that all entities could be involved in discussing those suggestions.

Mr. Brenner wanted more detail as to how the Cooperative would dovetail with all of the local and regional economic development programs and agencies since many agencies were involved and should cooperate in the overall scope of the Cooperative. Commissioner Stahoviak stated that Recital C of the MOU addressed that question. She said that she had reported at the most recent Area Plan Coordinating Committee (APCC) meeting that the Regional Economic Development Cooperative had discussed a process for developing an economic strategic plan that would be presented in a memorandum to the APCC in September. She felt that the Business Director's 2007 Work Plan would address Mr. Brenner's concern. She added that the Cooperative was currently focusing on a countywide approach and that a regional perspective beyond Routt County would evolve in the future.

Ms. Dellinger asked whether the Cooperative would continue if the City discontinued its funding participation. Commissioner Stahoviak said that the Cooperative would continue to function as long as it continued to be funded. She stated that the Cooperative brought all of the economic development entities within Routt County together, and the City of Steamboat Springs was a major entity without which the Cooperative might flounder. She added that the newer members—the smaller municipalities—were beginning to contribute financially.

Commissioner Monger concluded by stating that no tabling motion for this agenda item was necessary; it was the City Council's responsibility to submit recommendations for changes to the MOU Economic Development Cooperative Board.

EN RE: UPDATE OF THE VISION 2020 FINAL REPORT

Commissioner Stahoviak referenced her August 23, 2006 memorandum that proposed that the Vision 2020 Report be updated. She noted that Diane Brower, a new member who would represent the Community Alliance, was an additional Steering Committee member volunteer to add to those listed in the memorandum.

Mr. Wolf, an original Vision 2020 committee member, said that Vision 2020 was established by the City and the County to celebrate the 100th anniversary of the City of Steamboat Springs. The committee quickly decided that its goals were to establish the community's values, devise a long-range vision for the community, and determine the ways in which to achieve that vision. Input was provided by more than 25 leadership groups, hundreds of individuals, and many businesses at various meetings, picnics, and interviews. The synthesis of that information was that open space, transportation, sense of community, and working together were the major values expressed by the community. Then the

committee evaluated the strengths, weaknesses, and opportunities for each of those values. The ways in which to retain or achieve those values became the basis of the recommendations in the Vision 2020 final report. He noted the significance of the ways in which a great many of the people involved in the committee remained committed to the vision by participating in various governmental and organizational capacities in the community.

Ms. Mitsch Bush reviewed the recommendations made in the Vision 2020 report and noted that each of this day's agenda items reflected those recommendations. She highlighted the many objectives listed on Pages 4-40, 4-43, 4-45, 4-47 that had been initiated, completed, or were in progress. She stated that the transportation issue still needed to be addressed, and the consideration of the impacts of decision-making on the sense of community and the natural environment (Page 4-40), was an on-going, over-arching concept that should be considered in all actions taken, which was an impetus for the suggestion to update the Report.

Mr. Orton said that the Vision 2020 Report needed to be updated at this half-way juncture because it was a far-sighted document that had guided community planning and actions, and new situations on the horizon and new thinking regarding cultural aspects of the community needed to be incorporated into the community's vision. He remarked that in the City's survey conducted last year, the question that received far more responses than any of the other open-ended questions—more than 1,000 responses—was the request to describe the sense of community that pervades the Yampa Valley. Attributes that spoke to the community's heart and soul included friendliness, small town atmosphere, safeness, neighborliness, landscape, and ranching heritage. He felt that since these important characteristics needed to be articulated and retained as they might be threatened by the growth in the Valley, it was time to revisit the Vision 2020 Report. Also, it made good economic sense to update the Report to incorporate, for example, emerging phenomena such as location-neutral businesses. He reviewed the rationale for the proposed budget and suggested that it be approved so that the Vision update process could move forward.

Commissioner Stahoviak noted that the budget was probably high, but since it was only in draft form, it could be refined as the process moved forward. The Vision 2020 Committee proposed that the City and the County share in the cost, which was estimated to be \$38,500 each per year for two years. Also, 61 letters requesting sponsorship contributions had been sent to various organizations to defray that estimation, introduce the process, and enlist participation. She noted that the process and staffing requirements were outlined in her memorandum. She said that the Committee had discussed extensively whether the update could be accomplished in-house. Since the staff that would potentially be involved already had many commitments, the Committee recommended that a project manager position be created and out-sourced.

Mr. Brenner asked how the document interacted with the existing community Plans and the Routt County Master Plan. Commissioner Stahoviak responded that the Vision 2020 Report was more comprehensive and involved other entities and organizations than did the City's and the County's individual area Plans. She envisioned the update as a guideline to be considered by various entities when making decisions regarding action items and that it

could be ratified by all of them. Mr. Orton said that it would be a driver in the creation and updating of community Plans; in other words, it would be a reference base of information of what the community feels is important.

Mr. Brenner asked whether the Sonoran Institute would be interested in the project. Ms. Mitsch Bush said that the Committee would prefer that the proposed manager of the project have considerable local cultural knowledge and experience. Commissioner Stahoviak added that a consultant-driven process was less desirable than a person who would spearhead a citizen-driven process, which was the reason the first Vision 2020 process had been so successful.

PUBLIC COMMENT

Ms. Danner said that Northwest Colorado Council of Governments, the Sonoran Institute, and the Orton Family Foundation had listened to various committees and organizations and could provide input as to what had been learned on a national level.

Ms. Moore said that the economic importance of the proposal was that it would be a critical guide in regard to second-home, part-time individual/residential businesses that were motivated by the matrices that would be represented in the proposed study and would provide the context for the new economy influenced by technology for the next forty or more years.

Commissioner Monger called for further public comment. None was forthcoming. Commissioner Monger closed public comment.

ROUNDTABLE QUESTIONS AND COMMENTS

Mr. Strong thought the idea was great. In terms of funding, both the City and the County were embarking on their 2007 budget processes so the proposal could be considered in light of other potential projects.

Ms. Dellinger said the discussion on the Economic Development Cooperative was indicative of a great part, but she was unclear as to the future overall view of the community as a whole. She felt that money was being piecemealed, and the development of a larger, regional economic development strategy and perspective were in order so that issues such as how much housing to build, the types of tourism to encourage, and the sorts of events to sponsor could be known and planned for.

Mr. Anderson said that an outgrowth of the Vision 2020 Report and the Community Indicators Survey was an identification of the community's sense of place, interests, desires, and concerns as well as the characteristics sought by location-neutral businesses. An update of the Report would be an opportunity to understand what elements kept people here in order to ensure that those assets were preserved and to better inform decision-making.

Mr. Antonucci commented that all Plans and reports needed to be updated periodically because they were works-in-progress, and what was true five years ago might not be applicable at present or in the future.

Commissioner Monger stated that he was awed and impressed with the community's accomplishments and dedication. He was concerned about the cost and the potential overlap, but he understood the need to update the Report to address today's larger, more diverse community and to take the opportunity to refocus the vision of the community's efforts in all sectors. He noted that an update did not entail the creation of a new plan, rather, the integrity of the original should be retained.

Mr. Brenner thanked the original participants for successfully integrating the City's and the County's Planning activities. He noted that the Report was unique in Colorado. He wondered how the Report would integrate other extant documents and wanted specific references to Planning documents, but he supported an update since a lot had changed since the writing of the Report, and the human element of caring permeated the Report.

Mr. Ivancie felt that an update would identify future trends, which was an important investment in the preparation of the community's future, an activity that pro-active governments performed.

Ms. Kakela said that the Vision 2020 Report was the rationale for several innovative partnerships that regionally have generated a minimum of \$25 million in grant funds. She stated that a visionary document carried the community a long way. She said that grant funding for the update could readily be explored.

Mr. Wolf said that an update of the Report would be the basis for the next generation of grant awards.

Ms. Moore added that the Report had created the foundations for receipt of Preserve America, CTO, and cultural heritage monies.

Commissioner Stahoviak said that the Update Committee wanted to know whether to begin the development of RFPs. She asked whether those present supported the rationale and budget that had been offered. She noted that the Vision 2020 Report created a comprehensive vision, but it was 12 years old. It was time to review it, be proud of what had been accomplished, evaluate what had not been completed and the reasons, identify the community's values, and to contemplate what had changed and needed to be done differently.

Mr. Anderson said that the proposal was not an expense; it was an investment that leveraged a lot of dollars for cultural heritage, a sense of place, and the preservation of land. He said that the Committee should move forward with the understanding that the amount of funds to be committed would be determined during the upcoming month and with the challenge to raise the remainder from the private sector.

Mr. Strong said that if the request were presented earlier in the year so that the budget could be considered without pressure, he would feel differently, but the proposal would have to be weighed with all other projects and expenses that the City was currently evaluating.

Commissioner Stahoviak said that a compromise would be a joint agreement regarding the concept, which would allow the Committee to continue its work, the next step of which was to work with the appropriate staff to create Requests for Proposals for a Project Manager.

MOTION

Mr. Brenner moved that the City Council and the County Commissioners support the updating of the Vision 2020 Report and commit staff time between the present and the budget process. Mr. Strong seconded. Commissioner Monger stated that the motion would be voted on jointly. The motion carried unanimously.

EN RE: YAMPA VALLEY HOUSING AUTHORITY ANNUAL REPORT

Ms. Black presented the Yampa Valley Housing Authority's Annual Report. She announced the ribbon-cutting for the 30-unit, deed-restricted Fox Creek Village project on August 31st. She said that the Housing Authority Board was very proud of the project. Other accomplishments included the completion of a Self-Help Program project in Hayden and a Self-Help project that would be completed in Oak Creek this fall. Later she noted that the Self-Help program would be discontinued because it was too difficult to maintain in the Steamboat area market. She stated that closing would occur this week on a 10.7-acre parcel in The Curve area on which Elk River Village, an estimated 33-unit modular, owner-occupied project would be constructed in 2007. The Board of Directors was working on a dedicated funding source for 2007 that would involve a ballot issue, the details of which would be developed over the upcoming six months. This year the Board also conducted several outreach meetings throughout the region from which a Multi-Jurisdictional Housing Plan that incorporated priorities, activities, and projects was developed. The Plan will be helpful when grant applications are submitted. In terms of housing assistance, the Housing Authority was actively involved with the Westland Mobile Home Park relocation program. She noted that the foreclosure rate, 37% of which were first-time home buyers, was high nationwide. If those buyers took a home-buyers education class, that percentage dropped to less than 3%. A home-buyer education program has been launched in Routt County, and this week, a down-payment assistance program had been initiated. The latter required that prospective buyers take a home-buyers education class to qualify. The home-buyer education classes will be conducted on one Saturday per month for the remainder of this year and for all of 2007. Hillside Apartments, a 55-unit, low-income, USDA Housing Authority rental project, continued to operate at 100% occupancy and had a waiting list. Grants have been applied for and others will be written, one of which would help subsidize the Elk River Village project. A Colorado Division of Housing buy-down assistance grant in the amount of \$250,000 has been awarded that will help the 80% and below AMI purchasers of twenty of the Fox Creek townhomes. She asked that the City agree to work jointly with the Housing Authority to conduct a new needs assessment survey since the current survey was almost four years old.

A grant to help fund the survey would be submitted to the State. She noted that the first audit of the Housing Authority had been conducted and was included in the report submitted this day.

Mr. Ivancie congratulated the Housing Authority on the Elk River Village acquisition. He asked what the qualification requirements would be for the project. Ms. Black said that the units would be deed-restricted. The tactic would parallel the approach taken with the Fox Creek Village: to under-commit and over-deliver. Commissioner Stahoviak said that what was financially feasible within the Authority and what outside sources' assistance could be obtained would determine the requirements. She stated that the buy-down grant for Fox Creek allowed offering more of the units to lower income brackets. Mr. Brenner said that if full permanent affordability seemed improbable, the City Council should be notified so that possible financial assistance could be considered.

Mr. Anderson praised the work of the Housing Authority and the Report. He was pleased with the grant applications. He looked forward to further discussions regarding the Westland Mobile Home Park situation.

Ms. Black applauded the Housing Authority's Board of Directors who continued to work tirelessly to accomplish the work completed since the inception of the Authority.

EN RE: INTERGOVERNMENTAL AGREEMENT CONCERNING COOPERATIVE PLANNING EFFORTS AND THE WEST STEAMBOAT SPRINGS AREA PLAN IGA

Commissioner Monger said that discussions had occurred regarding the Cooperative Planning Efforts IGA and the implementation of the West Steamboat Springs Area Plan (WSSAP) IGA. The County Commissioners had reviewed the IGAs' goals and objectives with Ms. Fox and had decided that combining the two might be efficient and follow the updated Plans more closely. If the City Council agreed to that idea, the Commissioners thought that the first step might be to bullet-point list the items that applied to both governmental entities and that should be included.

Ms. Fox reviewed her August 22, 2006 memorandum that outlined some of the Commissioners' concerns about the current IGAs and a preliminary list of items that might be included. She suggested that the new IGA be broad enough to apply to any new plans that might be adopted and reflect the process of reviewing applications by the City and the County. The latter rationale would help applicants understand the process more clearly.

Commissioner Stahoviak suggested that the Board provide the City with an initial list to which the City and the County could add when individually discussing the content of the IGA.

Mr. Brenner said that the boundaries specified in a new IGA would be expanded to include both the WSSAP and the Steamboat Springs Area Community Plan (SSACP). He supported the concept of combining the two IGAs but he was concerned about the ability of an umbrella IGA to strengthen the language in and reflect the fundamental intent of the

Planning principles included in each of the Planning documents. Commissioner Stahoviak said that the intent of the original SSACP IGA was to clarify procedural issues such as annexation, referrals, mutual review, and Planning petitions. She agreed that after a list was devised, the general direction of a new IGA could be jointly discussed. She said that the IGAs had been reviewed by members of the APCC, and changes had been made from which legal staff had developed a document that had not been considered by either the City Council or the County Commissioners. The process should be that the two bodies discuss the content of an IGA then legal staff should develop an agreement that contained the items that both entities wanted to include. Commissioner Monger added that he envisioned an IGA that meshed with the Master Plan but did not necessarily repeat what was already stated therein.

EN RE: WEST OF STEAMBOAT SPRINGS AREA PLAN PENDING INFRASTRUCTURE IMPROVEMENTS AND POTENTIAL FUNDING SOURCES

Mr. Lettunich reported that negotiations were in progress with the property owners' attorney regarding the installation of a sewer line from the Overlook Preserve to the campground across United States Highway 40. Regardless of the ultimate Downhill Drive west to Victory Highway road configuration and alignment, acquisition of two small parcels needed to occur. In regard to alignment contiguous with the Brown property, meetings have occurred but no location has been agreed upon. The engineers have been directed to develop a preferred alignment for that section of road. Landmark, the engineering firm for the Overlook Preserve project, recently made a suggestion that had been submitted to the Public Works Department, which has concerns regarding elevations and cross-sections, but the idea was still under consideration. In regard to the Brown property portion of the proposed road, the City was working with the land owners and their contract purchaser to determine whether the alignment would suit their purposes. A proposal was being reviewed by the contract-purchaser and its engineers; a response was anticipated within a few weeks. Some greenbelt issues associated with the West Acres Trailer Park have arisen among landowners. The City is clarifying ownership rights in terms of road alignments on the Abbey Road and Victory Highway intersection.

Commissioner Stahoviak asked when the City and the County would discuss the aspects of infrastructure costs that would be shared. Mr. Lettunich said that soon the cost of easements would be known, but construction costs had been difficult to ascertain. An agreement regarding shared costs could be developed and later the means by which that expense could be recouped could be devised.

Mr. Brenner said that the issue was whether the City and the County were committed to constructing the initial infrastructure necessary for West Steamboat area development to occur. If committed, staff should be directed this day to continue negotiations so that engineers could establish construction costs. A General Improvement District could finance the infrastructure and reimbursement percentages could be decided later, but the commitment to move forward was at issue. Mr. Anderson said that a list of initial tasks and costs was essential in order to decide which staff to commit and to discuss funding. Commissioner Monger said that the City's and the County's reimbursement expectations should also be established.

Ms. DuBord said engineering fees would be several hundred thousand dollars.

Ms. Brown said that obtaining cost estimates would be difficult or impossible when the road's location was unknown. The WSSAP clearly stated that a master plan was expected from developers so the policy for cost-sharing and affordable housing would be beneficial, but obtaining cost estimates at this point was a premature objective.

Mr. Lettunich said that Landmark had committed to fronting the cost of the New Victory Highway through its property if reimbursement were assured so partnering some initial construction costs was feasible.

Mr. Strong said that engineering costs should be budgeted. Commissioner Stahoviak requested that when the amount to be budgeted by the City was established, the County be informed so that the County could also make budget plans, an action that was critical to demonstrating to the community that the County was committed to the development of the West Steamboat area.

Mr. Anderson said that committing funds to engineering something that might never happen created a Catch-22 situation. One approach would be to respond to an actual development proposal that included a request for public involvement to which the public would have the opportunity to respond. Without a proposal, the question was on what would the money be spent. Mr. Lettunich said that the portion of the road from Downhill Drive to the Brown property could be engineered, aligned, surveyed, appraised, bid, and built, which might solidify or resolve the issues related to the Brown property.

EN RE: NEXT JOINT MEETING AGENDA ITEMS

The next joint City Council/County Commissioners' meeting agenda items will include discussion of the IGA concerning cooperative planning efforts and the WSSAP IGA, further discussion on pending infrastructure improvements and potential funding sources related to the WSSAP, prioritization of the WSSAP Action Items, and an update on the SSAP Action Items. The meeting date and location will be arranged and announced at a later date.

In regard to the proposed agenda item 'Routt County/City Council serving as conveners of all local governments that may have future ballot proposals', Commissioner Stahoviak said that such a discussion was fruitless since governmental entities had no control over agencies wishing to place ballot issues.

No other business coming before the Board and the City Council, same adjourned sine die.

Kay Weinland, Clerk and Recorder

Douglas B. Monger, Chairman

Date