

**STEAMBOAT SPRINGS ACCOMMODATIONS TAX RESERVE COMMITTEE  
MINUTES  
August 18, 2017**

The meeting of the Steamboat Springs Accommodations Tax Reserve Committee was called to order at approximately 12:22 p.m. on Friday, August 18, 2017, in Room 113-114, Centennial Hall, 124 10th Street, Steamboat Springs, Colorado.

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

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

**Evaluation Process Discussion**

DelliQuadri handed out questions that had been discussed during previous meetings for each applicant project.

DelliQuadri: For the questions that were very similar from applicant to applicant, I just copied it so they would be consistent. So even if the discussion was a little different, if there was some element of similarity, I tried to have it be just the same from applicant to applicant.

Committee members appreciated the summary and the language of the questions.

***Old Town Hot Springs***

Eight questions.

Committee members thought the questions covered all the topics mentioned.

DelliQuadri: I had one I wasn't sure I heard correctly, so I didn't put it on here. There was some discussion about the two different phases, and it sounded to me like this committee had a strong preference for the pool phase as opposed to the facility workout phase. Did you want to have anything around that? You kind of get it in Question 3. Do you also want to ask whether or not they're flexible about funding some other part of their bigger picture?

Watson: We also have #7 about partial funding and #4 about construction timeline.

DelliQuadri: Do you want to ask if they would be willing to switch up the phasing if you have more interest in one part of it than the other?

West: I'm confused on how that would work based on the criteria we set forth for this money.

Beall: I put a note to not create pointed questions that drive an applicant towards an answer we want to hear.

Mashaw asked about the "Would a loan work" question; committee members thought leaving it that way would be fine.

Marr: The question in my mind would be: If it's just a refinishing of their existing pools, that would not normally fall within the ordinance. It's more of a maintenance thing.

Mashaw: Correct. We would need to know more about what the pool portion improvements would entail. Hopefully the proponents will expand upon that based on these questions.

**MOTION: Frank Alfone moved to approve the questions for the applicant Old Town Hot Springs as presented; Joella West seconded the motion.**

Discussion:

Meyer: There was a lot of discussion about city moneys and how it overlays to a nonprofit. Is there any need to address that concern? Helen, you had how accessible it is since it's a membership with a fee. I just want to be clear if we missed anything there.

Watson: I don't think those were clarifications for them; it was more for us and our process.

DelliQuadri: Because the Old Town Hot Springs is unique in their formation, and their articles of incorporation reflect that, there might be value in you seeing that. We could ask them to attach those so you can see how the city plays into their existence if that's something you'd like to see.

Mashaw thought that would help. He asked if the financials of the organization or previous financial performance would be additional help to the committee or the public.

**Mashaw offered an amendment to the motion to include those two items, which was accepted.**

**Vote: The motion carried unanimously.**

***Multi-Purpose Facility Ice Arena Addition***

Eight questions.

Beall: I'd rather them describe what the summer facility would look like rather than lead them.

Watson: So remove turf, asphalt, concrete?

Beall: Yes.

Mashaw: What is the facility envisioned to look like in the summer, including surfaces?

Meyer would like pictures of similar facilities, if available.

Mashaw would like to see pictures of what they look like year round.

Watson: For #3, I would request if there are written commitments in place by other user groups if we could get those attachments as well.

Alfone: Maybe we could get those groups to participate now. Can they share where they're at with their process?

Watson made sure the applicants (representatives of whom were in the room) were clear about a tourism driver versus a satisfier.

DelliQuadri will add that to the appropriate question.

**MOTION: Joella West moved to approve the questions for this applicant; Kady Watson seconded the motion.**

**Vote: The motion carried unanimously.**

### ***Arnold Barn Iconic Entry Feature***

Alfone #2: I'd like to see if there are any written commitments.

Watson: So attach the legal agreements.

Alfone: Or letters of intent would work.

Meyer: I'd like you to see the legal agreement that's in place that was just recently signed.

Mashaw: Add that as an attachment.

Beall: That would provide more clarity on #4.

West: What does community mean in the context of #2?

DelliQuadri: What I was trying to go for there was if this is being sold as an iconic entry feature to promote tourism or support tourism, then that image needs to be broadly available and not just privately owned.

West: What image are we talking about? Everybody can come up and take a photograph of the barn.

DelliQuadri: They cannot use it commercially, and that's the problem. If this is a branding item, a branding item is something you want to use commercially. Unless the legal agreements are in place, you cannot do so. So there's a problem if this is being touted as a marketing/branding image but the image cannot be used commercially by anyone who wants to.

Alfone would like to see the easement with the Grand.

DelliQuadri will ask for that in addition to asking the question.

**MOTION: Larry Mashaw moved that the eight questions plus the addition referenced are final for the Arnold Barn Iconic Entry Feature; Frank Alfone seconded the motion.**

**Vote: The motion carried unanimously.**

DelliQuadri will be emailing the applicants the final questions by the end of Tuesday.

### **Timeline and Length Discussion**

DelliQuadri: If we want to get in front of this Council as opposed to next Council, we would need to do an October presentation – probably October 10 or October 17. I must have all materials into the clerk's office the week before. Which one of those we got would be based on where there's room on the agenda. I think it would be helpful if Kathi asked Council if it was appropriate for them to hear it in October, and if so, what Council's direction is.

Meyer: Council has been waiting. We were originally going to get this recommendation before the budget. If you're talking about one or more of these projects that are on the CIP – even if they're on the parked list – it changes the discussion on the 3<sup>rd</sup>.

Meyer: What's the meeting before the full budget on the 3<sup>rd</sup>?

DelliQuadri: The 19<sup>th</sup>. So you would have to have materials in by the 12<sup>th</sup>.

Mashaw: I don't think it's at all unfair to ask the three finalists to make this a big priority. Our committee has, and I think we were wildly unfair to ourselves to the benefit of all the

people who have contributed, and now the pendulum should swing. It's not asking too much if we can look at the dates. There are only eight or nine questions; they're important questions, but I don't believe it would take nearly as long as doing the actual proposal. So let's try to work back from the 12<sup>th</sup> to see what that would look like.

DelliQuadri: If you got their questions by the 30<sup>th</sup>, then you could schedule something the week of the 4<sup>th</sup>.

Watson and Beall are gone that week.

The committee can do the 1<sup>st</sup>.

West will see if she can Skype in.

Presentations 30 minutes total; 15 minute presentation with up to 15 for questions.

DelliQuadri: We will want to do this in Citizens' Room. I'll find out whether or not Gary wants to televise this.

No preference on the order.

Answers will be required to be in by noon on the 30<sup>th</sup>. DelliQuadri will immediately forward electronic copies to the committee; they should be in by the end of the day on the 30<sup>th</sup>.

There will be three hours allotted for the meeting on the 1<sup>st</sup>; the first 90 minutes for presentations and the second 90 for the discussion/decision.

Six page maximum for answers to questions.

Alfone pointed out that the ice arena has ten questions to answer while the others have eight or nine.

DelliQuadri: Questions 1 and 10 are basically attachments.

Mashaw wondered if applicants should be able to watch the prior presentations.

DelliQuadri: For interviews, we ask the other interviewees to not be present.

Alfone: Can we make that decision?

DelliQuadri: Yes, I believe you can. We have done that before where we've asked everyone to get there at the same time, and we've had people wait in the Great Hall or in Crawford.

Meyer: If we're asking specific questions to their project, I don't know that it makes a whole lot of difference.

DelliQuadri: We can do the drawing of who goes first on the day of.

Mashaw: So we can reach the decision on the 1<sup>st</sup>; we would then need to provide something in writing to you so you could put it in on the 12<sup>th</sup> for the 19<sup>th</sup> meeting.

DelliQuadri: I will provide the recommendation in writing to City Council as a rainbow packet item so that it is known when you're looking at CIP stuff on the 3<sup>rd</sup>. Ordinarily, councilmembers don't like that because it comes in after they already have their packet, but in this case...

Meyer: That would be good.

DelliQuadri: I'll then try to get it on the first agenda that's available.

Mashaw: Larry, what do you think you'll need for presentation to the Council?

Mashaw: We'll want to recap the process and recap the recommendation. How much time that is depends on our recommendation and whether it's just one of the proposals or a hybrid amendment.

DelliQuadri: I will draft the Council communication form and have that be the last agenda item on the first.

The PowerPoint would need to be in a week prior to the presentation; Watson can help with it; DelliQuadri will draft it.

Mashaw would rather the presentation be on the 19<sup>th</sup>; he will not be there on the 12<sup>th</sup>. DelliQuadri said that either the 12<sup>th</sup> or the 19<sup>th</sup> is a packed meeting, so it will be on the other one.

The target will be the 19<sup>th</sup>.

### Adjournment

The meeting adjourned at approximately 1:10 p.m.

**MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY:  
Timothy Keenan and Winnie DelliQuadri. Approved this 7th Day of September,  
2017.**