

City Manager Report

From the City Manager

Council Directives Update

Per Council request, an update on Council Directives to Staff is provided as Attachment 1.

City Council Contingency

Per Councilmember Crossan's request, Council may want to discuss your \$7,000 contingency budget prior to year-end. Staff will request direction from Council at the December 3rd meeting.

City Council Retreat

In preparation for the December 11th retreat, Craig Wasserman will reach out to Council members individually to discuss expectations for the retreat. Please plan to set aside approximately 30 minutes to talk with Craig.

World Pro Ski Tour*

Parks and Recreation staff are asking City Council to support Howelsen Hill hosting a World Pro Ski Tour event on January 2-3, 2020. This is a relatively new tour that features up and coming ski racers competing on a national circuit and is a dual slalom race. Both races at Howelsen will be held at night.

The opportunity to bring professional ski racing to Howelsen Hill is a valuable marketing opportunity not only for Howelsen and the Steamboat Springs Winter Sports Club but for the City of Steamboat Springs and our Ski Town USA brand as a whole. This event will be live-streamed on the internet and will become a produced show that airs after the event on CBS Sports. The producers of the event are excited about the history of Howelsen Hill, our unique race course on the Face, the ability to host night races, and the intimacy of the finish at a downtown venue.

The City is asked to provide the build, lift tickets for athletes and course officials, and extended hours for the Friday night and Saturday night races. The estimate for the total cost of these services would be approximately \$7,500. More information on the tour itself can be found at: <https://worldproskitour.com>.

DOLA Solar Grants

The Colorado Department of Local Affairs has awarded both of our solar planning projects with grant funding. The City is the fiscal agent on the solar power shaving and net metering grant, which would allow us to assess the feasibility, sizing, and specifications needed for solar installations on both the Ice Arena and the Wastewater Treatment Plant, as well as on multiple other local government buildings in Routt and Moffat Counties. The City of Craig is the fiscal agent on the regional solar utility/garden project, which seeks to establish the feasibility of developing a large solar utility in Moffat County with purchase agreements to provide power to us and other partners.

Fire Study Grant

The Colorado Department of Local Affairs has awarded the City of Steamboat Springs a grant in the amount of \$25,000 to assist with planning related to both the renovation of the existing Mountain Fire Station and construction of the new Satellite Station downtown. Congratulations to our grant writers!

Core Trail West Grant Match

City staff is working to identify pathways forward that would enable planning, design, and construction of a Core Trail west extension to the Steamboat II and Silver Spur area. In 2019, the project was "above the line" on the 6-year CIP, however in 2020, the project did not score high

enough for general fund dollars. The total project cost is \$3.2 million. Staff has identified three different grant opportunities that, if successful, would require matching funds of \$640,000 to leverage the full project cost over the next four years. Analysis of the excess Accommodations Tax Fund indicates that there will be sufficient reserves to provide the needed match. Unless we receive different direction from Council, staff will plan on bringing Council additional information and a resolution in December to commit excess accommodation tax reserve funding as a grant match. If grants are successful, funding would consist of \$200,000 in 2020 and \$440,000 in 2023.

Community Survey*

As happened in 2017, staff recommends that the 2020 Community Survey be overseen by a committee consisting of two City Council members, a Parks and Recreation Commission member, a Planning Commission member, and a representative from the City Manager's office. Both Parks and Recreation Commission and Planning Commission are being asked to appoint a member to the committee. Staff requests that Council appoint two Council members to the Community Survey Committee. The Committee will meet in December and then weekly in January and February with one or two additional meetings in March and May.

Chamber Funding Request*

The Steamboat Springs Chamber has requested the City of Steamboat Springs to cover the cost of a legal opinion regarding the Tourism Improvement District and its implications with TABOR. The Chamber has been in contact with Tom Downey, Director at Ireland Stapleton, P.C. in Denver. Per Mr. Downey, "Our understanding of the engagement is that it would be limited in scope. The corporation has engaged Special Districts counsel to create the entity. So in the vernacular, they would be doing the heavy lifting. Our role would be to advise you and your board about the law, processes and other implications, such as TABOR. It will likely include participating in phone calls with other entities' attorneys, but not attending meetings in person in Steamboat.

We would review documents and offer edits, rather than creating original drafts. Therefore, the range of our time depends on your needs. Our best guess is that it would be a minimum of \$5,000, which is what our retainer would be. If it ends up being less, we would refund you the difference". Staff is requesting direction from Council on this request.

Municipal Court Online Payment

The Steamboat Springs Municipal Court recently unveiled a new online payment portal for traffic and animal tickets that do not require a mandatory court appearance. Citations for animal tickets such as animal-at-large and no license along with certain traffic tickets can now be paid through the online portal. Access is available through the City's homepage as well as from the Municipal Court Department page.

West Lincoln Park

On October 26, 2019 City Council members Heather Sloop, Robin Crossan, and Kathi Meyer, Parks and Recreation staff, and members of the community gathered for a ribbon cutting ceremony to celebrate the new playground at West Lincoln Park. The new playground encompasses the natural environment of Northwest Colorado and weaves an outdoor theme across various natural activity elements.





From the Departments

Parks and Recreation

Howelsen Ski and Rodeo Complex

- Snowmaking began early for the 2019/2020 ski season. At this time, snowmaking operations are approximately 1/3 completed.
- The Poma refurbishment project is progressing. The motor and bull wheel have been re-installed and the new drive will arrive this week. The Poma repower project is expected to be completed prior to the start of the regularly scheduled operating season on November 30th.
- Parks and Recreation and IT staff completed a joint project to bring a new fiber optic line to Howelsen Hill in September.
- Howelsen Hill concession stand has been open since November 5th for pre-season pass sales.
- City staff is accepting proposals for mobile food vending at Howelsen Hill for the 2019/2020 ski season.
- Steamboat Springs Winter Sports Club training got an early start this year beginning on November 7th.

Open Space and Trails Division

- The Upper Spring Creek Dam Modification Capital Improvement Project is finalizing work on-site to ensure the dam spillway modifications function as designed for spring runoff. Due to the contractor being behind schedule and the early snowfall, they will need to finish re-vegetation and some

additional work in 2020. Access to the ponds and dog park will remain closed for the winter and the duration of the project. As previously noted, the project is currently over budget by approximately \$50,000 - \$60,000 due to unexpected poor soil conditions in the dam and materials hauled off-site. The overage is being covered by surplus Capital Improvement Project funding from the 2018/19 completed Emerald Park Parking Lot project.

- Public Service Company of Colorado (PSCO) is near completion rebuilding and adding safety features to the natural gas valve on the east side of River Road (County Road 14) on City conserved open space. City staff is working with Colorado Parks and Wildlife and PSCO to verify the project is completed in 2019.
- Yampa Valley Electric continues to work on the new transmission line on Emerald Mountain and will be completing improvements and reclamation in 2020.
- In early October, staff contracted with Routt County Riders to complete a trail re-route and improvements project on the summer multi-use trail Mile Run. The project was funded by 2A Trails and provides a safer, easier, and more sustainable trail to better accommodate two-way traffic.
- Open Space and Trails seasonal staff employment ended in mid-October. We want to thank them for all their hard work and a great season!
- Staff attended the Trails Symposium on October 9-10th in Boulder. There were 91 attendees from 27 local, state, and federal agencies to discuss a wide variety of trails topics.
- 3 Parshall flume water flow measuring devices were ordered and delivered for the Legacy Ranch. The flumes will measure water flows in the Gilroy and Windsor ditches at the Legacy Ranch property and meet the requirements of the Colorado Division of Water Resources. The flumes will be installed next spring.
- Staff attended the Front Range Pest Management workshop to fulfill continuing

education credits for their Commercial Applicator license for noxious weed management.

Parks Division

- Local sports leagues are no longer renting fields for the year and all parks have been winterized with soccer, tennis, and volleyball nets put away for the winter.
- All landscape equipment has been winterized and snow plowing equipment is ready for the winter season.
- Parks seasonal staff employment has ended for 2019. Full-time shared employees have begun work at the Howelsen Hill Ski Area for the season.
- The concrete sidewalk connecting the Yampa River Core Trail to the new playground in West Lincoln Park is scheduled to be complete by November 15th.
- The Parks Crew Leader position vacated by Robbie Shine (promoted to Howelsen Ski and Rodeo Supervisor) has been filled by Nick Neiberger. Nick has worked as a seasonal Parks Worker, Snowmaker and Lift Operator for four years. Congratulations Nick!
- The Klumker Field Renovation Capital Improvement Project is complete. The entire field was laser graded with a new irrigation system, new sod, new warning track, drainage system, and a new infield mix installed.

Adult Sports and Field Scheduling

- Outdoor fall adult sports wrapped up with the snow on October 17th. Unfortunately we were unable to host the championship game for our 7v7 soccer league due to snow and field conditions. Indoor volleyball is currently in full swing at the Steamboat Springs Middle School. We have 5 A-league teams and 4 B-league teams participating this fall.
- Our trial Ultimate Frisbee league was a success and saw solid participation numbers. We are looking to continue this league indoors this winter at the Tennis Center.
- The winter hockey season began November 3rd. We currently have 9 C-league teams, 6

A/B-league teams, and 5 A-league teams. Adult winter hockey will take place Sunday through Thursday nights at the Howelsen Ice Arena.

- Other winter adult sports include indoor soccer and a few other new ideas beginning in January. All indoor sports leagues depend on indoor facility availability.

Youth Programs

- Session II began on November 4th with full Afterschool Programs and ASSET Clubs. School days off are full with waitlists over the upcoming holiday break. Afterschool Action is actively recruiting new staff members to fill the gaps that will be left when staff leave for winter jobs.
- Staff will attend the Afterschool Zone conference in Loveland, Colorado on November 16th. This full day event hosts keynote speakers and breakout sessions specifically for professionals working with school-age children.
- The 2019-20 Teen Council is up and running and their first event will tentatively be a Parent's Night Out on December 13th. The current members are heading to each of the schools in Routt County and will be handing out "Spur Change" grocery bags to students by the end of November.

Howelsen Ice Arena

- The Ice Arena hosted a Peewee tournament from October 30th – November 3rd. Steamboat PEEWEE played a great game and won in the finals against KRIVO, an elite hockey training program on the Front Range.
- The Adele Tournament played at the Ice Arena from November 8 - 10th. This is an annual girls U12, U15, and U19 tournament hosted by the Youth Hockey Association and in celebration of Adele Dombroski's life. 14 total teams or approximately 500 people including coaches and parents were in town competing with teams from as far as South Dakota.

- The Steamboat Wranglers hosted the Northern Colorado Eagles on November 8-10th.
- The arena ordered and received replacement joysticks for the bumper cars and will begin replacing these before the busy season begins in mid-November.
- Staff is currently planning for a Winter Town Challenge Ski Ascent Series, partnering with an already established series and the Steamboat Resort who will provide promotional and logistical support. The series will include five proprietary races at both Mt. Werner and Howelsen Hill. Series participants will also be able to earn points by participating in Cody's Challenge at the end of the season.

Marketing & Events

- Material development continues for all winter marketing initiatives. This includes updates to the Winter Activity Brochure, Yampa Valley Regional Airport video loops, and ads in a variety of regional publications. Ads for the Steamboat Visitors Guide, CO Life Magazine, Go Alpine Magazine, and Steamboat Neighbors have all been finalized and shipped to the publishers.
- Planning is underway for the 2019/2020 Howelsen Hill ski season including lodge/concession signage, merchandise, website updates, pass design, social media, and marketing plans. For the 2019/2020 season, additional marketing initiatives will take place around the IKON pass blackout dates, including increased radio promotions and newspaper ads.
- Ski Free Sunday sponsorship outreach continues. A mailer that included the 2019-2020 Ski Free Sunday Sponsorship Guide and letter from the Parks and Recreation Director went out to over 450 local businesses and organizations at the end of September. Outreach continues for a Presenting Sponsor but to date, several Supporting and Single Day sponsors have been secured, as well as several in-kind partners that will help support operations during our enhanced event dates. All sponsorship program proceeds benefit the Howelsen Hill Ski Area Endowment Fund.
- Howelsen Hill will be featured in the December issue of American Way, American Airlines in-flight magazine. The article will focus on Colorado's independent and community owned ski areas. Staff is in the process of working with their writers to provide information for the article.
- Social Media- Parks and Recreation Facebook pages:
 - During the month of October, the Parks and Recreation Facebook page saw an 89% increase in Post Reach and a 103% increase in Post Engagements. The top 3 Parks & Recreation Facebook posts in October (most impressions) included: 1st Snow of the Season (2.2k), Mile Run Trail Closure (692), and Triple Crown Sports at Emerald Park (384).
 - During the month of October, the Howelsen Hill Facebook page saw increases in several areas, including, a 34% increase in Page Views, a 56% increase in Page Likes, and a 91% increase in Post Reach. The top 3 Howelsen Hill posts in October (most impressions) included: Snowmaking Crews Crank Out Snow (562), Hello Winter (530) and Tree Removal (405).
 - During the month of October, the Howelsen Ice Arena Facebook page saw a 117% increase in Recommendations. The top 3 Howelsen Ice Arena Facebook posts in October (most impressions) included: Halloween on Ice (127), Wranglers Season Begins (117), and Pink the Rink (111).
- The 2019/2020 Nordic Ambassador program is gearing up with 13 returning ambassadors confirmed. The online shift sign-up program will be utilized again this year with November 30th being the official program start date. Additional volunteer outreach will begin mid-December.

Tennis Center

- During the September 11th Parks and Recreation Commission meeting, the Commission recommended that City Council approve the Tennis Center Concessionaires proposed expansion of a new Pickleball Center. The concept presented included an \$8M facility that would be funded through donations and grants. The only financial assistance requested from the City is contributions of staff time to research and receive grants, consideration of permit fee exemptions, and consideration of 2A funding. The Tennis Center Concessionaires and the Steamboat Pickleball Association have been discussing possible agreement terms with the City Attorney with the goal of presenting to the City Council in January 2020.

Haymaker Golf Course

- The golf course closed for the season on October 17th. We have had a great season and appreciate all the support from our community!
- Despite being open 27 fewer days than last season, rounds were up by 5% and revenue was up 11%.
- Currently we are looking at ways of getting the Steamboat community further involved at Haymaker in 2020. Some areas we are exploring are winter junior golf programs and an adjusted tournament/ league schedule for adults.
- Season passes are on sale now with split payments and free buddy passes available through December 21st.
- Course deep tine aerification was completed on the greens on October 14th and snow mold preventative applications were completed on tees and greens.
- Early winter projects continue including planning and preparing a site for the new nursery green and mapping golf course drains with GPS coordinates.
- Vole control measures have begun using packed snow as a means to deter movement.

- Steamboat Ski Resort has staged equipment for Nordic / sleigh ride operations and the Clubhouse winter preparations continue with installation of heat tape in perimeter drains and constructing compressor unit covers.

Administration

- City staff and the Parks and Recreation Commission have been tasked with investigating potential opportunities for a tax or fee on river tube sales and potential user fees for floating/tubing the river. Staff is currently researching how other river communities are managing river recreation and is seeking public comment on EngageSteamboat.net. An update will be given at the November 13th Parks and Recreation Commission meeting.
- City staff and the Parks and Recreation Commission have started a discussion on e-bike usage on City owned trails. While Class 1 e-bikes are currently allowed only on the Core Trail and Walton Creek Trail, Class 1 and 2 e-bikes are being used on soft surface trails throughout the City including neighborhood trails and Emerald Mountain trails. Staff is currently seeking public comment about e-bikes on EngageSteamboat.net.
- Staff provided an update to the Routt Recreation Roundtable on our current topics of e-bikes and River User Fees and encouraged them to provide public comment.
- The Parks and Recreation Department will begin installing a small, temporary sample section of fencing at Rita Valentine Dog Park and will ask community members, neighbors, and park users to provide feedback on EngageSteamboat.net.

Planning

- There are currently 64 projects at some stage of the development review process. Five projects are showing as late in receiving DRT review comments.
- Updates on projects:
 - Development Review Project Reports- Staff is reworking our project tracking and administrative decision reports in an effort to minimize manual data entry, improve

reliability, reduce potential for error, and increase the usefulness of the shared information. Staff is open to feedback as we start sharing the new reports.

- Vacation Rental Committee Recommendations- Concluding research on outsourcing options for registration and compliance enforcement by talking with vendors and other communities. We will be presenting options and staff/resource needs to City Council for further direction at the December work session.
- Code Amendments- Completed open space and public notice code amendments. Continuing to work on the following topics for code updates: definition of Family, waterbody setbacks, Entry Corridor Overlay Zone, solar gardens and solar incentives, easement encroachments, plat exemption for City-owned properties, and small cell wireless standards.
- Sign Code Update- Continuing to review draft sign standards with Planning Commission. Staff will provide an update to City Council at the December work session and we will be seeking direction regarding proposed amortization policy.
- Land Management Software- CityView will be on-site November 18-19th to kick off the City and the County's implementation process. We anticipate a complete project schedule at the conclusion of the kick-off meetings and we will share with City Council at that time.
- Planning Commission Review Authority Outreach- We are continuing to prepare for changes to the development review process effective January 1st. We have completed changes to staff report and resolution templates, public notice templates, and agenda templates. We have begun public outreach efforts which will include a flyer, press release, website updates, and email blasts. Planning and legal staff are working with Planning Commission to prepare them for changes to meeting procedures.
- Mountain Town Subarea Plan- A Request for Proposals was released October 13th

and the deadline for submitting proposals was November 13th. A selection committee comprised of representatives from Planning, Public Works, City Manager, Planning Commission, and Urban Redevelopment Authority Advisory Committee are evaluating the proposals received. We plan to select a consultant and be under contract prior to the end of the year.

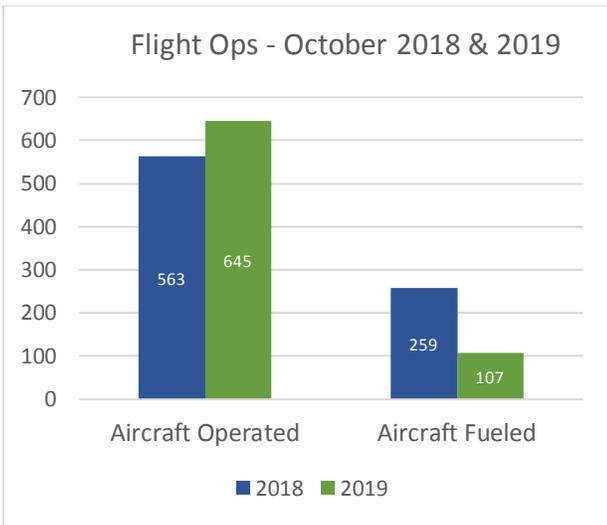
- The City has received several requests for the release of employee unit deed restrictions and we are aware that additional requests are likely forthcoming. In the past, City Council has considered individual requests on a case by case basis; however, there is no established criteria for staff or Council to evaluate these requests. Staff recommends that Council consider a moratorium on hearing such requests until Council has an opportunity to discuss and adopt a policy statement on the topic. We have tentatively scheduled the topic on the December work session agenda.

Public Works

Airport

- The Airport received a firefighter Sky Crane helicopter and support team on October 5th that was pre-positioned at the Airport for the remainder of the fire season.





continue on River Road from approximately Agate Street to the south end of the Brooklyn neighborhood.

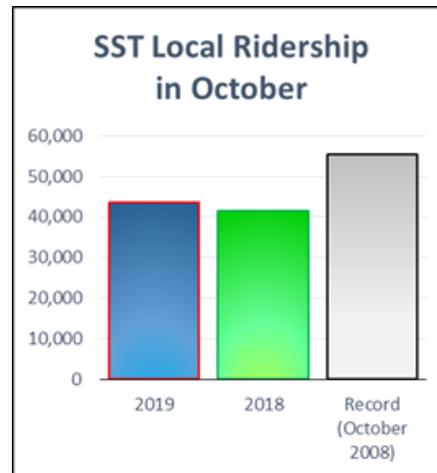
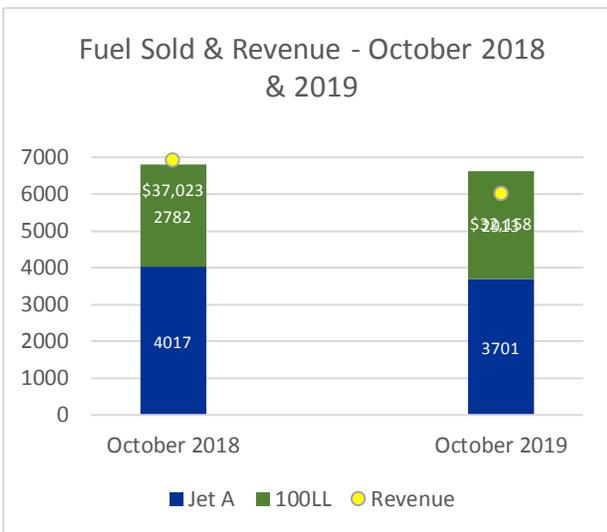
- The West Area Water Tank land subdivision review by County Planning has been completed. The project is scheduled to go before County Planning Commission on December 19th and the Board of County Commissioners on January 14th.

Wastewater

- The Wastewater Treatment Plant treated 71 million gallons of wastewater in the month of October. This is approximately 3% more than the amount of wastewater treated in October 2018.

Transit

- See Attachment #2 for a list of new Steamboat Springs Transit drivers.

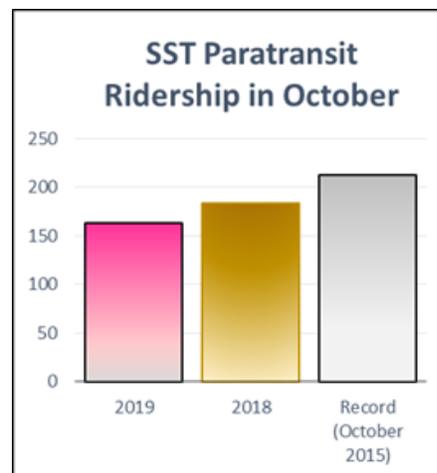


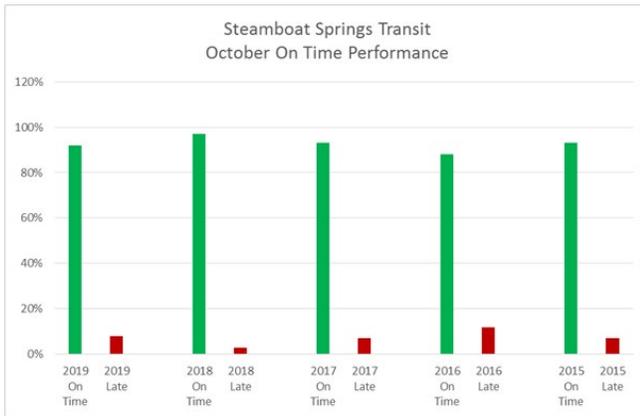
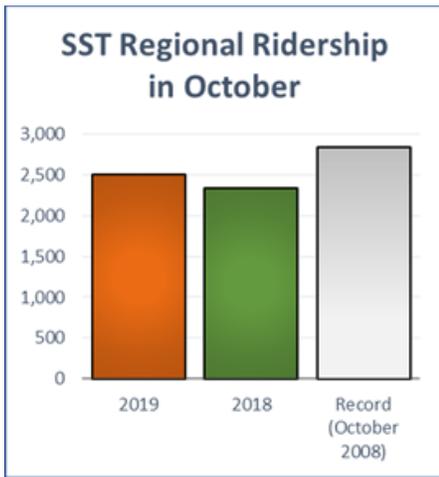
Streets

- Throughout October, shouldering work continued on 13th Street for bike lanes which will be completed in 2020 as part of the overlay program.
- On October 7th, Streets crews plowed our first snow of the 2019-2020 winter season.
- Streets crews replaced several sections of stormwater pipe, including 40 feet on Storm Meadows Drive and a large-diameter culvert at Weiss Drive and Highway 40.

Water and Sewer

- Work was completed for this year's portion of the River Road Interceptor Replacement Project. Weather caused some delays in the project but paving was completed during the first week of November. Next year, work will





- Construction on 13th Street has been completed for this year. Punch list items as well as one small stretch of sidewalk within the railroad right-of-way will be completed next summer.
- The Fish Creek Underpass project has been substantially completed and a ribbon-cutting event was held on November 7th.
- Duckels Construction has completed placement of the Oak Street culvert as part of the Butcherknife Floodplain Improvements project. Sidewalks along Oak Street between 6th and 7th will wrap up shortly. Next year's work will focus on sidewalks and segments of the creek along 7th Street on both sides of Lincoln Avenue.

Engineering

- As of October 16th, 349 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 23 reviews currently in queue.
- Ben Beall and Rebecca Bessey visited the Steamboat Springs Middle School to talk to the STEM class and Robotics Club, meet with students, discuss what it is like to work as a public servant, and go over some of the planning documents that the city uses to guide decision making.

Attachment #1

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
City Manager	Proceed with DOLA Energy Grant for Waste Water Treatment Plant per grant guidelines. Provide update to Council.	6/17/2019	Grant of \$200,000 has been awarded for a regional project- "The Northwest Colorado Regional Peak Power Shaving Solar Planning Project". This project includes many partners and facilities in Routt and Moffat counties. RFP will be issued this year.	X
	Draft letter to FCC regarding catastrophic phone failure.	7/16/2019	Get recommendations from Mo DeMorat.	
	Discuss structure of Brown Bag council lunches at December retreat	9/3/2019	On the agenda for December retreat	X
	Execute the Mountain Town's Pledge	10/8/2019	Completed	X
	Expedite SRO request with School District	10/15/2019	Letter sent on 11/13/19	X
Clerks	Schedule work session on reconsideration of council actions and votes to clarify expectations and procedures.	2/27/2019	Scheduled on the Annual Retreat agenda.	
	Notice CAST meeting	10/15/2019	Posted on October 18, 2019.	X
Finance	Consider Yampa River Fund donation at budget retreat in October	9/3/2019	Second reading of budget (11/19/19) includes funding \$25,000 out of the Utility Fund and \$25,000 out of the General Fund for a total contribution of \$50,000.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
Parks and Recreation	Check condition of signs for natural hot springs around town	12/18/2018	Staff has obtained estimates and requested funding in the 2020 budget to replace these signs. Additionally, we are working with local partners on content and possible grants for replacement in 2020.	X
	Research possible tax on river tube sales	3/5/2019	Staff met with the Parks and Recreation Commission on October 23rd to discuss the City's current policy and noted there is no legal mechanism to enforce the policy. Staff is researching other policies and utilizing Engage Steamboat for the public to comment and take a brief survey. Further public conversations with the Parks and Recreation Commission are scheduled for December 11, 2019 and February 12, 2020.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
	Parks and Recreation Commission to provide assessment of how current e-bike regulations are working. Consider other scooters and e-vehicles as well	9/3/2019	Staff met with the Parks and Recreation Commission on October 23rd to discuss the City's current policy and noted there is no legal mechanism to enforce the policy. Staff is researching other policies and utilizing Engage Steamboat for the public to comment and take a brief survey. Further public conversations with the Parks and Recreation Commission are scheduled for December 11, 2019 and February 12, 2020.	X
	Proceed with Sulfur Cave National Designation	9/3/2019	National Park Service personnel sent the final draft to City Staff for edits/ review on October 24th. No edits were made and the report will go out for peer review before a final decision on designation is made.	X
	Proceed with Howelsen Hill and Hogadon Ski Area partnership	10/8/2019	The agreement with Hogadon Ski Area has been executed. Website links are live and social media updates are scheduled.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
	Move forward with Triple Crown Emerald Field use next year	10/15/2019	Staff is working with Legal Staff to amend the contract with Triple Crown Sports to allow for use of Emerald Park in 2020.	X
Planning	Research code changes to accommodate tiny homes, both on wheels and foundations. Follow up on staff recommendations and impact fees. Schedule for September with VRBO discussion.	6/5/2018	Presented Vacation Rental Committee recommendations in May. Researching options for implementation, including process, budget, staffing, and resources. Worksession scheduled for December 19. Tiny home and impact fee topics are on the unscheduled 2019 work session list.	X
	Provide Council with timing and budget for Base Area Plan.	6/11/2019	RFP Released. Proposals due November 13, 2019.	X
	Provide Council with update on Zucker Report.	6/11/2019	Development Review Team policies and procedures being drafted. Final document will be shared with Council once complete.	
	Draft resolution for consideration of housing metrics to be presented at September Council meeting.		Resolution adopting the Housing Index approved on October 15, 2019.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
Public Works	Provide offer to owner of Old Steamboat Pilot Building for 8 hour parking in front of building until property is redeveloped. In return, owner must agree to temporary construction easement. Dan will provide definition of redevelopment. If owner does not agree, then proceed with alternative design.		Staff is working with the property owner's civil engineer to resolve differences of opinion in the design and cost estimate. Staff is hopeful to have these differences resolved by 12/1/19.	X
LONGER TERM PROJECTS				
Fire	Renegotiate city and Fire District IGA	11/3/2017	Fire District Oversight Committee will be reviewing.	X
	Move forward on Options 1 and 2 for Fire Station location; Schedule another WS on Option 4 (10th and Lincoln); Research history of Stockbridge site and provide Council with info.	10/8/2019	Proceed with Option One for Fire Station site (Mountain Station upgrade and central substation). Consider additional downtown sites for substation.	
General Services	Proceed with Xeriscape innovation idea in front of Centennial Hall	12/11/2018	Project was essentially completed on 10/25/19. Need to complete 5 tasks in the spring including installing shrubs, check and adjust sprinklers, install informational signs, install picnic table, and install bike rack. Estimated final completion date is 6/1/20.	X
	Proceed with See, Click, Fix innovative idea	12/11/2018	This project is on hold and has not been funded in 2020.	

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
	Develop a long-term capital and maintenance plan for HH. Break out into four areas: Nordic; Alpine; Training Jumps; and Summer Season. Develop fallback plan.	11/3/2017	Colorado Design Consultants have been contracted to expand the asset management plan created for the jumps to the rest of the infrastructure at Howelsen and update GIS mapping at the Hill to provide accurate maps of existing infrastructure. This effort is expected to be complete in Spring 2020. Council has directed staff to engage the structural engineer for the new lift, determine sequencing, and keep the project moving forward. There is \$650K to help fund Howelsen Hill Stabilization and \$55K towards a new chair lift proposed in the second reading of the 2020 budget on 11/19/19.	X
	Provide support to Arts Council in design process for West Lincoln Park - Proceed with recommendation 4 for West Lincoln Park (playground this year)	5/1/2018	Playground installation was completed in October with a grand opening held on October 26th. Staff will complete the ADA concrete walkway and landscaping as contractor availability and weather allows. The requested funding for a shelter was not approved in the 2020 budget.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
	Continue to explore innovative idea of camping at Rodeo Grounds – get more info on cost to upgrade facilities, scheduling, cost recovery, etc.	12/11/2018	On Hold. Staff have budgeted for design of delineated camping spots for Rodeo contestants, with the goal of having cost estimate to be considered for inclusion in the 2020 budget. Staff has received an initial design from Baseline Engineering and is in the process of receiving feedback from the Pro Rodeo Board. Staff and Rodeo Board personnell have concerns about the design and loss of contestant parking. Staff has cost and facility utilization concerns as well.	X
Planning	Evaluate process and seek procedural improvements in the development review, engineering and permitting processes per Zucker report. Triage Zucker Report financial impact list.	11/3/2017 3/13/18	Development Review Team policies and procedures being drafted. Final document will be shared with Council once complete.	X
Public Works	Pursue acquisition of West Area Water Tank	11/3/2018	Routt County Planning staff has completed their review and have recommended approval. The project goes before the Routt County Planning Commission on 12/19/19 and the BCC on 1/14/20.	X

City Council Directives to staff via the City Manager

Department	Task	Date Assigned	Status (% complete; Gathered info, working on report; Placed call, awaiting response; Delayed due to...)	Updated since last report
	Mid-year review of streets, CIP, and intersections including ratings and justifications in Manager's Report.	2/26/2019	Staff recommends including this exercise in the Transportation Master Plan. Staff anticipates at least two City Council meetings in 2020 to discuss progress, findings, and direction for this master plan.	X

Attachment #2

Steamboat Springs Transit Seasonal Drivers 2019-2020



Name	Adam Garrett	Adam Zabel	Alicia Woods
Originally From	New Boston, Texas	Midland, Texas	West Palm Beach, FL
Where were you before Steamboat Springs?	Skagway, Alaska	Fort Polk, Louisiana	Juneau, Alaska
Are you new to driving a bus?	Yes	Yes	Yes
What drew you to this job?	Hoping to get a CDL and experience to make myself more marketable.	Training	Learning something new. CDL! Beautiful Area

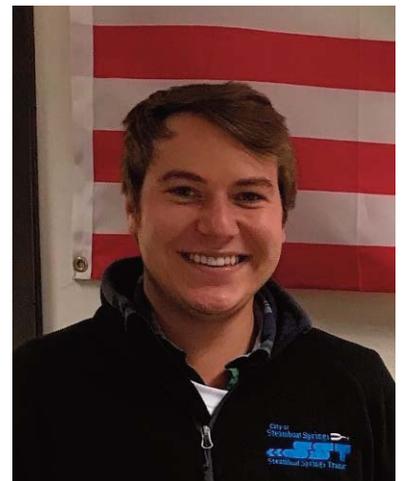


Name	Bill Kipper	Bradley Kennerick	Catrina Maisonet
Originally From	Kansas City, Kansas	Flushing, Michigan	Buffalo, New York
Where were you before Steamboat Springs?	Been in Steamboat Springs for 31 years	Lansing, Michigan	Omaha, Nebraska
Are you new to driving a bus?	Yes, but drove shuttles before	Yes	Yes
What drew you to this job?	Class B License and job benefits	Colorado, nature and a ski town	Empty nester, looking to break free from cubicle life.

Steamboat Springs Transit Seasonal Drivers 2019-2020

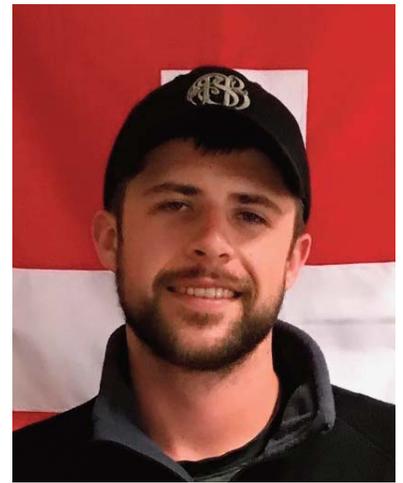
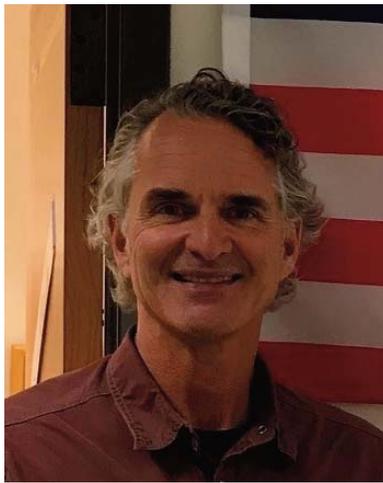


Name	Dylan Centola	Jeff Fielitz	Keith Rutt
Originally From	Larkspur, Colorado	Kissimmee, Florida	Lancaster, Pennsylvania
Where were you before Steamboat Springs?	Skagway, Alaska	Brooklyn, New York	Ocean Park, Washington
Are you new to driving a bus?	Yes, but have operated similar equipment	Yes	Yes
What drew you to this job?	Class B CDL, Benefits and Ski Town	Always wanted to see Colorado	Location, pay, seasonal. Great impression from Tyler and Darcy.



Name	Laura Paul	Michael McMillan	Owen Dee
Originally From	Yukon, Oklahoma	Columbia, South Carolina	Tampa, Florida
Where were you before Steamboat Springs?	Seward, Alaska	Yellowstone National Park	Tallahassee, Florida
Are you new to driving a bus?	Yes	No	Yes
What drew you to this job?	Steamboat Springs - Colorado, small town, snow, CDL and pay.	Curious about Steamboat Springs. Positive vibes from Tyler and Darcy.	Friend referral from driver that worked last season.

Steamboat Springs Transit Seasonal Drivers 2019-2020



Name	Robert Dippold	Roger Anderson	Sam Brown
Originally From	St. Louis, Missouri	Jamaica	LaCrosse, Wisconsin
Where were you before Steamboat Springs?	Ft. Collins, Colorado	Florida	Seward, Alaska
Are you new to driving a bus?	Yes	No	Yes
What drew you to this job?	Being an ambassador for Steamboat Springs.	SST, transit and customer service	Living and working in a ski town for a winter. Getting a CDL.



Name	Scott Curry	Scott Fritz	Steven Bamberger
Originally From	Anchorage, Alaska	Millbrook, Illinois	Macon, Georgia
Where were you before Steamboat Springs?	Juneau, Alaska	Denali National Park, AK	Ringgold, Georgia
Are you new to driving a bus?	Yes	New to urban and winter bus driving.	Yes
What drew you to this job?	New opportunity in a gorgeous place.	Sense of community and professional development	To experience a Steamboat Springs winter.

Steamboat Springs Transit Seasonal Drivers 2019-2020



Name	Thomas Allen	Trevor Trepanier	Tyler Faulkner
Originally From	Bedford, Virginia	Allen, Texas	Cincinnati, Ohio
Where were you before Steamboat Springs?	Elkins, West Virginia	Breckenridge, Colorado	Glacier National Park
Are you new to driving a bus?	Yes	No	Yes
What drew you to this job?	Good pay and benefits, CDL and be in a ski town.	Small town vibe and champagne powder	Been to Steamboat Springs. To stay here with better opportunity.