

City Manager Report

From the City Manager

Council Meeting Dates

Finance has several ordinances for City Council to consider over the next two months related to the 2020 and 2021 budgets. To summarize the timing, Council will first see the ordinance to create the Fire and EMS Tax Fund along with the 7th supplemental budget appropriation to appropriate the funds needed to return staff to 40 hours per week. These meeting dates are set for October 13th and October 20th.

Next, City Council will consider the 2021 budget ordinance scheduled for November 10th and December 1st. We have also scheduled the 8th supplemental budget appropriation ordinance, including year-end cleanup for additional grant-related expenditures, for November 17th and December 1st.

Budget 2021

I would like to thank City Council and staff for the amazing effort in assembling and considering the proposed 2021 budget. This was truly a collaborative process that utilized input and feedback from multiple sources. I appreciate everyone's contribution and felt the all-day budget meeting was very effective. Thank you!

Colorado Association of Ski Towns (CAST) Meeting in January

Following a survey of CAST members, there was interest in attending a January meeting in Steamboat Springs; however, the CAST board met last week and agreed they should not plan an in-person meeting in January. According to the Covid "dial", even if Routt County were at Level 1 in January, that would only allow 25 people to gather. They felt the bigger issue is it would be irresponsible for us to gather when we are telling out communities to stay vigilant and

limit the size of their social circles and gatherings. They did not want to create a super-spreader event. Instead, CAST will hold a short virtual session January 28-29 with topics tbd. They were disappointed we won't gather together in January, but agreed it is the right decision. Steamboat will stay on the list for the next in-person January CAST meeting.

Education Fund Board (EFB) Agreement

FYI, I am working with the EFB and our legal department to update our funding agreement for the ½ cent city-collected sales tax that benefits the Steamboat Springs School District. The agreement is over 10 years old and needs some "housekeeping" revisions. We will bring this before Council for consideration in the near future.

Kudos

Kudos to the Streets Division for helping the Parks and Recreation department with their recent work on Blackmer Trail (road) improvements. The popular recreation trail was in need of re-grading and waterbar improvements. Parks and Recreation is very appreciative of their help!

From the Departments

Planning

- Development Review:
 - There are currently 67 projects at some stage of the development review process; no projects are currently late in receiving DRT review comments. We continue to evaluate our extended review timelines on a weekly basis to determine when we are able to revert back to standards timelines.

- DRT recently completed a review and update of the Development Review Team Policy and Procedures that were initially adopted in January. Updates include more clarity regarding the process for concurrent review of applications, shortened review timelines for several application types, clearer policies related to application quality, and new guidelines for scheduling projects for public hearings. DRT is committed to ongoing review of the adequacy and effectiveness of the Policies and Procedures, and additional updates will be made as necessary to continue to improve the development review process.
- Covid-19 Mitigation Assistance to Restaurants/Retail:
 - City staff have worked with MainStreet to identify approximately 18 on-street parking spaces downtown to designate as 15-minute parking for carry-out or curbside delivery.
 - Staff is applying for a Colorado Department of Transportation (CDOT) Revitalizing Main Streets grant to fund the purchase of signage for the 15-minute parking spaces as well as to purchase propane heaters for outdoor seating and customer waiting areas.
- Code Updates: staff continues to work on multiple code updates including the Sign Code, waterbody setbacks, Airport Overlay Zone, easement encroachment policy, and short-term rental licensing. Staff anticipates adoption of the Sign Code and Airport Overlay Zone prior to the end of the year.
- Code Compliance: a total of 242 code enforcement cases have been opened to date in 2020 including 86 noxious weed cases; 51 cases remain open and are pending resolution.

Public Works

Wastewater

- The Wastewater Treatment Plant treated 78 million gallons of wastewater in the month of August, compared to 86 million gallons treated in August 2019. In September, the Wastewater Treatment Plan treated 76 million gallons of wastewater, compared to 73 million gallons in September 2019.

Streets

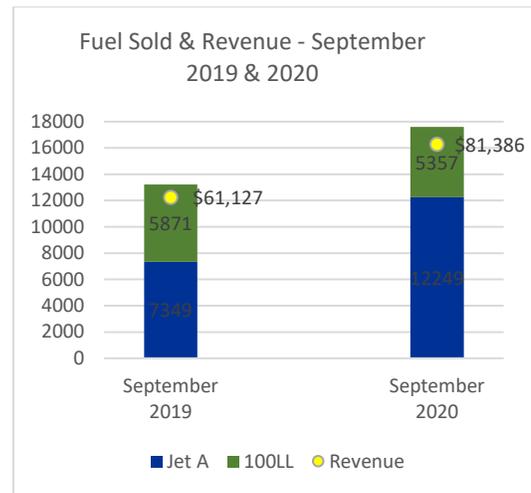
- Normal late summer and early fall maintenance activities for the Streets crew involved pothole patching (175 tons), street sweeping (86 cubic yards), sign repair, right-of-way mowing, and guardrail maintenance throughout town.
- Crews are spending a significant amount of time performing locates. Throughout the month of August, 534 locates were requested with 503 locate requests in September.
- Crews responded to over 70 calls for downed trees and street signs during the wind storm in September. Crews removed approximately 120 yards of debris from city rights-of-way.
- 11 right-of-way permits were issued in August and 14 were issued in September.
- Stormwater maintenance projects involved repair of a large 48" culvert at Stone Lane and US 40 and installation of an underdrain on 13th Street near the James Brown Bridge intended to collect water from an underground spring that is causing damage on 13th Street.

Water and Sewer

- The River Road Interceptor Replacement project is complete with only punch list items remaining.
- A Notice to Proceed was issued to Duckels Construction for the West Area Water Tank project. Construction of the water main is in progress and is currently being installed on Woodchuck Trail. There is approximately 300 linear feet of water main installation remaining on Woodchuck Trail before they reach the tank site. Work will begin on the altitude valve vault after water main

installation is complete. Construction will stop for the winter on October 31st and will resume in May 2021.

- Native Excavating began construction on the Honeysuckle Water Main Replacement Project on September 28th. The project is expected to be completed by the end of October.
- The City held an initial negotiation meeting with Steamboat II Metro District regarding the potential sale of additional city water to the District. The next meeting is scheduled for mid-November. Periodic updates will be provided as negotiations continue.
- A significant water main break occurred on the morning of September 23rd near the Depot and Union Pacific Railway tracks on 13th Street. Crews were able to respond quickly, caught the break shortly after it occurred, and shut off water to the line. The line was isolated and service was rerouted and restored to affected areas within the city shortly after the initial break. A large sink hole has emerged in the parking lot due to the water break and repairs are underway to both the line and impacted areas.

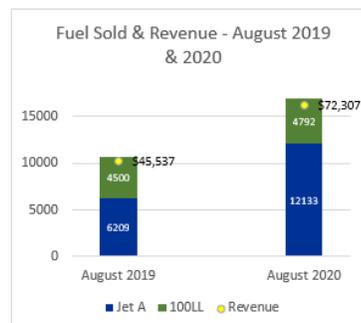


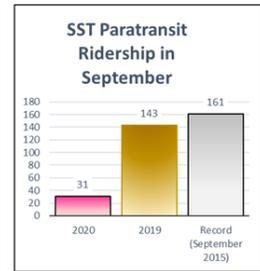
- The Airport continues to host a variety of aircraft to support the fire-fighting activity for the Middle Fork Fire. A Sky Crane was added to the three based helicopters at the Airport on September 17th.



Airport

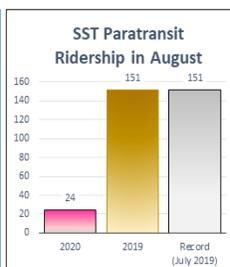
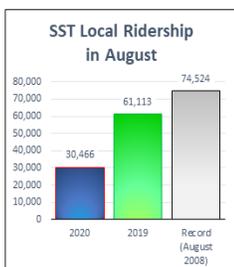
- Fuel sales are up substantially at the Airport:





Transit

- Throughout the month of August, Steamboat Springs Transit (SST) carried 32,379 passengers compared to 63,883 passengers in August 2019.
- Throughout the month of September, SST carried 29,011 passengers compared to 52,478 Passengers in September 2019.
- Summer ridership is down 55% (-166,156) compared to last summer. Calendar year to date ridership is down 27% (-231,452).
- Cost per local passenger is at \$7.69 per passenger which is 180% (\$4.21) more than the cost per passenger last summer.
- SST buses are currently trending at 96% on time and 4% late. This is up from last summer when SST was at 91% on time and 9% late.
- Two new diesel/electric buses have arrived and are being prepared for the upcoming season. These two new buses incorporate systems that will enable the buses to operate for longer periods on battery power alone, without the need for the diesel generator to be operating. This can also be “geo-fenced” to enable the buses to operate on battery power alone in pre-determined geographic regions. SST will be programming the buses to operate on battery power alone between 13th Street and 3rd Street as well as around the Gondola Transit Center area.



Parks and Recreation

Howelsen Ski and Rodeo

- The Rodeo Grounds plaza lost several mature cottonwoods from the wind storm on September 8th.
- Ski and Rodeo staff are coordinating the community drop off of woody debris from the storm and mulching activities.
- Staff are finalizing a contract for RJAZ concessionaire to run the Howelsen Hill concession stand.
- Staff are working with Steamboat Springs Winter Sports Club (SSWSC) on final tower placement and ski under clearances with lift manufactures to ensure the lift design works for SSWSC operations.
- Staff are working with SSWSC to finalize a plan for utilization of the 2019 SSWSC annual \$100,000 contribution.
- The Sulphur Cave was recommended for National Natural Landmark status during a National Park Service meeting on September 17th. The last step for designation is a sign off by the Secretary of the Interior.

Parks, Open Space, and Trails Division

- Parks crews reacted quickly cleaning up downed trees, limbs, and debris from the wind storm on September 8th. Twenty-seven trees were lost in parks and medians and staff have started grinding stumps in parks. The Tennis Center at Steamboat lost eight trees, two large tent canopies, and all the windscreens on the outdoor tennis and pickleball courts.
- Native Excavating is installing new entry fencing, an entry soft surface pad, signs, and a kiosk at Rita Valentine Park. The approved improvements are funded entirely by Steamboat Digs Dogs.

- Staff has winterized most irrigation systems and will be completing the remaining four sports complexes (Howelsen, Emerald, Ski Town, and Whistler Parks) as soon as possible.
- Most parks restrooms have been winterized and closed for the season. Fetcher Park, Emerald Park, and Bear River Park restrooms remain open. Updates are posted on social media and the City's website.
- Staff continues to prep and maintain sports fields for youth soccer at Emerald, Ski Town, and Memorial Parks. Youth lacrosse continues at Whistler and Howelsen Parks.
- Shared employees have begun transitioning to Howelsen Hill for winter operations.
- Open Space and Trails staff removed countless trees after the Labor Day windstorm spending roughly two weeks on debris removal.
- The Howelsen tunnel was closed for two days in September for maintenance to re-seal the leaking joints of the concrete box culvert. The sealing job will prevent water damage and deterioration in the tunnel along with making routine maintenance easier in the future.
- Staff continues to work on trail maintenance projects including improvements to the MGM trail on Emerald and Lithia Springs Trail off of 13th Street.
- The 2A funded NPR bike trail construction project was completed by Flowride Concepts and now connects to the base of Howelsen Hill. The intermediate downhill directional flow trail is open and is being enjoyed by the public.
- Staff will be meeting with Parks and Recreation Commission on October 14th to discuss the potential use of e-bikes on Emerald Mountain. Staff will be updating City Council on the public discussion in December.

Adult Sports and Field Scheduling

- Our abbreviated summer volleyball season was a success with a total of 22 teams participating. Players and teams did a great job respecting the new rules and guidelines

implemented into our programming.

<https://www.steamboatpilot.com/news/steamboat-adult-volleyball-league-was-a-success-parks-and-rec-eyes-wiffle-ball-next/>.

- Registration and league information for winter and adult hockey leagues were released the week of October 5th. Winter adult hockey league will begin the first week of November and extend through March.

Youth Programs

- Charlie Rogers was selected as our new Recreation Specialist! Charlie has lived in Steamboat Springs for the past 2 years, working for our Adventure Bound Summer Camp Program as a group leader and at the mountain as a ski instructor.
- Session II registration for Education Exploration opened on September 28th and was 50% filled by the end of the day. Scholarships are available.
- No youth programs will be offered November 25th to 27th and December 21st to January 1st.

Marketing and Events

- Planning is currently underway for the upcoming winter season. In addition to promotional planning, staff is busy developing Covid-19 mitigation and operational plans for Howelsen Hill and assisting with elements for the new Howelsen Outdoor Ice Rink.
- Initial planning has begun for the second season of the Town Challenge Ski Ascent Series.
- During the month of September, the Parks and Recreation Facebook page saw significant increases in a number of areas including a 14% increase in Page Views, a 425% increase in Page Likes, and a 1,081% increase in Post Reach (over the previous month). The most popular posts (most reach) during the month of September included the following topics: NPR Trail Extension Opens (9.2k), MGM Trail Work Completed (1.3k), MGM Trail Work Begins (1.2k), and City Offers Tree Chipping (1.1k).

- To date, staff has reviewed 46 special event permit applications in 2020. Of those, 33 events took place as planned or via a virtual format and 13 were cancelled due to Covid-19.

Howelsen Ice Arena

- We are moving forward with the installation of the outdoor ice sheets at the Howelsen Tennis Center. Materials for the ice surface have been ordered and we are tentatively planning to begin the installation process during the week of October 19th.

<https://www.steamboatpilot.com/news/steamboat-springs-will-have-a-free-outdoor-ice-rink-this-winter/>



- The Howelsen Ice Arena successfully hosted 6 Junior Varsity level hockey games September 25th and 26th. These were the first competitive games hosted under Covid-19 guidelines, and staff and participants were pleased to show that the rink can effectively host programs while strict State and local regulations are in place.
- The Ice Arena is still in the process of hiring one FTE maintenance worker and expect that position to be filled within the next two weeks.
- IRAC (Ice Rink Advisory Committee) interviews were held on September 9th by the

Parks and Recreation Commission. There were five applicants for four available spaces.

- Youth Hockey and the Steamboat Skating Club, along with other smaller user groups, officially began their winter seasons on October 5th. This results in extended hours of operations including early morning and late-night practices.
- Although limited, public sessions are currently available at the arena with a maximum capacity of 25 people on the ice.
- Ice bumper car operations are expected to recommence in mid-November.

Parks Projects

- Howelsen Ice Arena Expansion Project: staff is currently working with SEAD Engineering on the design portion of the Ice Arena facility expansion. Staff recently received the 90% plans for review and comment.
- Howelsen Hill Chair Lift Installation Project: City staff has been working with SkyTrac on tower location refinements and alignment adjustments to best fit the needs of Howelsen Hill user groups. Staff is working with Yampa Valley Electric Association (YVEA) for the installation of the primary power feed for the new top-drive chair lift. YVEA plans to install the primary power and the transformers at the top of the chair lift in October 2020. The chair lift installation is anticipated to begin the first of June 2021 with completion for the 2021-22 ski season.
- US 40 Median Landscaping Improvements Project: staff is working with Baseline Engineering toward the final plans for the medians project, which should be ready by October 30th, and bidding documents and project specifications will be ready by November 20th.
- Howelsen Hill Stabilization: the stabilization project was completed on schedule. The work zone has been reseeded and stabilization blanket has been placed and pinned over the area until vegetation germinates in the spring of 2021. Snow

making operations will begin in this area as weather allows for the 2020-2021 ski season.

- Yampa River Channel Restoration and Access: City staff has reviewed and commented on the 60% preliminary plans. The City's contracted consultants River Restoration and DHM are working with the comments and direction from staff for the preparation of the 90% plan set.
- Soda Creek Bridge Refurbishment: Sloop Painting has completed the refurbishment work on the Soda Creek Bridge. Sloop Painting crews made this bridge work a priority and completed the work in half the time anticipated since cooler weather was threatening the painting schedule. The bridge has been re-opened to the public and looks new again.
- NPR Extension Trail Project: the City's contracted consultant/builder has completed the remaining lower section of the NPR directional downhill trail. Work has been completed on the trail section and re-opened to the public. Staff has received positive feedback from the public on the new trail section.
- Upper Spring Creek Dam Modifications: with the extra dry summer, the contractor is waiting for more favorable conditions for the revegetation areas to meet the specified level defined for the project. Water access has been restored for dogs to use the creek again, but the dog park and upper dam area remain closed for revegetation. The ADA parking, porta-let, and picnic shelter have also been restored for park users. Staff anticipates substantial completion to be met by late fall or early spring 2021 depending on weather. The acceptance of the restoration work will start the warranty period with the contractor.
- Core Trail Pedestrian Lighting Project: staff has selected the new tariff pedestrian lights through YVEA. YVEA is currently reviewing the selection. Once approved the design work for the trail corridor can begin.

- Howelsen Hill Core Trail Pedestrian Tunnel: staff had a contractor seal the weeping box culvert tunnel joints in the pedestrian tunnel. The tunnel was closed for two days while the work was completed. The tunnel was re-opened earlier than anticipated for the public. Staff will now coordinate a repainting project for the tunnel in the spring of 2021.

Yampa Botanic Park

- The Botanic Park held its annual meeting and celebration on September 13th, socially distanced on the Green.
 - Officers recommended to the Board for the 2020/2021 season: President - Kathy Connell, Vice-President - Sonia Franzel, Treasurer - Bill Sauter, Secretary - Emily Seaver.
- By the Numbers – the season wrap up. What was the Park able to accomplish in this year of uncertainty?
 - The horticulture crew welcomed 46 volunteers in Socially Distant Gardening.
 - Free activity books were provided to 2,000 children.
 - 2,356 yogis enjoyed exercise of mind, body, and spirit during Yoga in the Park.
 - In partnership with Strings Music Festival, 800 music lovers enjoyed live music.
 - Our new friends in the Steamboat Comedy Club got 378 people laughing during live standup comedy shows.
 - The trails were improved providing 1,800 linear feet of new gravel to walk on.
 - Volunteer Tour Guides educated and inspired 333 tour guests.
 - 185 new members joined the Park's membership program.

Haymaker Golf Course

- Haymaker remains busy despite being late in the season. Nearly every day is sold out, and we are doing everything we can to allow for as many guests as possible despite shorter days.
- Rounds through the end of September are up 7,287 18-hole equivalent rounds or 38% over 2019. Total revenue is up 29%.
- We are maintaining staffing levels similar to mid-summer numbers due to unprecedented traffic for this time of year. Fortunately much of our staff has adapted their schedules to stay on longer with us this season.
- Haymaker just completed the last tournament of the season. Junior programs and adult group instruction are all completed for the season with record participation for all programs.
- Maintenance staff completed aerification on 2 acres of tee boxes and have begun aerifying 30 acres of rough grass. Deep-tine greens aerification was scheduled to take place on October 6th.
