

# City Manager Report

## 2A Accommodations Funding Requests

Due to the number of capital funding requests outside of our normal Capital Improvement Project process, we are scheduling presentations from Pkinnik Theatre and Old Town Hot Springs for the December 13<sup>th</sup> City Council work session. This discussion will be in the context of surplus 2A Accommodations taxes. I expect there will be other requests for those dollars, and we will schedule them as well. With this approach, City Council can hear each presentation (say 5 minutes), have a dialog with the presenters, and provide direction to staff accordingly.

## **From the Departments**

### **Parks and Recreation**

#### Howelsen Ski and Rodeo

- Steamboat Springs Pro Rodeo Series wrapped up the 2022 summer season with the last performance on August 27<sup>th</sup>.
- The Rodeo facility hosted the Buck Brannaman horse training clinic from August 31<sup>st</sup> through September 2<sup>nd</sup>.
- The Rodeo facility hosted the Rocky Mountain Bull Bash on September 4<sup>th</sup>.
- Hiring for winter seasonals at Howelsen Hill is off to a slow start and staff is brainstorming ways to improve recruitment.

#### Parks, Open Space, and Trails

- Parks and Recreation Commission met on September 14<sup>th</sup> to discuss the e-bike trail period for class 1 and class 2 e-bikes on specific city trails for transportation purposes. The use of e-bikes for recreational purposes will be discussed in early 2023 once community survey results are available.
- Staff partnered with Routt County Riders (RCR) to attend the Strawberry Park Middle School Open House on August 24<sup>th</sup> to provide information to parents about safe bike etiquette

while riding to school and emphasizing safety and awareness for kids riding e-bikes. On August 31<sup>st</sup> staff partnered with RCR to intercept kids along the Butcherknife Trail going to and from school. Kids were given a quick quiz question about bike safety and trail etiquette to receive a free bike bell or other prize giveaway. Thanks to Jennifer Good with Animal Control and Deputy Stephen Harbison with the Routt County Sheriff's Department for joining as well!



- The United States Geological (USGS) Survey mineral springs study, funded by the city, Tread of Pioneers Museum, and USGS has a new website with project details and monitoring data that can be found at: <https://www.usgs.gov/centers/colorado-water-science-center/science/data-supporting-management-thermal-springs-steamboat#overview>. Additionally, USGS staff have installed two flumes to measure springs water flow and consistency of flow over time.
- Four new memorial benches are currently being installed along the Core Trail and Yampa River.
- Releases from Stagecoach Reservoir have been successful at keeping the Yampa River flows near/above 85 cubic feet per second (cfs). With cooler nighttime temperatures, releases are expected to decrease which will likely drop flows below 85 cfs. Commercial river operations have been open since August 17<sup>th</sup> except for commercial angling. A voluntary fishing closure remains in place for the public matching Colorado Parks and Wildlife's voluntary fishing closure.

- Staff partnered with Facilities Maintenance staff to install the refurbished city-owned River Run bench in West Lincoln Park.



- Staff have been collaborating on the renovation of the West Acres playground, removing the old fall protection and border around the playground that does not meet safety standards. This will be replaced with new engineered wood fiber and plastic border. Staff have been working with the West Acres property manager and updating the residents during the project and have been receiving positive feedback during construction. The engineered wood fiber is expected to arrive in the next week and will be the final phase of the project.

- Aspen Tree Service began a large tree mitigation project along Yampa Street on August 29<sup>th</sup>. The work started at Little Toots Park and moved south finishing at 5<sup>th</sup> Street. Professional tree crews were hired to mitigate safety hazards by removing dead limbs and trees. This project provided improved health of the trees and a safe environment for the community.



- Staff joined others in the community and the Yampa Valley Sustainability Council's Annual Careers and Leadership in Sustainability event on August 30<sup>th</sup>. Staff spoke with high school and college-aged students about the environmental and sustainability efforts performed by the Parks and Recreation department. This event also doubles as a great opportunity for people in the community to explore career pathways within these fields and learn about employment opportunities at the city.
- Staff have struggled to retain seasonal staff and are currently recruiting for additional help to complete the season. Seasonal Parks Maintenance position is posted to backfill

vacancies. The Parks team is seeking skilled personnel to address fall projects, irrigation repairs, fall turf cultural needs, and to work part-time in the winter as we look at additional improvements to the Parks and Recreation snow removal operations.

- The Parks division finalized two large median and roundabout landscaping projects that will be entering the construction warranty period. The landscape in the medians will be the responsibility of the Parks staff when warranty expires in 2023.
- The Parks division began irrigation scheduling reductions to decrease the amount of water used in the month of September. As the days and nights get cooler, the turf grass, trees, and plant material need less water to remain healthy and irrigation can be reduced by 50-75% in the weeks leading up to the dormant season.
- Fall youth and adult sports leagues continue play at Emerald, Ski Town, Memorial, and Howelsen parks with parks staff prepping and maintaining fields for user groups.

#### Adult Sports

- Fall adult sports leagues are underway with three recreation opportunities: ice hockey, kickball, and 3v3 grass volleyball. Participation numbers are up from past fall seasons. Leagues extend through mid-October.
- Preparation for the Ski Ascent Series has started as staff works on getting sponsorships and permits secured.
- Staff is working with the school district to get gym space rented to keep adult sports programming operating this winter.

#### Youth Programs

- Session 2 registration for afterschool programming will open on September 26<sup>th</sup> at 8AM. Registration will include 4 Asset Clubs: Cool, Calm, and Collected Club, Learn to Skate, Molly Manners, and Cooking Club.
- Staff will be offering a "Spooktacular Evening" on October 14<sup>th</sup> for middle school students at Howelsen Ice Arena. The evening will include ice skating, pumpkin painting, pizza, and the film Hocus Pocus.

- Kids Night Out is back with the first night on September 16<sup>th</sup> and the movie Brother Bear.

### Howelsen Ice Arena

- Fall adult league registration has closed with approximately 150 enrolled. This is in line with our average fall league registration. League games commence this week and will continue through the end of October.
- Steamboat Springs Youth Hockey Association begins their 2022/2023 season this week which results in a substantial increase in billable hours extending daily hours of operations.
- A combined Ice Arena Maintenance and Golf Irrigation Technical position is currently being advertised.

### Parks Projects

- Howelsen Ice Arena Expansion Project: The expansion project is working through the last of the punch list items and hopes to see final completion in late September.
- Howelsen Hill Chair Lift Installation Project: The Phase 2 electric work is currently being worked on to finish the electrical contract. The project is placing concrete for three snow makers to be completed in September and snow gun delivery is scheduled for early 2023.
- US40 Median Improvement Project: Median improvements are completed with the city contract. The project is waiting for Yampa Valley Electrical Association to reinstall the median mounted streetlights. The project team worked hard to remove the lane closure one month ahead of schedule. Duckels Construction did an excellent job working for the city on this project.
- Howelsen Tubing Installation: the new conveyer lift is nearly complete with the install. The project team is working on the lift submittal to the Colorado Tramway Board for the operational license. Things are looking good for opening this winter.
- Ski Town Park Irrigation and Turf Improvements: Irrigation design has begun, and the project team intends to have a biddable project by December.
- Little Toots Playground Improvements Project: The civil work is complete for the playground, and the project is waiting on the delivery of the

equipment package. The delivery date continues to be pushed back but currently we are scheduled to receive the shipment the week of September 19<sup>th</sup>. The installing contractor is staying optimistic that installation will be complete this fall.

- The volleyball and tennis courts are going through a renovation and will be closed for the remainder of the season. New, energy efficient lights are being installed for the entire Howelsen Beach complex.

### Yampa River Botanic Park

- The gates renovation project is currently underway at the Emerald Park entrance. With the initial Emerald Park phase, a detour will take pedestrians along the fence and down the grass to the Fairy Garden Village gate. Both phases of the project will see excavation work, installation of pavers, concrete footers, and masoned columns along the steel fencing being spot welded onsite. When the project shifts to the Yampa River Core Trail, trail users can expect detours when equipment is working in the area. The detour will go from Fetcher Pond to US40/Lincoln and along the road reconnecting to the core trail via Trafalgar. The project is expected to be completed by early November.
- Garden renovations are underway in the Corner, Blue, and Purple Gardens. The soils have been amended and plants were installed during the week of September 12<sup>th</sup>.
- The annual meeting will be held on September 18<sup>th</sup> for the Botanic Park's members, donors, and volunteers.
- The Fall Bulb and Peony Benefit will be held October 6<sup>th</sup>-8<sup>th</sup>.

### Haymaker Golf Course

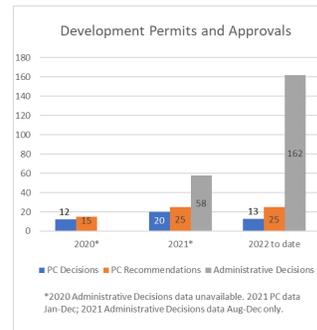
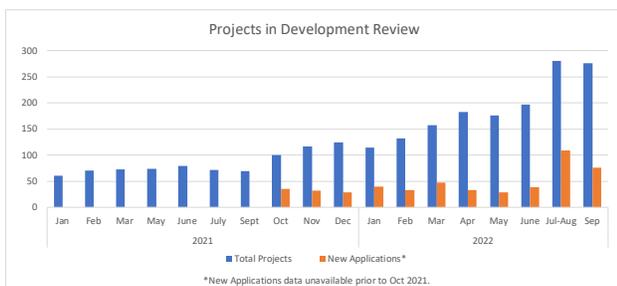
- Tee box aerification is scheduled to begin September 26<sup>th</sup>.
- Fairway aerification is scheduled to begin October 3<sup>rd</sup>.
- Irrigation system winterization is scheduled for October 24<sup>th</sup>.
- Haymaker hosted a very successful Fall Classic tournament September 10<sup>th</sup>-11<sup>th</sup> with a sold-out field of 64 golfers. Staff are preparing for our very

busy tournament schedule in September and October.

- Steamboat Springs City Championship on September 23<sup>rd</sup> -25<sup>th</sup>
- Final-Final tournament on October 1<sup>st</sup>
- Annual staff invitational tournament on October 17<sup>th</sup>
- Haymaker professionals will be hosting a group of 12 Haymaker players in Denver at Bear Dance Golf Club and Plum Creek Golf Club on October 6<sup>th</sup>-7<sup>th</sup>. This is an impromptu match against 12 players at another Denver area golf course, Buffalo Run. We look forward to getting out of town for a couple days with some of our regular customers.
- Construction contracts for the new golf simulator room are currently being reviewed by the city's procurement department with a scheduled start date of mid-October.
- Fall aerification will take place October 3<sup>rd</sup> -6<sup>th</sup> and October 10<sup>th</sup>-16<sup>th</sup>. We will not be aerifying fairways or greens this year and will only be doing rough areas this year. With only rough being done, this will have a lesser impact on play this season.
- Irrigation blowout is scheduled for October 18<sup>th</sup>-20<sup>th</sup>.

## Planning

- Development Review:
  - There are approximately 276 projects currently in the development review process, including 75 Short Term Rental (STR) Legal Nonconforming Registrations.
  - So far in 2022 (January-mid September), the Planning Commission has held public hearings on 13 projects for final decision and 25 projects for recommendation to City Council.
  - A total of 168 administrative decisions have been made year to date.



- Code Compliance:
  - There are 117 open cases pending resolution including 14 VHR-related cases.
  - So far in 2022, 176 code enforcement cases have been opened, including 37 noxious weed enforcement cases.
- Short-Term Rentals (STR):
  - Granicus has identified 2,883 short-term rental units in city limits currently being advertised. Physical addresses have been located for 85% of the units.
  - As of September 12<sup>th</sup>, 130 STR Legal Nonconforming Registration applications have been submitted; 55 have been approved.
  - Staff hosted a Short-Term Rental Q&A Session on September 7<sup>th</sup> to share information regarding the newly adopted STR ordinances and the Legal Nonconforming Registration process. Over 100 participants joined in person and via Zoom.
  - The city has contracted with CityView to configure the STR License application and review, approval, and renewal workflows. Staff will communicate a timeline for implementation once available.
- Mountain Area Master Plan: The public review and comment period for the draft Mountain Area Master Plan closed on September 9<sup>th</sup>. The current review and adoption schedule for the revised plan anticipates that Planning Commission will hold a public hearing on the plan on October 13<sup>th</sup>. City Council is expected to consider the plan for adoption on November 1<sup>st</sup>.

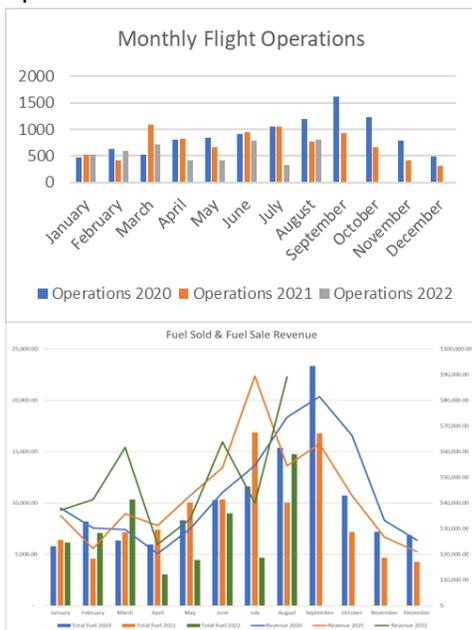
## Public Works

### Airport

- Colorado Department of Transportation (CDOT) cameras were installed at the airport which

provide web based, real-time weather information to pilots for increased operational safety. There are four cameras that look in each direction from the airport available on this [website](#).

- The Airport hosted the Rotary Lobsterfest on August 13<sup>th</sup>, a charity event that raised nearly \$100,000 for the non-profit Rise.
- The Airport hosted a Fly-in and Airport Appreciation Day on September 18<sup>th</sup> including a Family Fun Run and Ribbon Cutting to celebrate the runway rehabilitation project.
- The grooving for the new runway pavement was completed after one week of nightly runway closures. This process allows for rain and snow to drain from the runway, providing more friction for airplanes using the runway during inclement weather and protecting the pavement. The seal coat and final paint will be completed in early September.



**Engineering**

- As of August 31<sup>st</sup>, 220 development applications have been submitted with a review due date in 2022 with 7 currently in queue. Of the completed reviews, 97% met the review deadline. The

average Engineering Review was delivered 7 days ahead of the required deadline.

- The Walton Creek Road/US40 Culvert and Sidewalk project is underway, consisting of mostly shoulder closures and short delays at times. The transit bus stop has remained open and will remain open most times. During the week of September 12<sup>th</sup>, the contractor started work to replace the culvert under Walton Creek Road. The contractor is allowed to reduce Walton Creek Road to a single lane during work hours under flagging operations, which will cause expected delays and back-ups. Warning signs and detour recommendations are already in place. In addition, the city is coordinating with Mount Werner Water to ensure their sewer main project crossing Pine Grove Road does not occur at the same time and cause even further traffic impacts.



- The Culvert Rehab Project began on September 8<sup>th</sup> with shoulder and bike lane closures scheduled to start on September 12<sup>th</sup> on Central Park Drive, Pine Gove Road, Clubhouse Drive and Natches Way. This project relines the existing corrugated steel culvert with form fitted PVC piping using a trenchless procedure that reduces disturbances to adjacent roadways.
- The South Hotels Trails Connections has been delayed to 2023 due to contractor availability. Native Excavating won the bid and has been hired to perform the work.
- The US40 Trail West project is currently 90% engineered and awaiting grant application results.
- The US40/Downhill Drive Intersection improvements project progresses and a Right of Way Plan Review meeting with CDOT was held at the end of August. Utility coordination for this project is currently underway.

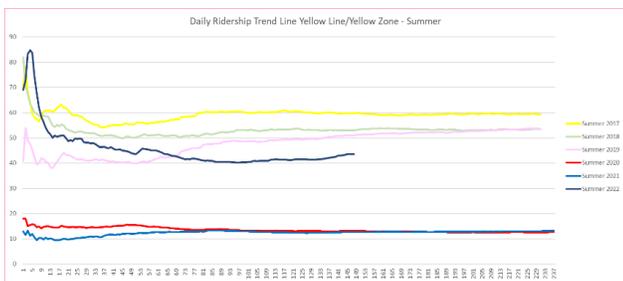
**Streets**

- The Streets crew continues with routine maintenance including culvert work and shouldering.

- The Streets crew will soon start assisting other departments including Parks and Recreation with a culvert project and Facilities with tearing down a building at the Airport.
- Statistics regarding snowfall, snow removals, sweeping, asphalt, equipment hours, scoria, locates, ticketing, right of way permits, employee hours, and more can be found in Attachment 1.

### Transit

- Summer season ridership is up 54% (71,338) over the same period last summer. Year to date, Steamboat Springs Transit (SST) is up 62% (244,741).
- The best on time percentage for August was 98% on time and the poorest on time percentage was 93%. Last summer, SST operated at 92% on time and 8% of the buses arriving late.
- Cost per passenger this summer is down 33%. This summer's average cost per passenger is \$4.52 compared to \$6.78, last summer (see Attachment 1).
- The Yellow Zone is averaging 43 passengers per day, which is up significantly from the past two summers; however, it is below the pre-Covid averages for the former Yellow Line. With the schools and college back in session, SST is observing an increase in daily ridership.



- Strong year over year growth was observed in Local and Paratransit ridership. The Regional service set an all-time record for ridership in August which continues a year-long trend. Apart from April (4<sup>th</sup> busiest April ever), each month this year has been the busiest or second busiest respective month for the Regional service. Although still early, the Regional service is on pace to set an all-time record for the year.
- SST received a \$2.35 million dollar grant under the FTA Low/No Emission Program. This will enable SST to replace all the remaining local

diesel buses with Hybrid buses (3 new hybrids) and overhaul our oldest Regional Bus.

- Two of the managers at SST have been working full time on hiring or recruiting with the assistance of a



third supervisor. Tyler Kern (Operations Supervisor) and Shane Gassaway (Safety, Training and Recruiting Supervisor) have been processing applications, interviewing, checking references and spending a lot of time on the phone/Zoom answering questions. At the end of August, they were in Alaska for a weeklong job fair trip. To maximize these efforts, SST placed ads in local newspapers to get the word out and be able to meet potential drivers in person. Transit has received a lot of interest from this effort. Trevor Trèpanier (Dispatch/Supervisor) has been helping with interviews as well as radio advertising in Yellowstone (Yellowstone Public Radio) and creating a recruiting [video](#). Mike Lane and Emily Hines have been helping with the development of recruiting materials for the Alaska job fair. A lot of hard work is being put into getting a full staff.

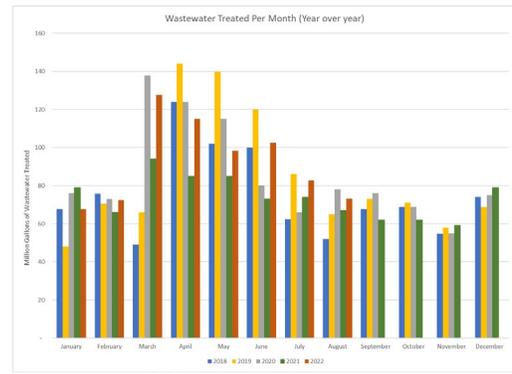
- SST has processed over 65 applications so far for the winter bus driving positions. As it currently stands, SST is cautiously optimistic that it will be fully staffed this winter. 32 of the 37 positions needed to run the proposed winter schedule have been filled by current drivers, returning seasonal drivers, and new recruits leaving just 5 positions open. The challenge of obtaining the necessary housing remains problematic, but SST staff is focusing on getting enough places for our drivers.

### Water and Sewer

- 2022 capital projects:
  - Dream Island Water Main Replacement: Construction is in progress.
  - West Area Water Tank: Construction is anticipated to be completed by the end of September but the tank cannot be filled during the Fish Creek Plant shutdown. The

tank will not be placed into service until mid-November when the Fish Creek Plant is back online.

- Willet Heights Pump Station Improvements: This project consists of improvements including pump replacement, process piping modifications, upgrades to electrical/controls, and SCADA. Construction on the improvements is anticipated to begin later this fall.
- Meter Transmitter Replacements: Keystone Utility Systems has completed approximately 80% of the transmitter replacements and completed their contracted work. The remainder of the replacements will be completed by city staff over the next few months. Utility customers with recently replaced transmitters may notice an increase in their August utility bill which is to correct water usage estimates for the period that their transmitter was not functioning when compared to the actual water usage for the period that is transmitted to the city once the new transmitter is installed. City staff has reviewed all utility bills for accounts with transmitter replacements and manually adjusted the billing ate to the lowest tiered rate to minimize the impact to our customers.
- Cross-Connections and Backflow Prevention Program Management: City staff will continue to move forward with the CityView process and anticipate a full implementation by the end of the year.
- 2022 Water and Wastewater Standard Specifications Update: There will be a public meeting to obtain input from local engineers, contractors, and developers on the draft document later this year with the final update anticipated by the end of the year.



\*\*\*

### Wastewater

- The Wastewater Treatment Plant treated 73 million gallons of wastewater in the month of August. This is up 9% from August 2021 when 67 million gallons of wastewater were treated.
- Repairs to the lift station pump were completed in August.