

City Manager Report

From the City Manager CDOT Grant Award

We were recently notified that we were awarded, and have accepted, a grant for the second bus in our CIP approved replacement schedule. This is in addition to a bus that we were awarded funding for last year. Congratulations and thank you to Ginger Scott and the Transit team for this success!

Historic Preservation Month

May is Historic Preservation Month. The Historic Preservation Commission is partnering with other community partners to host the “This Place Matters” campaign. An attachment (Attachment 1) describes the campaign and its purpose.

Kudos

On behalf of Calcon Constructors and the CLEF team, I would like to acknowledge work the Streets division has done to remove snow from Lagoon Court adjacent to the project. As Calcon begins work outside the building, the removal of this snow will accelerate the drying of the west side of the facility to prep and install curbs, gutters and the parking lot. Thanks for being a great team member as the Police Department and Sheriff’s Office

prepare for their move to the CLEF.

I also would like to acknowledge the Streets team for all of their work during this long winter. Since November 1, our Equipment Operators have worked 1,437 hours in overtime. They have done a wonderful job keeping our streets clear and safe in our first large snow season in several years.

Streets numbers for the season are as follows:

Month	Yards Hauled	Truck Loads Hauled
NOV	4,464 CY	248 LDS
DEC	9,684 CY	538 LDS
JAN	27,126 CY	1,507 LDS
FEB	13,608 CY	756 LDS
MAR	15,840 CY	880 LDS
TOTAL	70,722 CY	3,929 LDS

From the Departments

Human Resources:

- Within the first three months of 2019, the City has been busy filling and actively recruiting for 18 full-time positions either due to turnover or new positions

approved in the budget. We added nine new full-time positions to Transit, the IT Division, the Police Department, and Fire Department. We have also begun recruiting for our seasonal positions in Parks & Recreation to get ready for the spring and summer season.

- The upcoming spring season also means it’s time for the “All Hands” meetings led by Gary Suiter, our City Manager. We hold two all employee meetings annually, in the spring and again in the fall, to keep our employees informed and updated on what’s happening here at the city and in the community. The “All Hands” meetings will be held on April 8th and 9th.

Fire

Notable Events:

- Total Call volume for February 2019 (247 calls) was 2.9% above February 2018 (240 calls). 2019 YTD calls are tracking close to 2018 YTD calls (0.8% up, or 344 calls to 346 calls)
- The Fire Station Site Selection continues to work on gathering more information on three (3) sites: Yampa Street, 10th Street and Lincoln, and 13th street.

- Members of the Citizen’s Fire Funding have been meeting weekly and expect to present their recommendations to City Council on April 9th.
- CSU staff met with crew members to review the results of their Annual Fitness Evaluations. (Dept Wellness/Fitness Program)

Fire Prevention:

- Fire Prevention activity for February 2019 was up 11% from the February 2018, and revenue was up 98% for the same periods, both on strong numbers of fire alarm permits (11).
- Completed final inspections on fire alarm, fire sprinkler, and kitchen hood extinguishing systems at the extensive remodel at Snow Bowl. The Vacation Rental Committee has been meeting twice per month since December. The committee expects to report back to City Council at a work session in May.

Fire Department Operations and Training:

- We had reduced trainings during holidays and busy periods.
- EMS Trainings: Communicable Diseases, ACLS Refresher, Ketamine for Pain and RSI
- General Trainings: Chief Up-date (one on one meetings with each shift), Trauma Resolution through the Nervous System (taking care of our own)

Public Education Events:

- Firefighters taught Steamboat Middle School students about CPR and First Aid.
- SSFR assisted with teaching girl scouts First Aid for a merit badge.
- On-duty Firefighters visited with Holy Name Pre-school to teach about fire safety and give a tour of the engine.

Finance

- Year-to-date new sales tax applications through 3/18/19 are up 57% compared to the same period last year. (126 new applications year to date vs 80 last year). Many of the new applications are classified in the “Regional” area which would include online businesses.
- Amy Camilletti, Sales Tax Technician, was promoted into the position of Sales and Use Tax Auditor which was vacated by Deborah Jenkins who chose to move on to a new job

with a reduced schedule. Amy has been part of the Finance Team for 6 ½ years and is an excellent team member. Amy’s understanding of the Sales & Use Tax Code, along with her approachable demeanor, will allow her to provide professional audit services. We are currently advertising for the position of Sales Tax Technician. Once this position is filled, we will introduce both of these individuals to Council.

- Thanks to Mike Lane, Greg Neppl, and Vince O’Connor for branding our ERP software project.



This will initially be used primarily in our internal communications, but will be beneficial when communicating out to the community for transparency platforms. In regards to this project, we are establishing timelines, creating project teams, and planning the project. This is much more than an ERP system, it is our CORE system.

- Our external auditors are on-site reviewing and auditing the City’s 2018 financial statements. Our audit will be completed by April 30, 2019 and we will schedule a report to City Council in May or June.

General Services

Communications

- Website visitation through March 25 (2018 vs 2019) saw slight increases, moving from 37,026 to 40,370 visits; 53,386 to 54,238 page views; and 946 to 1,194 searches. Top page visits clicked to the Home Page, Transit, Howelsen Hill Ski Area, Howelsen Ice Complex and Lift Tickets.
- Social Media grew with 26 new Facebook followers in Feb for a total of 1,837. Twitter saw 16 new followers for a total 1,450 and Instagram captured 1,191 total followers. Two posts generated more than 1K reach on Facebook including: Big Snow Means Big Work (4.4K) and Avalanche Awareness Doesn’t End in the Backcountry (1.9K). The

two top Twitter posts were Roof Avalanche Awareness (2,569 impressions) and Coffee with Council – Water (1,453 impressions) with the channel enjoying 20.6K impressions for the month.

- Monthly columns included “Mother Nature Will Begin to Fight Back” by Councilor Macys in the Valley Voice and “In The Know – Council & the School District” by Councilor Crossan in the Steamboat Pilot & Today. Coffee with Council made a splash featuring water experts from the city and the City Limits Radio Show focused on Civility in Governance, Trails and a few other items.
- Eight media releases were issued during the month that spanned preliminary and final sales tax reports, coffee with council, fraud scam, fingerprinting at SSP, school/park requirements (i.e. Whistler Park), Urban Avalanches and Scoria Spring Sweep Up.

Facilities:

- New carpet has been ordered for Howelsen Lodge. The Fireplace Room carpet is going to be replaced under manufacturer’s warranty due to the seams fraying. Olympian Hall carpet will be replaced as a planned maintenance project while we have crews on site.
- Many of the sheds and older building roofs have been partially shoveled to reduce the snow load. We do not completely remove the snow on the roofs to protect the shingles from damage. We are approaching maximum allowable snow load weight at the Ice Arena. To help melt the snow we colored the ridge with blue dye. This should help melt the snow and keep us from having to shovel the roof.
- There are several small roof leaks in various buildings that will need repaired once the snow has melted off the roof. The leaks are being managed in place until roof repairs can be completed.
- Due to the deep snow this year we will have more snow removal damage to repair than usual. The Tennis Center PVC material is very susceptible to tears, Concrete curbs and some exterior walls will need minor repairs as well.

GIS:

- In collaboration with County GIS, City GIS has finalized the data modification required for the Emergency Response System upgrade. We will be supporting the upgrade throughout April with the plan to finalize the upgrade in early May.
- On-going support of field data collection mobile applications for City Departments
- We are updating our processes used to integrate and update our GIS data with the County GIS and the county assessor data.

IT:

- CLEF:
 - Contracts for installation and configuration of network switching, telephony, and wireless are signed. Scheduling coordination meetings this week.
- CORE:
 - City has reviewed and is happy w/ the GFOA contract, Purchasing expects to have it delivered mid-week after signatures.
 - Currently developing Project Charter, Governance Model, and CORE team expectations.
 - Kick off meetings and project start will be scheduled once the Agreement has been returned.
- CityView:
 - All-day meeting with CityView representative, City, and County on 3/25.
- Mountain Fire electronic locks:
 - Deadline for completion has been set for Wednesday 3/27.
- Open positions:
 - Angela McCarty has accepted position of Public Safety IS Technical Specialist and will start with the city on April 8th.

Procurement and Contracts

Bids and RFPs Currently Open:

- Spruce Street Water Main & Butcherknife Culvert Replacement, Bid; due 3/27
- Greenhouse Gas Emission Inventory, RFP; due 4/2
- Iconic Entry (Phase II) Improvements, Bid; due 4/4
- Self-Propelled Snow Blower, RFP; due 4/4
- 2019 Paving Program, Bid; due 4/9

- Fish Creek US 40 Underpass Trail, Bid; due 4/9
- Water & Wastewater Distribution & Collection Infrastructure Master Plan Update, RFP; due 4/11
- 8th & Oak Parking Lot Dumpster Enclosure & Maintenance, due 2/26/19
- River Road Interceptor Replacement Phase I, due 2/28/19
- Multi-Modal Transportation Master Plan RFQ, due 3/20/19
- River Road Interceptor Replacement Phase 1 Bid; awarded to Duckels Construction.
- Construction Manager/General Contractor Public Works Washout Facility RFP; awarded to JSM Builders.
- Chinook – Walton Creek Transit Stop Project Bid; awarded to Native Excavating - \$112,970.50.
- Multi-Modal Transportation Master Plan RFQ; received one Statement of Qualifications, under review.

Bids and RFPs Closed:

- Engineering Services – Soda Creek Bridges & Neighborhood Improvements RFQ; awarded to RESPEC.

Celebrate heritage and place through “This Place Matters” campaign

May is Preservation Month. Established in 1973, this national event helps promote historic places for the purpose of instilling community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation. The City of Steamboat Springs’ Historic Preservation Commission, Historic Routt County, Main Street Steamboat Springs and the Tread of Pioneers Museum are partnering to celebrate Preservation Month with “This Place Matters,” a campaign launched by the National Trust for Historic Preservation that helps communities recognize and celebrate the places that matter the most to their citizens.

Everyone has a place they care about. A place that matters. **So tell us: *What place matters to you?***

In order to kick-off the This Place Matters campaign, **we are asking for your help.**

- 1- **Pick a place** that matters. There are no limits or restrictions: anywhere in Routt County.
- 2- **Download and print** a This Place Matters sign from mainstreetsteamboat.com or visit the Main Street Steamboat office to pick up your sign.
- 3- **Snap a photo** of yourself with the This Places Matters sign at the place you’ve selected.
- 4- **Share a few sentences** explaining why the place is important to you. Include your name, profession, or other identifying information.
- 5- **Email your photo** and caption to Mike Lane mlane@steamboatsprings.net by Friday, April 26th.
- 6- **We’ll share your photo** on social media throughout the month to encourage others to join in the fun. At the end of May, select photos will be part of a “This Place Matters” exhibit at the Tread of Pioneers Museum.

The campaign will kick-off during the May 3rd First Friday Artwalk. Signs will be available through the Explore Steamboat supplement in the *Steamboat Pilot* and at individual galleries. Information and downloadable signage will also be on the Main Street webpage: mainstreetsteamboat.com



More on This Place Matters

[*This Place Matters*](#) is national campaign that encourages people to celebrate the places that are meaningful to them and to their communities. In Steamboat Springs and Routt County, we know that our historic places contribute to our community’s character and charm and help tell our story. We also know that our cultural, environmental and economic sustainability depends on the protection of our significant historical assets. Our rich heritage is part of what makes Routt County and Steamboat Springs a unique, memorable and a desirable place to live or visit.

Other Preservation Month Activities include:

- Dana Crawford, winner of the Governor's Citizenship Medal will be speaking at the Chief Theater on Monday, May 20, 2019. The Citizenship Medal is the highest honor bestowed upon Colorado citizens and organizations for meritorious contributions that strengthen the vitality of our state. "*Dana Crawford highlights what citizenship means in Colorado,*" says [former] Governor John Hickenlooper. "*She pioneered the redevelopment of Larimer Square - Denver's original Main Street and led the redevelopment and preservation of countless buildings in Denver and across our state. The Governor's Citizenship Medal is a tribute to the incredible impact Dana has made in Colorado.*"
- Ongoing: Tread of Pioneers Scavenger Hunt. Learn more about Steamboat's historic buildings and the people who developed our town in this fun site-to-site downtown hunt. Pick up a Scavenger Hunt at Tread of Pioneers Museum or go online: www.treadofpioneers.org
- Look for special heritage-themed banners lining Steamboat's Lincoln Ave.
- Tread of Pioneers Museum – Opening June 7 for First Friday Artwalk (5-8pm), "This Place Matters: The Economic, Cultural, and Environmental Power of Heritage and Place." An exhibit featuring significant buildings we have lost over time, along with featured buildings and perspectives from the #thisplacematters campaign during May. The exhibit will convey the importance and allure of our historic assets and how these assets are at risk.

--A town without its historical buildings is like a person without a memory--

Contacts:

Steamboat Springs Historic Preservation Commission - Erica Hewitt: erica@steamboatarchitectural.com

Main Street Steamboat Springs – Lisa Popovich: lisa@mainstreetsteamboat.com

Historic Routt County – Emily Katzman: emily@historicrouttcounty.org

Tread of Pioneers Museum – Candice Bannister: cbannister@treadofpioneers.org and Katie Adams kadams@treadofpioneers.org

So tell us. What places matter to you?

1

SNAP

Have a friend snap a photo of you with one of our signs at a place that matters. Selfies and usies also work.



2

SHARE



Share your photos using **#ThisPlaceMatters**.

3

REPEAT

Share all of the places that matter to you and connect with **@SavingPlaces** on Instagram and Twitter.



DON'T HAVE A SIGN?
Download one at
SavingPlaces.org/ThisPla



National Trust for
Historic Preservation®