City of Steamboat Springs

Brown Ranch Annexation Committee Meeting
Carver Conference Room and Via Zoom
WEDNESDAY, FEBRUARY 01, 2023
9:00 AM

Join Zoom Meeting
https://us02web.zoom.us/j/985289877
Dial 1-888-475-4499 (US toll-free)
Enter Meeting ID: 985 289 877
Hit # to join the meeting

To join the zoom meeting visit, zoom.us click join meeting and
enter the meeting ID: 985 289 877

MEETING LOCATION: In-person and virtual via Zoom. See Instructions above. Carver Meeting Room, Centennial Hall; 124 10th Street, Steamboat Springs, CO

1. **PRIOR MEETING RECAP**

   a. **Approval of Minutes**

   b. **Approval of Pricing for Minutes.**

   c. **Meeting Procedures and Schedule.**

2. **CURRENT DISCUSSION**

   d. **Community Outreach Plan. (City)**

   e. **General Plan of Development. (YVHA)**

3. **NEXT MEETING**

4. PUBLIC COMMENT

f. RAINBOW

AGENDA ITEM #a.

The above item is in Rainbow and is to be discussed.

AGENDA ITEM #b.

The above item is in Rainbow and is to be discussed.

AGENDA ITEM #c.

BRAC Meeting Summary
1/20/2023

Discussion of Meeting Procedures

- At the beginning of each meeting the previous meeting will be addressed to make sure each party agrees on the decisions made at the conclusion of the previous meeting.
- Whoever the responsible party is for drafting each part of the annexation agreement, that party is responsible for providing the necessary information for that meeting.
- The party that proposes each section in the annexation draft will present first and then the other party will provide feedback.
- At the end of each discussion, we will have a summary of points of agreement, summary of points of disagreement for each section and topic.
- Conclude each meeting with public comment, about 30 minutes each meeting. Ideally keeping each meeting to 2 hours, hopefully no more than 3 hours.
- At each meeting the team will have the opportunity to review the packet for the next meeting and will be able to make note if any information is missing, and request it be provided prior to the next meeting. Each party will be working on packets a month or more out.

(Notices) Designation of posting places for agendas – each organization will post at their offices, their websites and then the post office.

Agendas/Packets

- The agenda will be created by the City and published through the city's OnBase agenda system.
- The clerk's office will compile and publish the packet and the planning department will be the hub for the gathering all of packet materials.
- Minutes and progress reports – council would like a summary progress report as well as a detailed set of minutes close to a verbatim transcript.
  - Dan Foote found a company that will provide a detailed set of minutes with a 24-hour turnaround for $800/meeting.
  - Summary document could include timestamp markers. That could help offset the verbatim transcript costs.
  - If the detailed minutes only take 24hrs city council might not need a summary but the summary would be helpful for the public.
  - YVHA staff will provide a detailed summary, Jason will check with staff on turnaround capacity.
- For packets the city publishes packets 72hrs before the meeting. The agenda for the meeting two weeks out will be ready at the previous meeting. Each team will provide feedback and ask for additional items in the packet at that time.

MOU – The city will send an executed MOU for YVHA to finalize.

- Scope of public outreach and communications will be discussed next meeting, on Feb. 1st.

Timeline/Schedule

- Wednesdays are preferred for turnaround time.
- 2/1, 2/15, 3/1, 3/15, 3/29, 4/12, 4/26, 5/10, 5/24, 6/7, 6/21
- Townhall updates – will be discussed during the next meeting included with public outreach.
- Meeting Times – 9am to 12pm, 9-11:30 meeting and 11:30-12pm will be public comment.

Expectations – Goal is to complete annexation agreement in a manner that is acceptable for YVHA, the City, and the Community as a whole. Expectations are to come prepared having read the packets and ready with any feedback necessary to negotiate the terms that properly represent each party. It critical for each team to have a streamlined process from their repective board/council to share their criteria and feedback so it can be presented in a timely and succinct manner. Rules of order to be included in the front of the packet at each meeting.

Annexation Agreement Outline

1. Post Annexation Land Use Approval Process
   - Feedback & Comments- YVHA will probably ask for some CDC exemptions for bonding and assuredy.
2. General Plan Development
   - Feedback & Comments- none
3. City Services/Operations/Maintenance
   - Feedback & Comments-none
4. Affordability/Attainability of Housing
   - Feedback & Comments-none
5. Exactions/Dedication of Land
   - Feedback & Comments- Jason inquired about the Indoor Field House and Sports Complex, as well as the Arts and Humanities designation, both of which Gary provided clarification for.
6. Sustainability Measures
   - Feedback & Comments- the new model energy code will be in effect by the time brown ranch buildout begins.
7. Contingencies
   - Feedback & Comments- none

Order

- Feb 1st (Meeting #1) Start w/ phasing plan and unit types and numbers (parks and open space are identified, wildfire mitigation), big picture infrastructure concepts some of which will be influenced by the YVHA energy master plan. Section 2. A-F on Feb. 1, original annexation agreement reworked, could be provided as a rainbow item. Get the information to everyone by Wednesday or Thursday next week. As well as public outreach discussion
- Feb 15th (Meeting #2) Section 3a would inform the finance side then we could circle back to section 2g.
   ***YVHA to plan water scoping meeting
- Mar 1st (Meeting #3) Section 3b
- Mar 15th (Meeting #4) Fiscal, Section 2g and 3c. If consultants can't come to present, then we would do Section 5
- Mar 29th (Meeting #5) Fiscal, Section 2g and 3c
- Apr 12th (Meeting #6) Section 5a and 5f

- Apr 26th (Meeting #7) Section 4 Affordability
- May 10th (Meeting #8) Section 6
- May 24th (Meeting #9) Section 1 Post Annexation
- June 7th (Meeting #10) Section 7
- June 21st (Meeting #11) TBD as needed

BRAC Dates and Deadlines

January 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 BRAC Meeting #1	21
22	23	24	25 #2 Packet Due	26 #2 Agenda Published / #2 Packet Published	27	28
29	30	31 #3 Agenda Published	1	2	3	4
5	6	Notes				

February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 BRAC Meeting #2	2 #3 Packet Due 12:00	3 #3 Packet Published	4
5	6	7 CC Update #1 & #2	8	9	10	11
12	13	14 #4 Agenda Published	15 BRAC Meeting #3	16 #4 Packet Due 12:00	17 #4 Packet Published	18
19	20	21	22	23	24	25
26	27	28 #5 Agenda Published / CC Update #3	1	2	3	4
5	6	Notes				

March 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	1 BRAC Meeting #4	2 #5 Packet Due 12:00	3 #5 Packet Published	4
5	6	7 CC Update #4	8	9	10	11
12	13	14 #6 Agenda Published	15 BRAC Meeting #5	16 #6 Packet Due 12:00	17 #6 Packet Published	18
19	20	21 CC Update #5	22	23	24	25
26	27	28 #7 Agenda Published	29 BRAC Meeting #6	30 #7 Packet Due 12:00	31 #7 Packet Published	1
2	3	Notes				

April 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4 CC Update #6	5	6	7	8
9	10	11 #8 Agenda Published	12 BRAC Meeting #7	13 #8 Packet Due 12:00	14 #8 Packet Published	15
16	17	18	19	20	21	22
23	24	25 #9 Agenda Published / CC Update #7	26 BRAC Meeting #8	27 #9 Packet Due 12:00	28 #9 Packet Published	29
30	1	Notes				

May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2 CC Update #8	3	4	5	6
7	8	9 #10 Agenda Published	10 BRAC Meeting #9	11 #10 Packet Due 12:00	12 #10 Packet Published	13
14	15	16 CC Update #9	17	18	19	20
21	22	23 #11 Agenda Published	24 BRAC Meeting #10	25 #11 Packet Due 12:00	26 #11 Packet Published	27
28	29	30	31	1	2	3
4	5	Notes				

June 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6 #12 Agenda Published / CC Update #10	7 BRAC Meeting #11	8 #12 Packet Due 12:00	9 #12 Packet Published	10
11	12	13 CC Update #11	14	15	16	17
18	19	20	21 BRAC Meeting #12	22	23	24
25	26	27	28	29	30	1
2	3	Notes				

c.4

Draft BRAC Agenda Schedule

Meeting	Discussion Topic	Primary Party for Packet Material
1: January 20	**Meeting Procedures and Schedule**	City
2: February 1	**Community Outreach Plan**	City
	General Plan of Development a) Unit types and numbers b) Phasing plan c) Parks d) Wildfire mitigation e) Public Infrastructure Plan provided by YVHA • Water, wastewater, stormwater, multi-modal transportation, Fire Station • Construction costs • Phasing • Maintenance • Onsite v offsite (offsite cost shares) • Exactions/Land Dedications f) Private Infrastructure Plan provided by YVHA • Cable, telecoms, wireless, gas, electricity	YVHA
3: February 15	**City Services/Operations/Maintenance Responsibilities** a) City to provide City public utility services • Timing dependent on YVHA construction of infrastructure • Water service limited until Elk River Treatment facility constructed - adequacy determination (No development permit may be approved without; demonstration of adequate water supply can be provided, not necessarily; at time of application, annexation is not a development permit.) • Water Demand Report provided by YVHA • Wastewater, stormwater • Existing fee system	City
4: March 1	**City Services/Operations/Maintenance Responsibilities** b) General Municipal Services • Transit, streets, public safety, parks and open space • Capital equipment needs (Buses, snow removal, fire/police/parks vehicles • and equipment) • Equitable service levels for SS and BR residents (parties to define) • Identification of equipment/maintenance responsibilities and costs	City
5: March 15	**City Services/Operations/Maintenance Responsibilities** c) Fiscal Impact	YVHA & City

c.5

Meeting	Discussion Topic	Primary Party for Packet Material
	• YVHA to provide fiscal impact study • Revenue neutrality • Equitable cost for services for SS and BR residents (parties to define) • Funding source for City services—RETA, Metro District, YVHA tax?	
	General Plan of Development g) Use of STR tax revenues • City to contribute to project infrastructure costs. Amount of contribution shall depend on overall plan of development; long term affordability/attainability; phasing and unit mix; delivery of permanently affordable/attainable housing • Timing/phasing • Bonding Capacity • Election requirements—multiple fiscal year obligations/debt	YVHA & City
6: March 29	**City Services/Operations/Maintenance Responsibilities** c) Fiscal Impact *(Continued)*	YVHA & City
	General Plan of Development g) Use of STR tax revenues *(Continued)*	YVHA & City
7: April 12	**Exactions/Dedication of Land** a) Parks and open space and trails easement dedications b) Indoor Field House and Sports Complex c) Fire station d) Avigation easements e) Utility easements f) Water rights, Section 25-77(e) (Dedication of appurtenant water rights, or alternative, equal to 110% of the estimated demand.) g) Other agencies, School District, Arts and Humanities	
8: April 26	**Public Transportation Infrastructure** • Traffic Study • Onsite v. offsite (offsite cost shares)	
9: May 10	**Affordability/Attainability of Housing** a) Ownership model and breakdown • YVHA rental, restricted sales, market rate sales b) Deed/rental restrictions? • Income, workforce, primary residence, STR, Pacaso, etc. • Flexibility over time c) Conformance with WSSAP	
	Sustainability Measures a) Energy efficiency: LEED, Energy Star, etc., energy conservation, smart home and construction practice tech, living classroom b) Reflective roofs, airtight homes, passive solar, thermal mass, xeriscaping, graywater use,	

c.6

Meeting	Discussion Topic	Primary Party for Packet Material
	fireproofing, aircrete, permeable surfaces, sidewalks, parks, driveways, walkable neighborhood design, shared spaces/community gathering spaces, integrated pest management plan, EV chargers	
10: May 24	**Post Annexation Land Use Approval Process** a) Zoning • YVHA/City staff to propose TND Zoning with STR Overlay and Airport Overlay. • Result of zoning ordinance cannot be guaranteed; petition may be withdrawn if TND Zoning not granted • Property may be re-zoned per CDC procedures • YVHA -- requested changes to administrative approvals b) Subdivision applications • Petition may be withdrawn if subdivision applications filed during the annexation process are not approved. c) CDC shall govern post annexation land use applications • Engineering, Water, and Sewer Standards shall apply to post annexation land use applications. • YVEA requested exemptions for infrastructure bonding and surety d) Fire, building, electrical, etc. Codes shall apply e) Vested Rights • Term	
11: June 7	**Contingencies** a) Legal Challenges b) Referendum/Referred Measure c) Annexation shall not occur until forty days have passed from approval of annexation ordinances. City shall not complete statutory process until the forty-day period has expired.	
12: June 21		

c.7

Brown Ranch Annexation Committee

Meeting 2: February 1, 2023

General Plan of Development

Prepared by YVHA

Section 2: General Plan of Development

The information provided below is part of the Brown Ranch Community Development Plan, which was created with technical study of the site, expert analysis of the local housing need, progressive urban design, community member oversight, and extensive public outreach. This Community Development Plan was recommended for adoption by the Brown Ranch Steering Committee on December 14, 2022 and approved and adopted by the YVHA Board on December 15, 2022. The Plan document linked below is the adoption draft approved by the YVHA Board and is subject to non-material edits and clarifications.

https://brownranchsteamboat.org/2022/11/04/brown-ranch-community-development-plan-2022/

We highly encourage everyone to review the Plan in its entirety.

Section 2: General Plan of Development

a) Unit types and numbers
    a. 2,264 units (based on demand study for Steamboat Springs based workforce needs through 2040)
      i. Multi-Family (1,486)
      ii. Single-Family Attached (484)
      iii. Single-Family Detached (294)
    b. Non-Residential Uses
      i. Grocery (15,000 sf)
      ii. Retail (96,000 sf)
      iii. Office (28,000 sf)
      iv. Daycare (10,000 sf)
      v. Fire Station (50,000 sf)
      vi. School (200,000 sf)
      vii. Unspecified Community Program (20,000 sf)
    c. Site design is flexible to match demand as it changes over time

MEETING DEMAND AT BROWN RANCH

The Brown Ranch can help alleviate the current and future housing shortage, but key decisions about who to serve are needed to define the project.
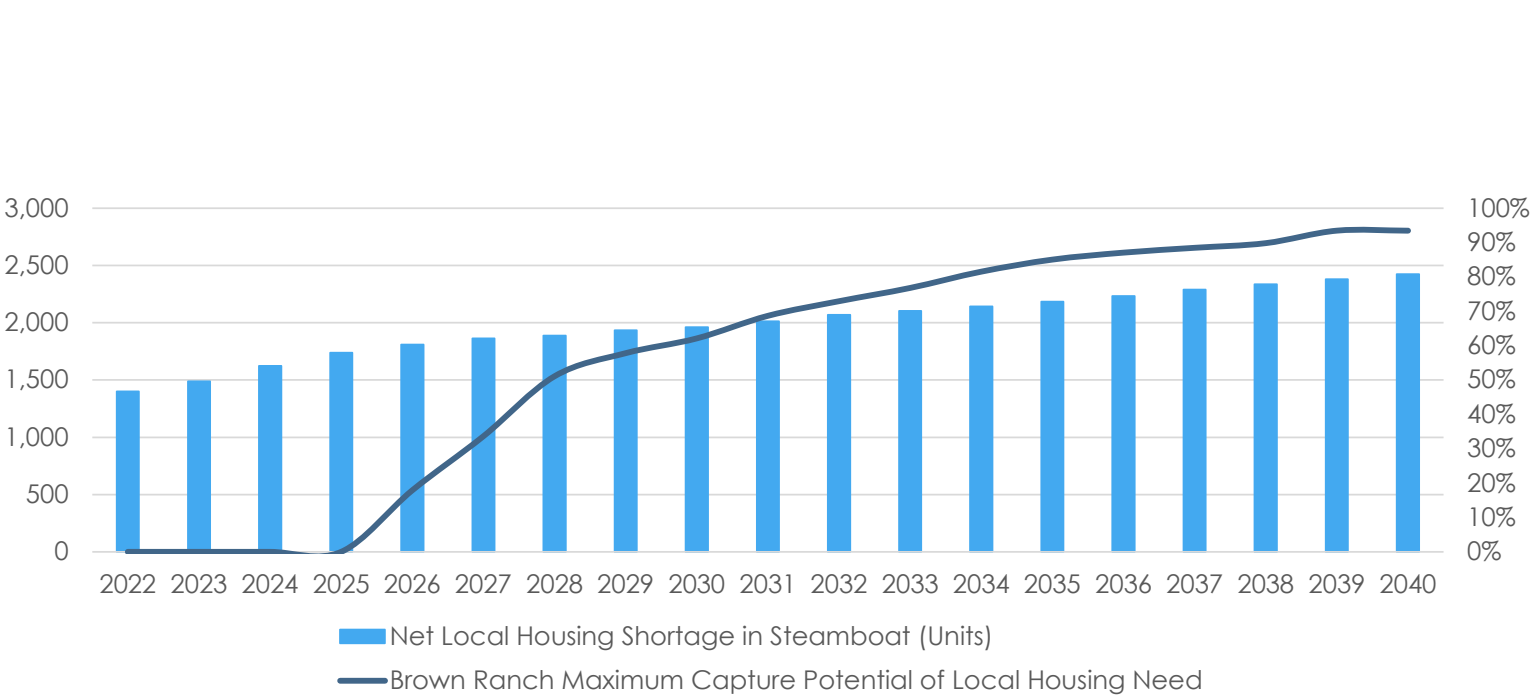
FUTURE DEMAND

In order to project the future demand for workforce housing, RCLCO relied on forward job projections and several key assumptions, including the continuation of historical trends in income growth, housing inventory growth, and a similar share of inventory allocated to non-local uses for each income group. RCLCO also factored in planned housing authority development to supply and assumed a slow-down in housing market price growth to be more in line with long-term historical levels as a conservative estimate. Based on this analysis, there is expected to be a net demand for 1,961 Affordable, Entry-Level and Move-Up households by 2030, and over 2,400 in the Steamboat area by 2040.

While this reflects the theoretical net need for housing, RCLCO understands that in practice, many existing households in the market are not going to move in a given year. While RCLCO assumes new housing at Brown Ranch can capture new and current local workers to the market each year, RCLCO assumes only a share of existing households will re-locate based on historical "turnover" for owners and renters for each income group. In essence, Brown Ranch can slowly draw down the pent-up housing shortage over time, ultimately addressing over half the existing housing shortage by 2030 with a large Phase I, and the majority of the housing shortage by 2040 by capturing an increasing share of the local workforce with 2,264 total units.

BASIS OF RECOMMENDATIONS

Based on the principles established through the Focus Team meeting process, the research included within this Demand Study, and some preliminary work to align Demand and Project Economics, the recommended housing delivery at Brown Ranch is 2,264 units by 2040. Approximately 30% of these units should be targeted as affordable for 60% AMI and below category ("affordable") while 43% should be targeted as affordable for those earning 60-128% AMI ("entry-level"). The remaining 37% should be affordable to those earning 128-258% AMI ("move-up"). These recommendations align to current assumptions about housing need, community preferences and available subsidies. The plan incorporates flexibility for changing needs over time.

Legend:
- Net Local Housing Shortage in Steamboat (Units)
- Brown Ranch Maximum Capture Potential of Local Housing Need

	2026*	2030	2035	2040
Low-Income	139	466	565	677
Entry-Level	116	446	712	968
Move-Up	69	306	578	619
TOTAL HOUSING UNIT POTENTIAL ON BROWN RANCH SITE	**324**	**1,218**	**1,855**	**2,264**

First homes feasibly constructed

NON-RESIDENTIAL DEMAND

Non-residential uses at Brown Ranch are important to building a walkable and connected community. Aligning community goals with demand will help ensure success of non-residential uses on the site.

NON-RESIDENTIAL DEMAND

Non-Residential uses will be an important component in achieving Urban Design and Sustainability goals such as the creation of a walkable community. Access to affordable food options are also a critical aspect of the Health Equity Initiative. Evaluating the non-residential demand helps us understand how much of each use can be supported within Brown Ranch.

The commercial space summary table to the right is based on regional and visitor/ tourist demand, as well as demand from the future residents of Brown Ranch. By 2030, there will be support for an unsubsidized mid-sized grocer of about 30k s.f., several supporting restaurants and shops, and a couple neighborhood offices. By 2040, a full community commercial core is possible, with a "downtown" feel and up to about 170k s.f. of space.
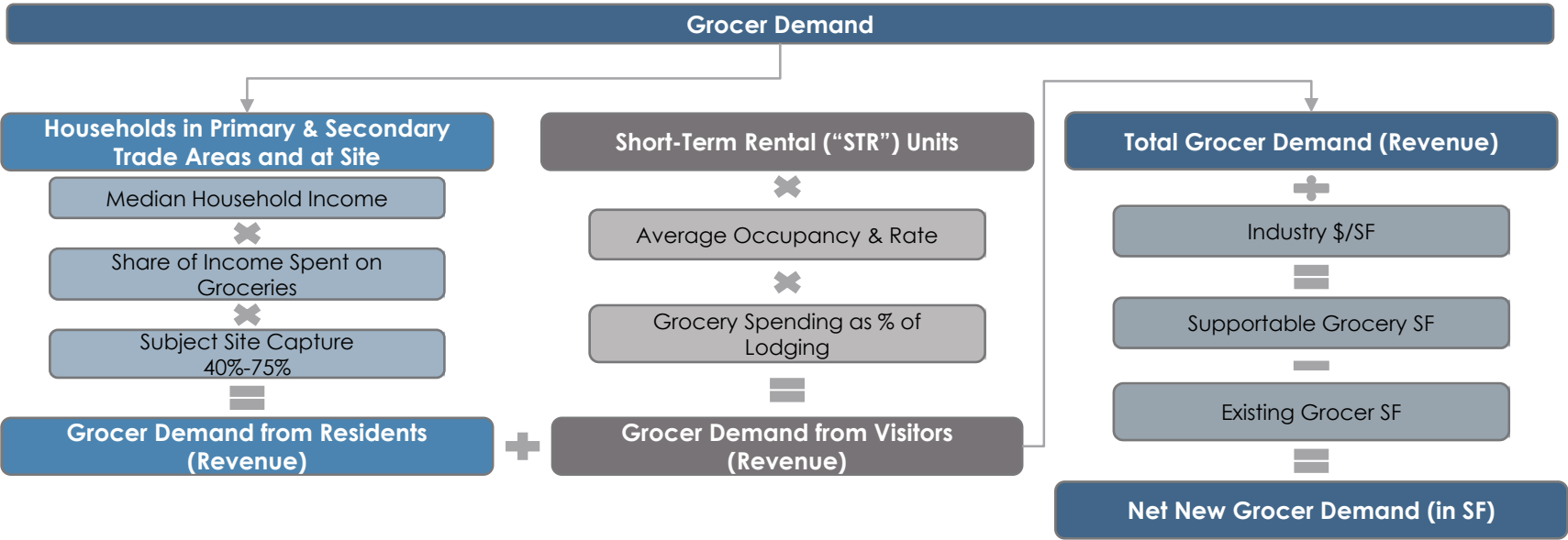
The proposed services for Brown Ranch use

	Today	2026	2030*	2035	2040
Grocery	0	12,566	31,688	39,801	57,380
Supporting retail (coffee, tacos, brewery, etc.)	0	18,849	47,532	59,702	86,070
Neighborhood office (Non-profits, arts, medical)	0	3,235	9,605	18,205	27,575
TOTAL COMMERCIAL SQUARE FEET POTENTIAL AT SITE	**0**	**34,651**	**88,826**	**117,708**	**171,024**

*Indicates market support for grocer

this data as a starting point for establishing the non-residential areas required, but only captures those aspects of the non-residential demand that align with the vision and principles for the site. For example, it was determined to be important to have healthy, affordable food access at Brown Ranch, which is best accommodated through a food co-op or similar community food program. There are likely other sites in West Steamboat that are

better suited to accommodating the large-format grocery store indicated in the Demand Study.

The proposed services also include spaces that were not indicated by the demand, but that we know through the health equity work and community engagement are critical to supporting the community at Brown Ranch. These spaces include childcare, school and unspecified community program.

As the development progresses, other non-residential services may emerge that are important in meeting community goals. The Development Plan accounts for this by identifying developable blocks that extend beyond what is needed to meet the proposed services. Balancing community need with economic viability will be critical in shaping the neighborhood areas balance for Brown Ranch.

HOUSING CHOICES & COMMUNITY SPACES

The proposed housing choices and non-residential areas are designed to create a diverse, vibrant, walkable neighborhood that fulfills the housing, services and amenity needs of the Steamboat Springs community.

The consultant team developed the proposed program based on RCLCO's Housing Demand Study as well as the principles from Focus Team conversations.

The following factors identified in the Demand Study shaped the team's approach to the proposed program:

- There is a demand for 1,400 units on-site today, and a total 2,264 by 2040.

- There is significant interest in home ownership, but making Brown Ranch affordable and attainable to the workforce will rely in large part on affordable rental opportunities.

- The first phase should be large enough to offset initial infrastructure costs, but needs to fit within the constraints of current local treated water availability.

- There is currently enough demand to support a small commercial center in Phase I, including a small-format grocer and supporting retail. Future phases should be tied to demand created by Brown Ranch residents only.

- Commercial and community space within Brown Ranch are critical to meeting the larger goals of having a walkable neighborhood, fostering community, and reducing reliance on cars. They should be distributed throughout the site, with a "village core" at each neighborhood to ensure easy access to amenities and services for all residents.

Balancing housing and infrastructure costs, affordability targets and anticipated subsidy opportunities, the team is proposing a mix of housing types including multi-family apartment and condominium buildings of various sizes, single-family attached homes (SFA: townhouses, duplex/fourplex/sixplex, etc.) and some single family detached homes (SFD). While there was significant community interest in single-family homes, this housing type takes up the most land area, requires significant subsidy, and serves the least number of people. YVHA ultimately decided on a housing mix of 65.5% apartments and condominiums, 21.5% SFA, and 13% SFD.

RESIDENTIAL	PROGRAM		Phase 1	Phase 2	Phase 3	Total per type
			# UNITS			
	Multi-family	Rental	593	221	221	
		Condo	179	136	136	
		Sub-Total	**772**	**357**	**357**	**1486**
	Single Family Attached	Rental	126	46	46	
		Owner	104	81	81	
		Sub-Total	**230**	**127**	**127**	**484**
	Single Family Detached	Rental	28	11	10	
		Owner	94	76	75	
		Sub-Total	**122**	**87**	**85**	**294**
	Total by Phase		**1124**	**571**	**569**	**2264**

COMMERCIAL / COMMUNITY	PROGRAM	Building Type	Phase 1	Phase 2	Phase 3	Total per type
			Area in square feet			
	Grocery	Mixed Use	15,000			**15,000**
	Retail Space (coffee, restaurant, etc	Mixed Use	48,000	22,000	26,000	**96,000**
	Office Space/ Non-Profit Center	Mixed Use	10,000	8,000	10,000	**28,000**
	Childcare accepting CCAP	Mixed Use	5,000		5,000	**10,000**
	Fire Station	Free Standing		50,000		**50,000**
	K-8 School (site area)	Free Standing		200,000		**200,000**
	Unspecified Community Program	TBD		10,000	10,000	**20,000**
	Total by Phase		**78,000**	**290,000**	**51,000**	**419,000**

OPEN SPACE	PROGRAM	Uses	Phase 1	Phase 2	Phase 3	Total per type
			Area in acres			
	Community Park	Sports Fields	0	0	2.6	**2.6**
		Play Space	0.15	1	2	**3.15**
		Multi-use	0.1	6.1	0.2	**6.4**
		Natural		12.9	5.3	**18.2**
	Neighborhood Park	Play Space	0.85	0.6	1.8	**3.25**
		Multi-use	0.2	1.3	1.6	**3.1**
		Natural	1.7	3.8	3.4	**8.9**
	Mini Park		0.5	0	0	**0.5**
	Natural Open Space access		12.6	48.8	7.2	**68.6**
	Total Acres					**114.7**

NEIGHBORHOODS

Each labeled neighborhood contains the capacity for the below number of blocks and units, with flexibility for the future as development needs change.

TOTAL POTENTIAL DEVELOPABLE AREA ON SITE, IN BLOCKS: 82*

*A representative block area equals 74,470 square feet or 1.7 acres, and only includes the private parcel area (excluding public right of ways, sidewalks, streets, and alleys). The blocks shaded in blue, light purple and dark purple represent the parcel areas that are needed in order meet the development plan (number of units, types of housing, non-residential areas and parking) and provide housing choices. The white shaded blocks indicate areas that could be developed if needed to accommodate the program if new information changes the assumptions of the development plan. Examples of new information that could affect the plan include: detailed geotechnical, wildfire, grading, and feasibility analysis or changes in the roadway widths, typical block sizes or parcel sizes.

NBH. A: **9 BLOCKS,**   **400 - 480 UNITS**

NBH. B: **10 BLOCKS,**   **330-360 UNITS**

NBH. C: **25 BLOCKS,**   **1040 - 1070 UNITS**

NBH. D: **12 BLOCKS,**   **480 - 510 UNITS**

POTENTIAL SCHOOL SITE: **3 BLOCKS**

A ~200,000 SF site for a school and associated program will be held in either neighborhood C or D.

LEGEND
- PINE BLOCK (LOWEST # HOMES/BLOCK)
- OAK BLOCK (MID-RANGE # HOMES/BLOCK)
- LINCOLN BLOCK (HIGHEST # HOMES/BLOCK)
- REMAINING BLOCK
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAILS

e.7

THE PLAN: NEIGHBORHOODS AND BLOCKS

NEIGHBORHOOD & BLOCK PRINCIPLES

AN EQUITABLE MIX

- Each neighborhood includes a neighborhood heart with commercial and community amenities, and consists of a mix of housing types, access to transit, and access to trails and open space.

- Each block has a minimum mix of housing types.

- Highest density blocks are located in closest proximity to amenities and transit.

CONTEXT CONNECTED

- Neighborhoods are distinct areas on site defined by topography and site context.

- The basic north-south oriented blocks allow for the best solar photovoltaic potential, urban heat reduction, and utilization of prevailing winds.

- Neighborhood design maximizes the number of units fronting greenspace and open space.

FUTURE FLEXIBILITY

- Blocks are designed with lot size flexibility to accommodate multiple types of housing.

- Aggregate surface parking into larger lots that can have solar panels and potentially be redeveloped in the future.

- Neighborhoods are designed with flexible "extra" blocks that may or may not be developed. These blocks are not required to meet the program demand as outlined, but may be needed as more site, geotechical, or design-related information is determined.

HUMAN-CENTRIC

- Utilize alleys for parking, fire vehicles, and ADU access to maximize neighborhood character of buildings fronting on greenways and small streets, minimizing heat island and creating friendly pedestrian experiences.

- Create a robust network of seasonal mid-block paths connected to wider pedestrian systems and bikeways, linking open space and trails to foster a connected and healthy community.

MITHŪN

View of a Neighborhood Core and "Lincoln" blocks

Each pocket of development will include a vibrant Neighborhood Core, with transit access, community services and gathering spaces, and mixed-use buildings (housing above ground floor commercial). These zones provide places for connection and welcome the broader Steamboat Springs community into Brown Ranch.

e.10

MITHŪN

View of a greenway & "Oak" blocks

Greenways replace every other north-south oriented street, prioritizing pedestrians and cyclists over cars. Homes fronting on the greenways enjoy a park-like experience, reducing reliance on private back yards. This strategy reduces paving, improving stormwater conditions and minimizing heat islands. The greenways can be designed with community garden beds, play structures, basketball hoops, etc., or left as flexible open space for block parties and other gatherings.

e.11

View of a neighborhood street and "Pine" blocks

A typical neighborhood street will have a character similar to Pine St., in Old Town Steamboat. with its narrow, tree-lined right-of-way and mix of housing types. Unlike Pine St., the typical street at Brown Ranch will include sidewalks, and smaller front setbacks, lined with front porches and stoops to enhance community mobility and connectivity.

e.12

HOUSING MIX OVERVIEW

A mix of densities throughout the site and a mix of housing types on each block support the goal to create a welcoming, healthy and equitable community.

THE FOLLOWING DEVELOPMENT MIXES MEET THE PLAN'S NEEDS FOR THE NUMBER AND TYPE OF UNITS ACROSS THE SITE. THEIR DISTRIBUTION ACROSS EACH NEIGHBORHOOD CREATES COMPACT, WALKABLE COMMUNITY WITH AN INTENTIONAL, EQUITABLE APPROACH TOWARDS DENSITY:

PINE (lowest # of homes per block)

SINGLE FAMILY DETACHED

SINGLE FAMILY DETACHED w/ ADUs

SINGLE FAMILY ATTACHED

MULTIFAMILY

OAK (mid-range # of homes per block)

SINGLE FAMILY DETACHED w/ ADUs

SINGLE FAMILY ATTACHED

SINGLE FAMILY ATTACHED

MULTIFAMILY

LINCOLN (highest # of homes per block)

SINGLE FAMILY DETACHED w/ ADUs

SINGLE FAMILY ATTACHED
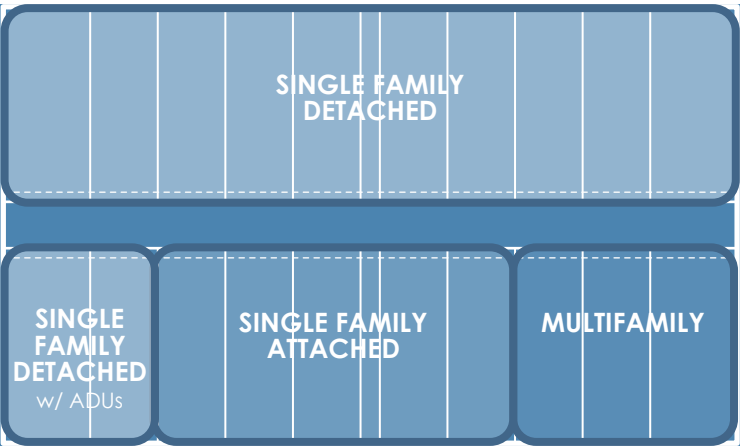
MULTIFAMILY

"PINE" BLOCK MIX

Pine blocks have the following unit type mix ranges, consisting of a larger balance of single family detached with ADUs, a medium amount of single family attached, and smaller multifamily developments:

- SFD 55 - 65%
- SFA 20 - 30%
- MF 10 - 20%

"OAK" BLOCK MIX

Oak blocks have the following unit type mix ranges, consisting of roughly equal amounts of land area dedicated to each housing type: single family detached with ADUs, single family attached, and multifamily:

- SFD 25 - 35%
- SFA 30 - 40%
- MF 30 - 40%

"LINCOLN" BLOCK MIX

Lincoln blocks have the following unit type mix ranges, with about half of the land area dedicated to multifamily developments, and the remaining mostly single family attached with a small amount of single family attached:

- SFD 5 - 15%
- SFA 35 - 45%
- MF 45 - 55%

"PINE" BLOCK TOTALS

To fulfill the demand & program there are the equivalent of **16 TOTAL PINE BLOCKS** on site (14.5 residential blocks at 1:1 parking plus 1.5 district parking blocks).

"OAK" BLOCK TOTALS

To fulfill the demand & program there are the equivalent of **16 TOTAL OAK BLOCKS** on site (14 residential blocks at 1:1 parking plus 2 district parking blocks).

"LINCOLN" BLOCK TOTALS

To fulfill the demand & program there are the equivalent of **15 TOTAL LINCOLN BLOCKS** on site (12.5 residential blocks at 1:1 parking plus 2.5 district parking blocks).

NEIGHBORHOODS

Each labeled neighborhood contains the capacity for the below number of blocks and units, with flexibility for the future as development needs change.

TOTAL POTENTIAL DEVELOPABLE AREA ON SITE, IN BLOCKS: 82*

*A representative block area equals 74,470 square feet or 1.7 acres, and only includes the private parcel area (excluding public right of ways, sidewalks, streets, and alleys). The blocks shaded in blue, light purple and dark purple represent the parcel areas that are needed in order meet the development plan (number of units, types of housing, non-residential areas and parking) and provide housing choices. The white shaded blocks indicate areas that could be developed if needed to accommodate the program if new information changes the assumptions of the development plan. Examples of new information that could affect the plan include: detailed geotechnical, wildfire, grading, and feasibility analysis or changes in the roadway widths, typical block sizes or parcel sizes.

NBH. A:	**9 BLOCKS,**	**400 - 480 UNITS**
NBH. B:	**10 BLOCKS,**	**330-360 UNITS**
NBH. C:	**25 BLOCKS,**	**1040 - 1070 UNITS**
NBH. D:	**12 BLOCKS,**	**480 - 510 UNITS**

POTENTIAL SCHOOL SITE: 3 BLOCKS

A ~200,000 SF site for a school and associated program will be held in either neighborhood C or D.

LEGEND
- PINE BLOCK
- OAK BLOCK
- LINCOLN BLOCK
- REMAINING BLOCK
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAILS

e.14

NEIGHBORHOOD "A" PLAN

Neighborhood A acts as the front door to Brown Ranch, nestled between two sets of flat top hills, adjacent to the Slate Creek corridor, and connected to the broader Steamboat Springs community.

Neighborhood A will be the first phase of development at Brown Ranch. This neighborhood will require the least amount of infrastructure due to Its proximity to Highway 40 and relatively flat topography. It will provide much needed community amenities for both Brown Ranch residents and neighboring communities, including a park, a transit hub, an affordable food market, a childcare center, and other community-focused services. A significant portion of the homes in this neighborhood will serve households at 125% AMI and below, where the most urgent need is currently. Three and four story mixed-use buildings (homes above ground floor commercial) will make up much of Neighborhood A, with single family attached homes (four or sixplexes) sitting on the eastern edge to taper down the scale as it approaches the Overlook Neighborhood.

LEGEND
- BLOCKS
- FIRE STATION
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAILS

	Total "Blocks"	Residential Blocks (1:1 Parking)	District Parking Blocks	Potential SFD Blocks @ Overlook	Fire Station Block	Single Family Attached Units	Multifamily Units
NBH A Mix	8.5	6	2	1	.5	10-20	400-450

Neighborhood A's design maximizes the number of housing units that can be delivered in closest proximity to existing road infrastructure, utility connections, and transit. The hill-top area at the very southeast of the site, shown with a ghosted lot plat, needs further investigation but may be able to house a small number of single family detached units, connecting directly to the Overlook development and infrastructure.

e.15
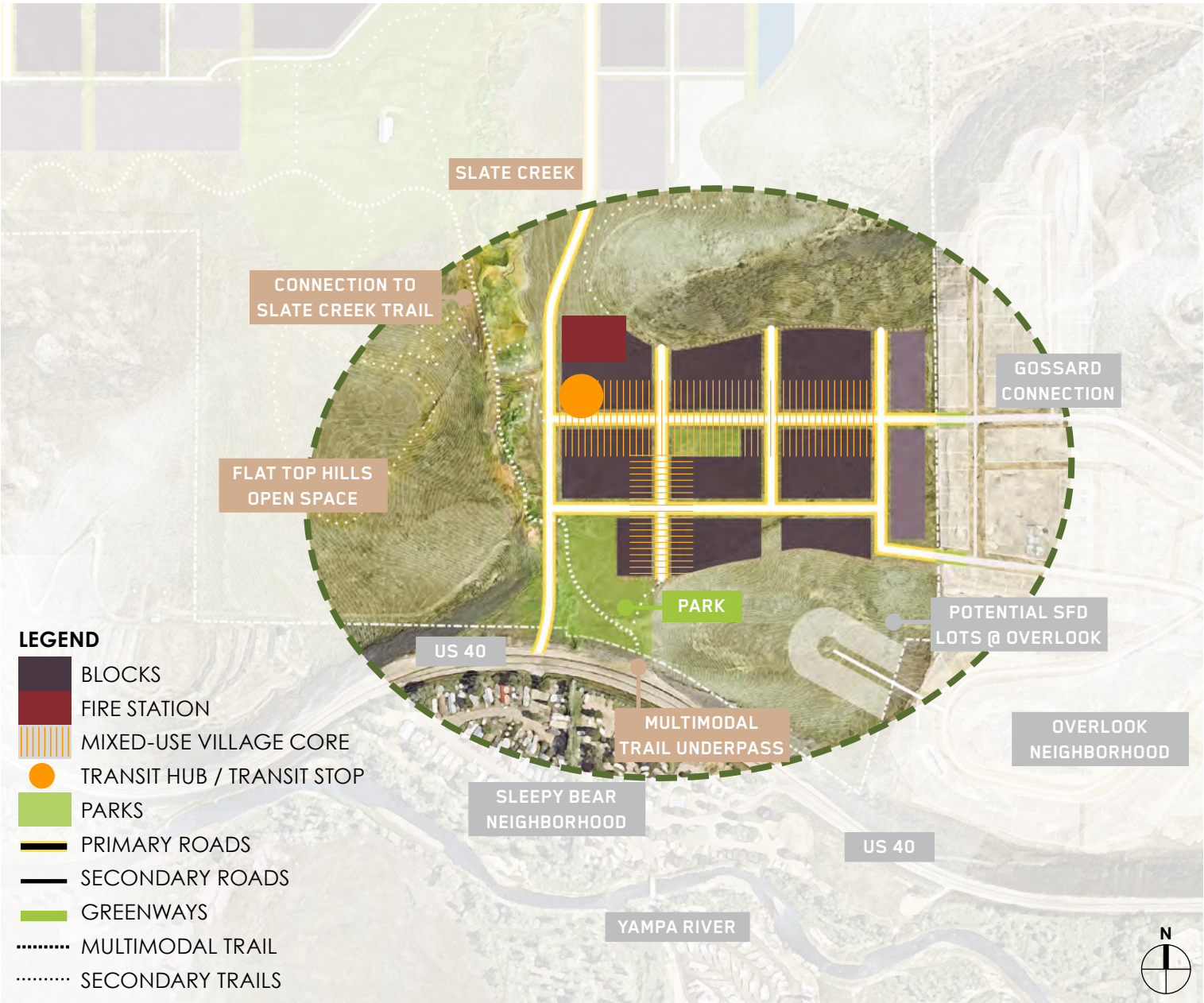
NEIGHBORHOOD "A"

Neighborhood A sets the tone for Brown Ranch's pedestrian-focused, walkable neighborhoods.

The neighborhood includes a vibrant community core with mostly mixed-use buildings that contain commercial or community amenities on the ground floor and housing above. A centrally-located transit hub serves the neighborhood and the surrounding Overlook and Sleepy Bear developments. A village square and a park create amenities for locals within this core zone, with trail connections out to the greater site. To fulfill the planned development goals and demand at the density mixes shown, Neighborhood A contains 400-450 total units.
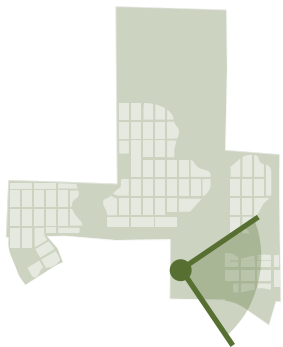
NEIGHBORHOOD "B" PLAN

Neighborhood B is tucked between the eastern edge of Slate Creek and a series of flat top hills at the edge of the Brown Ranch site.

The neighborhood includes a small community core with one Lincoln residential mixed-use block, two Oak blocks, and seven Pine blocks. A centrally-located transit stop serves the neighborhood, located adjacent to the small mixed-use zone. The neighborhood is surrounded by a perimeter trail and connects directly across the Slate Creek corridor to the community park on its western edge. To fulfill the planned development goals and demand at the density mixes shown, Neighborhood B contains about 350 total units.

	Total "Blocks"	Residential Blocks (1:1 Parking)	District Parking Blocks	Single Family Detached Units	Single Family Attached Units	Multifamily Units
PINE	7	6.3	0.7	75-85	50-60	70-80
OAK	2	1.75	0.25	5-15	20-30	45-55
LINCOLN	1	.85	.15	2-5	10-15	30-40

Neighborhood B contains ~two equivalent blocks "remaining," shown as the white ghosted blocks in the plan. In B, these blocks are marked as "remaining" based on their surrounding topography and their peripheral location in the neighborhood. These blocks provide the flexibility to accommodate additional housing units or absorb changes in the development plan based on new information.

LEGEND
- PINE BLOCK
- OAK BLOCK
- LINCOLN BLOCK
- REMAINING BLOCK
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAILS

SLATE CREEK
CONNECTION TO SLATE CREEK TRAIL
FLAT TOP HILLS OPEN SPACE
COMMUNITY PARK CONNECTION
NEIGHBORHOOD PERIMITER TRAIL

e.17
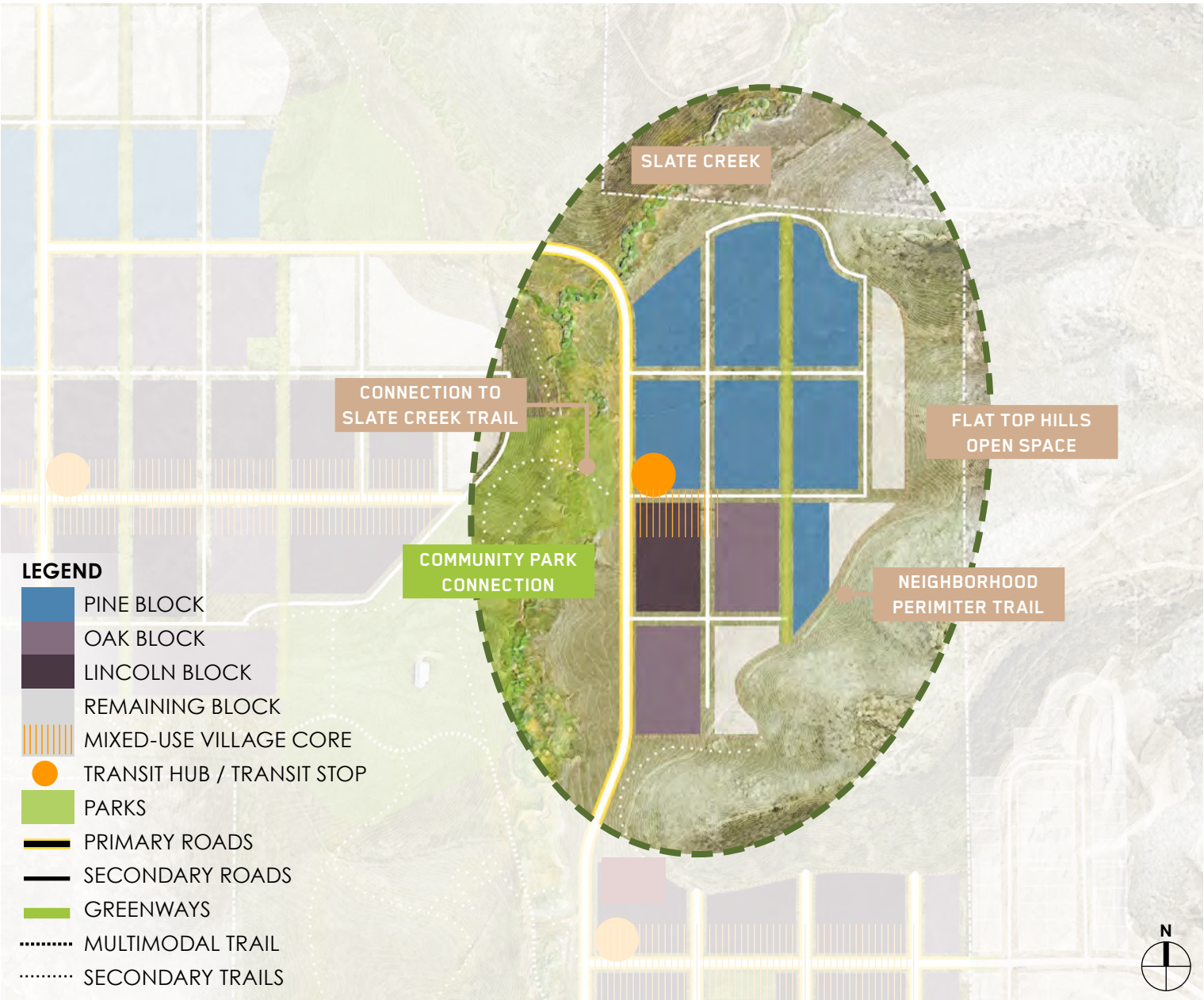
NEIGHBORHOOD "B"

Nestled into the hillsides, Neighborhood B feels like a small community but benefits from proximity to Neighborhoods A and C.

Neighborhood B is hugged by oaky hillsides. It is the smallest of the neighborhoods, with just a small amount of retail and a transit stop at its "core," but it is in close proximity to the mixed-use cores of neighborhoods A and C. It looks over the riparian corridor of Slate Creek, and is connected to the rest of Brown Ranch by the trail network through the park.
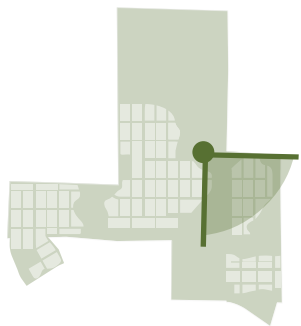
NEIGHBORHOOD "C" PLAN

Neighborhood C sits atop the main crest of the site, with gently rolling hills dropping east and west towards the two primary parks on either side.

The neighborhood includes an east-west neighborhood core with eight and a half Lincoln residential mixed-use blocks, 11 Oak blocks, and five and a half Pine blocks. A centrally-located transit stop serves the neighborhood, located adjacent to the mixed-use zone. The neighborhood is surrounded by a perimeter trail and connects directly to the Slate Creek corridor, multimodal trail, and both community parks. To fulfill the program and demand at the density mixes shown, neighborhood C contains about 1,070 total units.

LEGEND
- PINE BLOCK
- OAK BLOCK
- LINCOLN BLOCK
- REMAINING BLOCK
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- POTENTIAL SCHOOL SITE
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAIL

	Total "Blocks"	Residential Blocks (1:1 Parking)	District Parking Blocks	Single Family Detached Units	Single Family Attached Units	Multifamily Units
PINE	5.5	5	.5	60-70	40-50	55-65
OAK	11	9.5	1.5	60-70	110-130	265-285
LINCOLN	8.5	7.25	1.25	10-20	100-120	300-320

Neighborhood C contains approximately 12 equivalent blocks "remaining," shown as the white ghosted blocks in the plan. In C, these blocks are marked as "remaining" based on their surrounding topography and their

peripheral location in the neighborhood. These blocks provide the flexibility to accommodate additional housing units or absorb changes in the development plan based on new information.
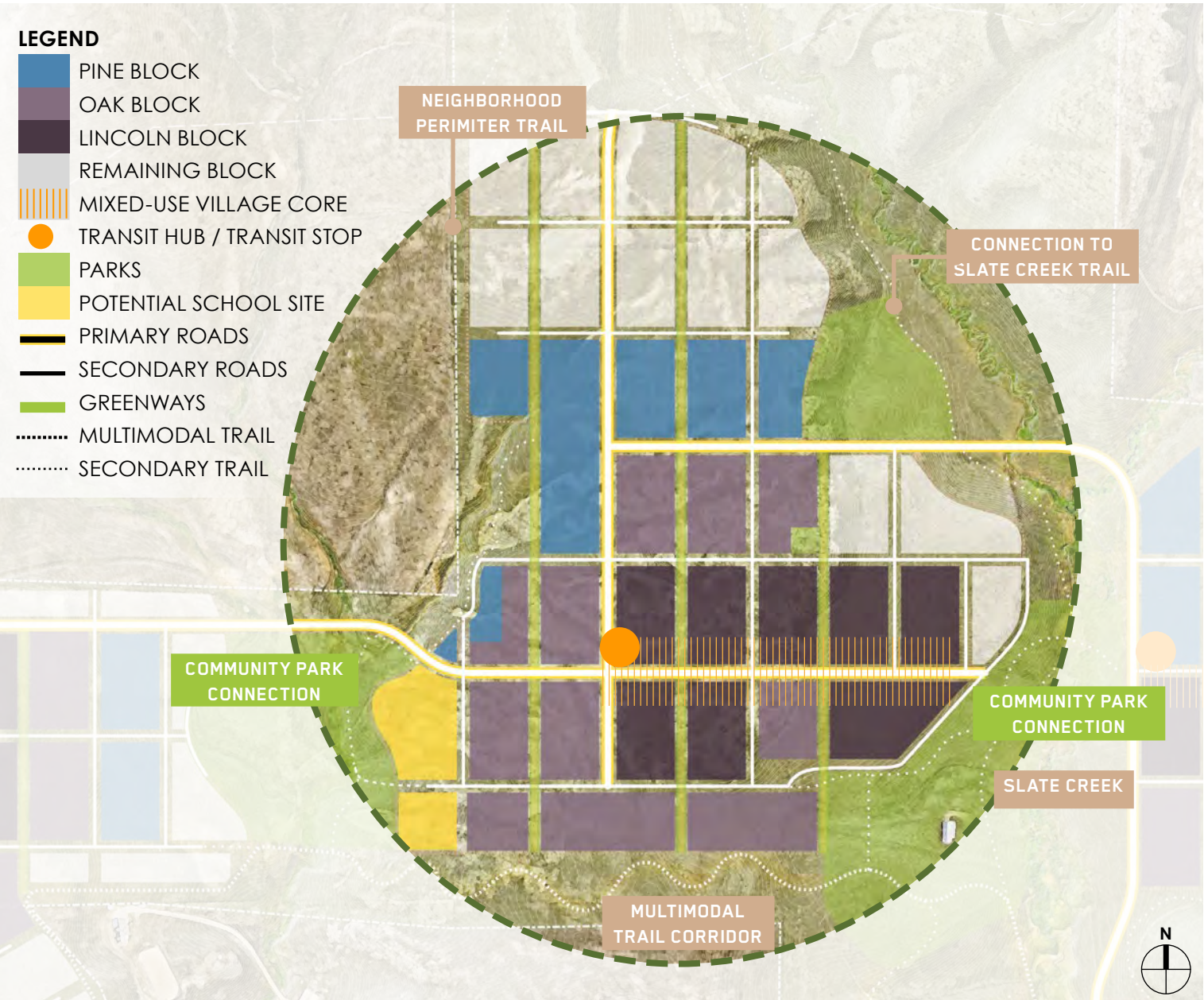
NEIGHBORHOOD "C"

The heart of Brown Ranch is a pedestrian-centered environment connected to the history of the site.

Neighborhood C occupies the center of the Brown Ranch. It it the largest neighborhood at Brown Ranch and accordingly includes a robust mixed-use core and the proposed school site. The north-south greenways connect the northern open space with the multi-use trail for a robust bike and pedestrian network connecting to nature and neighbors. The Log Barn is featured as a community space in the natural park to the east and connects Brown Ranch to its history.
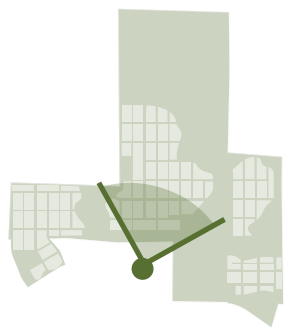
NEIGHBORHOOD "D" PLAN

Neighborhood D sits on the gently-rolling hills along the far western edge of the site, off of County Road 42.

The neighborhood includes a north-south neighborhood core with approximately five Lincoln residential mixed-use blocks, three Oak blocks, and three and a half Pine blocks. A centrally-located transit stop serves the neighborhood, located adjacent to the mixed-use zone. The neighborhood is surrounded by a perimeter trail and connects directly to a community park, the multimodal trail, and County Road 42. To fulfill the program and demand at the density mixes shown, Neighborhood C contains about 500 total units.

	Total "Blocks"	Residential Blocks (1:1 Parking)	District Parking Blocks	Single Family Detached Units	Single Family Attached Units	Multifamily Units
PINE	3.5	3.25	.25	35-45	25-35	35-45
OAK	3	2.5	.5	15-25	30-40	75-85
LINCOLN	5.25	4.5	.75	5-15	60-70	180-200

Neighborhood D contains approximately nine equivalent blocks "remaining," shown as the white ghosted blocks in the plan. In D, these blocks are marked as "remaining" based on their surrounding topography, peripheral location in the neighborhood, or potential wildfire management setbacks. These blocks provide the flexibility to accommodate additional housing units or absorb changes in the development plan based on new information.

LEGEND
- PINE BLOCK
- OAK BLOCK
- LINCOLN BLOCK
- REMAINING BLOCK
- MIXED-USE VILLAGE CORE
- TRANSIT HUB / TRANSIT STOP
- PARKS
- PRIMARY ROADS
- SECONDARY ROADS
- GREENWAYS
- MULTIMODAL TRAIL
- SECONDARY TRAILS
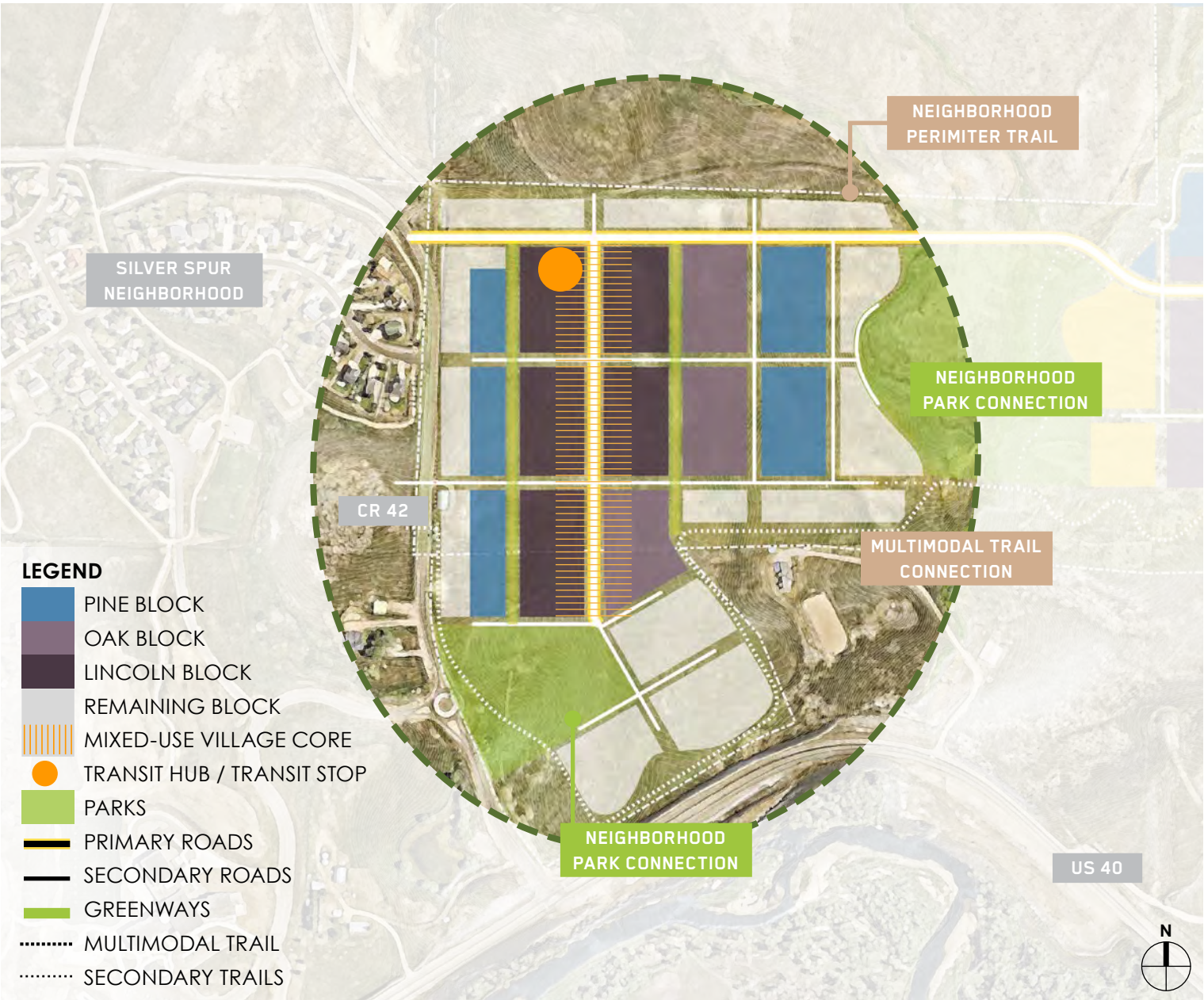
NEIGHBORHOOD "D"

Perched on a low slope hillside, Neighborhood D provides mountain views and surrounded by parks.

Neighborhood D is easily accessible from County Road 42, and surrounded by park land on two sides. The east-west roads provide unobstructed views to the mountain scape in the distance, while the north-south greenways connect residents to the hilltop park to the south, with views over the Yampa River and beyond. Neighborhood D has a small mixed-use core easily accessible to Silver Spur neighbors. The multi-use trail connects Neighborhood D to the rest of Brown Ranch, including the larger mixed-use core of Neighborhood C in one direction, and to the Sleeping Giant School in the other. .
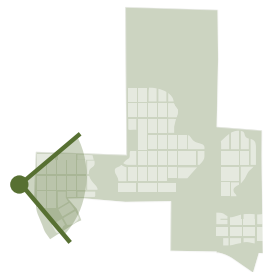
NEIGHBORHOOD "A" EXAMPLE PLAN

This drawing depicts one approach to site planning for Neighborhood A. The town square located in the center of the neighborhood could serve as a place for farmers' markets or other community gatherings. Retail, live-work or community services spaces with housing above line the main east-west street, creating a vibrant corridor through the neighborhood. The larger buildings are focused in the center of the neighborhood and the scale tapers as you move to the east, with single family attached (fourplex and eightplex) homes along the edge of Overlook.

The large park is located immediately at the entry to the neighborhood, both to provide good access for neighboring communities, and to align with the district stormwater approach that uses low land park space as overflow for storm surges.

The plan assumes that a level of structured parking below the mixed-use buildings will provide one space per unit of parking. Working with the grades across the site, these garages could be partially below grade with liner retail uses and stoops to be more cost effective. Additional parking is provided in clustered surface lots which could be developed for housing at a future date. Carports covered with photovoltaic panels can support the sustainable energy goals for Brown Ranch.

Entering Brown Ranch

Aerial view of Neighborhood A. A mix of roof forms and approaches to building layout provide a rich texture and pedestrian scale to the neighborhood.

e.24

TYPICAL BLOCK DIMENSIONS

Typical blocks consist of up to 20 parcels at proportions that create the compact and walkable character of Brown Ranch.

Typical blocks are 226' wide by 380' long, creating a walkable grid while allowing for the flexibility to combine parcels in multiple ways dependent on housing type. Each block contains a 24' wide alley for access, parking, and utilities, with a 5' snow clearing easement on the parcels on either side. Typical single parcels are 35' wide by 101' long, with corner parcels 45' wide and 101' long. Each block may contain a seasonal 10' wide mid-block pedestrian connector. Alleys may turn dependent on the block's adjacency to greenways and emergency vehicle access needs. See the "frontage" sheets for suggested setbacks for buildings from parcel lines.
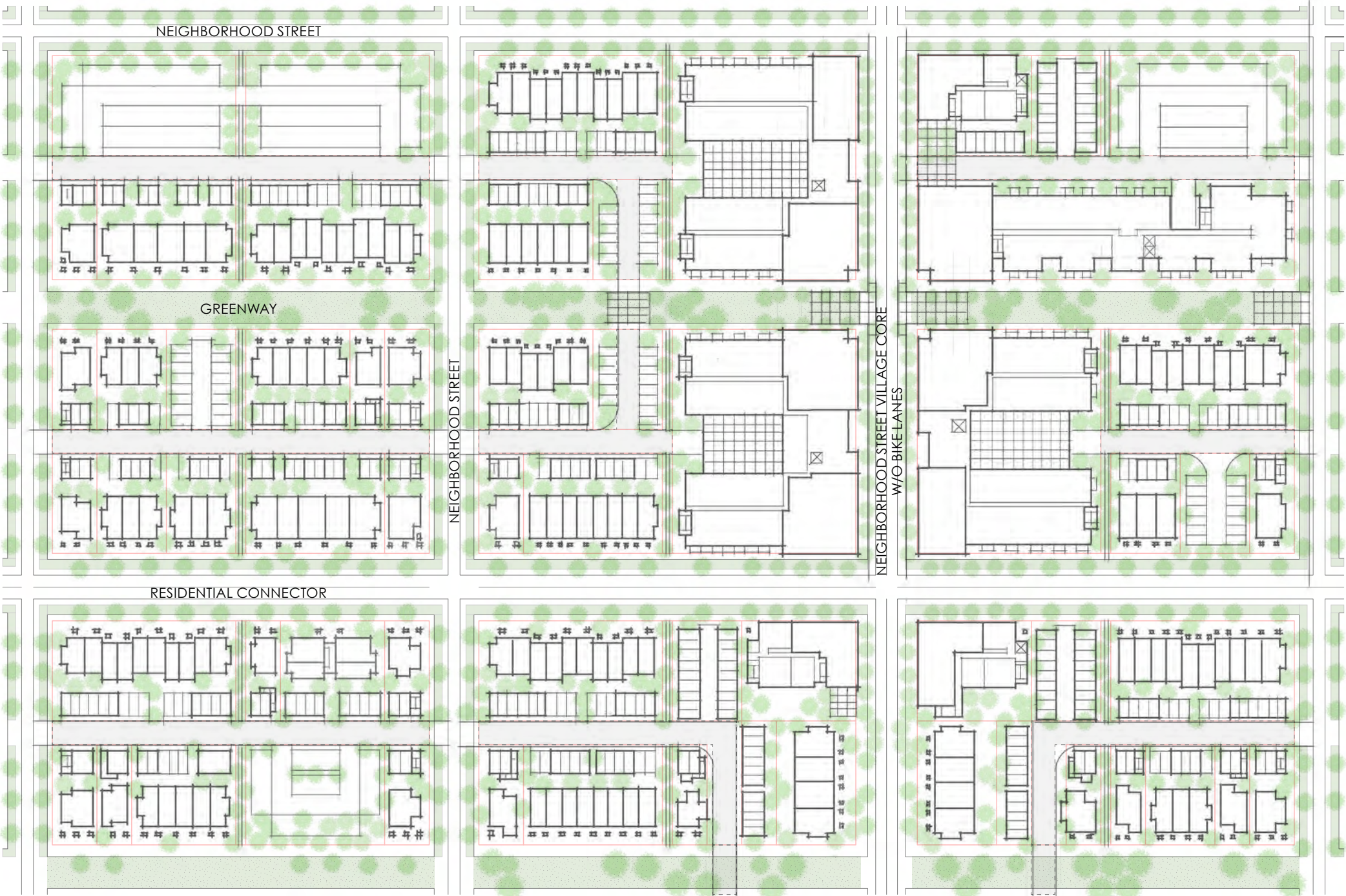
North-south oriented blocks maximize the solar PV potential of roofs, create more equitably-shaded streets throughout the seasons, and maximize the passive ventilation potential based on the region's prevailing wind directions.
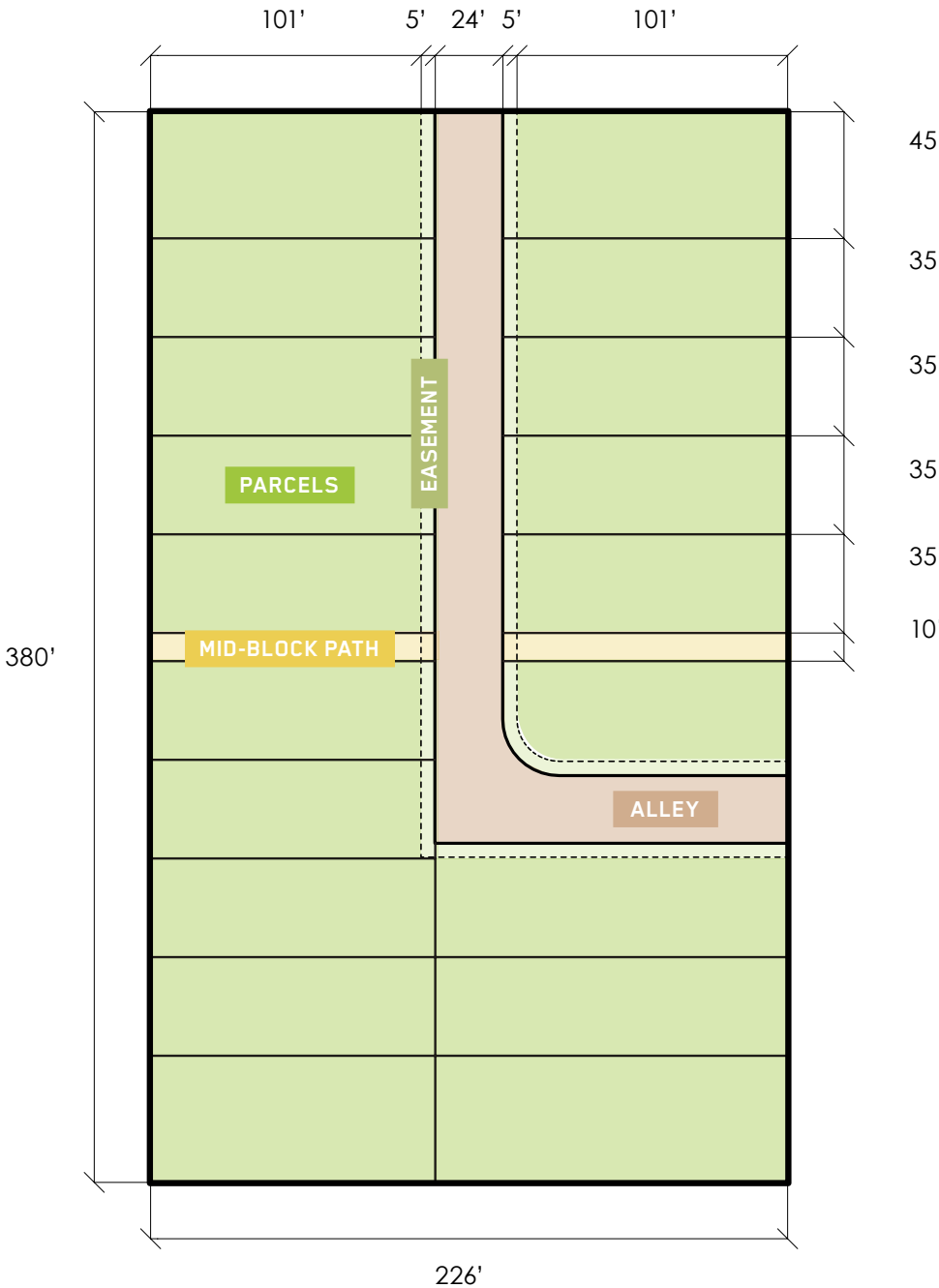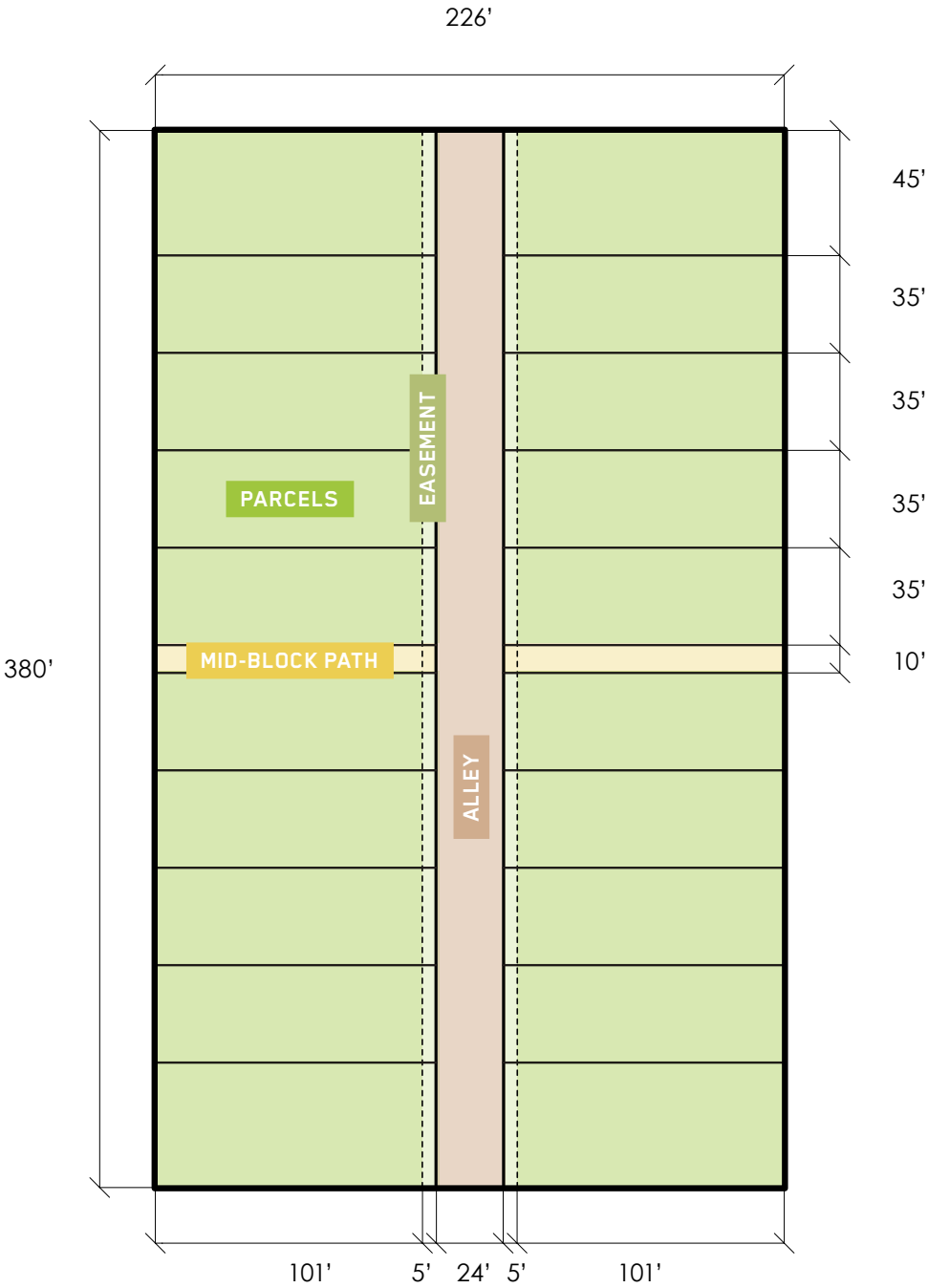
EXAMPLE BLOCKS: LINCOLN

Higher density mixed-typology blocks that contain a mix of single family attached, apartments, mixed-use townhouses, and flats.
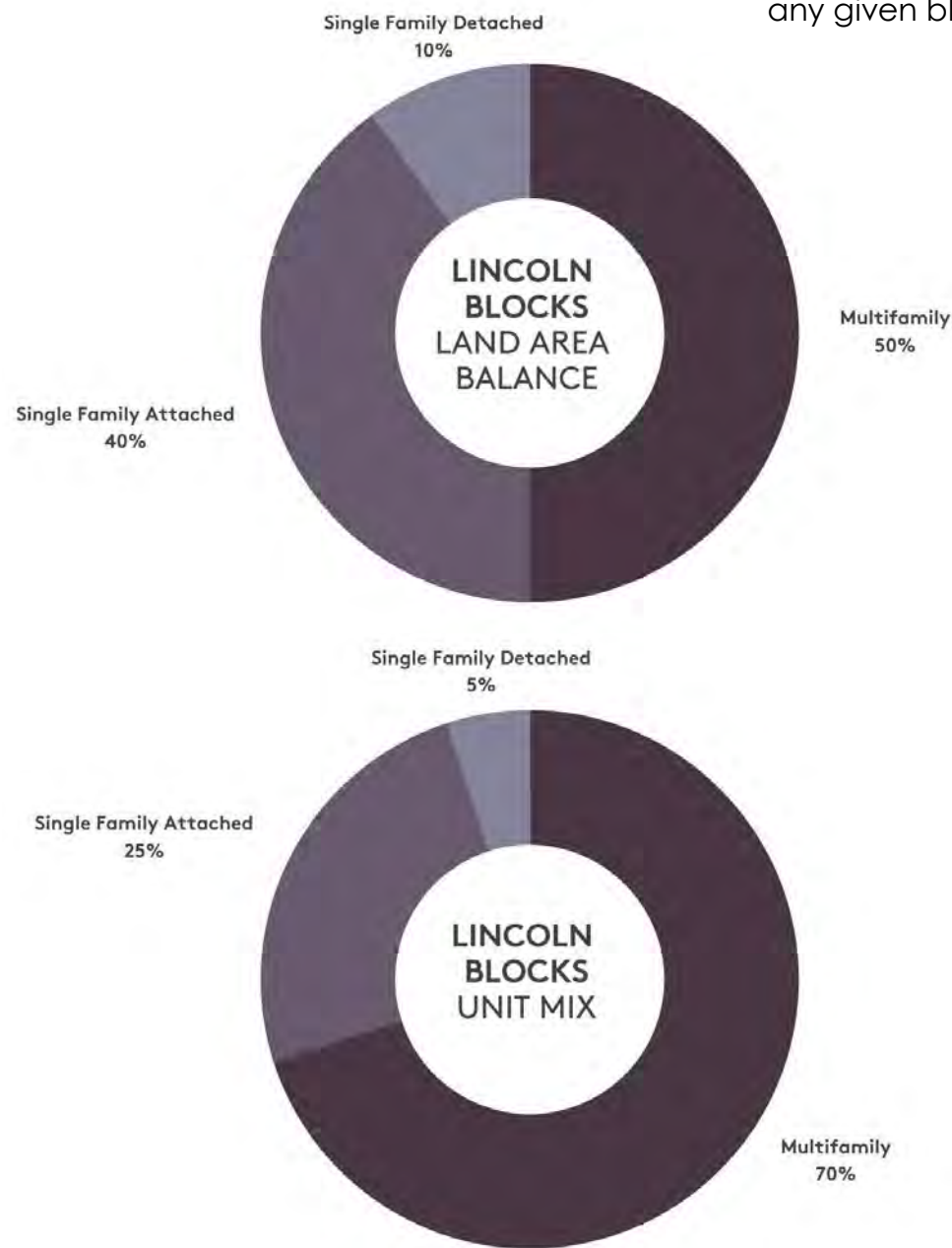
UNIT TYPES:	MIXED-USE ELEVATOR BUILDINGS WITH VILLAGE TOWNHOUSE STOOPS & FLATS, AND LIVE/WORK WALK UP FLATS SFA 2-3-STORY TOWNHOUSE
OPEN SPACE:	NEIGHBORHOOD PARKS PLAZAS PODIUM COURTYARDS SMALL YARDS (SFA & SFD)
PARKING:	1 SPACE PER UNIT IN STRUCTURED PARKING OR ALLEY GARAGE. AVERAGE 0.6 PER UNIT IN ADDITIONAL SURFACE LOTS MAJORITY OF COMMERCIAL IN STREET PARKING
NON-RESIDENTIAL:	DAYCARE IN MIXED-USE BLDG. RETAIL IN MIXED-USE BLDG. OFFICES IN MIXED-USE BLDG. STAND ALONE RETAIL
UNIT COUNT	60-120 UNITS PER BLOCK

NEIGHBORHOOD STREET

GREENWAY

NEIGHBORHOOD STREET

NEIGHBORHOOD STREET VILLAGE CORE W/O BIKE LANES

RESIDENTIAL CONNECTOR

e.26

Lincoln Blocks: Land Area & Unit Mix

A majority of the multifamily apartment buildings (or condo buildings when ownership) will be located in the Lincoln density blocks. 50% of the land area in the Lincoln density blocks is intended for for this building type. 40% of the land area is intended for single family attached units (rowhouses, fourplexes/ sixplexes, or townhomes arranged around a courtyard), and the remaining 10% could be reserved for single family homes with the option of accessory dwelling units above the garage. Surface parking will be required to accommodate additional parking, beyond 1 covered space per unit, to meet the average of 1.6 spaces per unit. Surface lots should be limited in size to no more than 40% of the land area dedicated to development parcels within any given block.

Single Family Detached
10%

Single Family Attached
40%

LINCOLN BLOCKS
LAND AREA
BALANCE

Multifamily
50%

Single Family Detached
5%

Single Family Attached
25%

LINCOLN BLOCKS
UNIT MIX

Multifamily
70%

EXAMPLE BLOCKS: OAK

Moderate density mixed-typology blocks that contain a mix of single family attached, single family detached, ADU's, and small to medium apartments, courtyard housing, and flats.
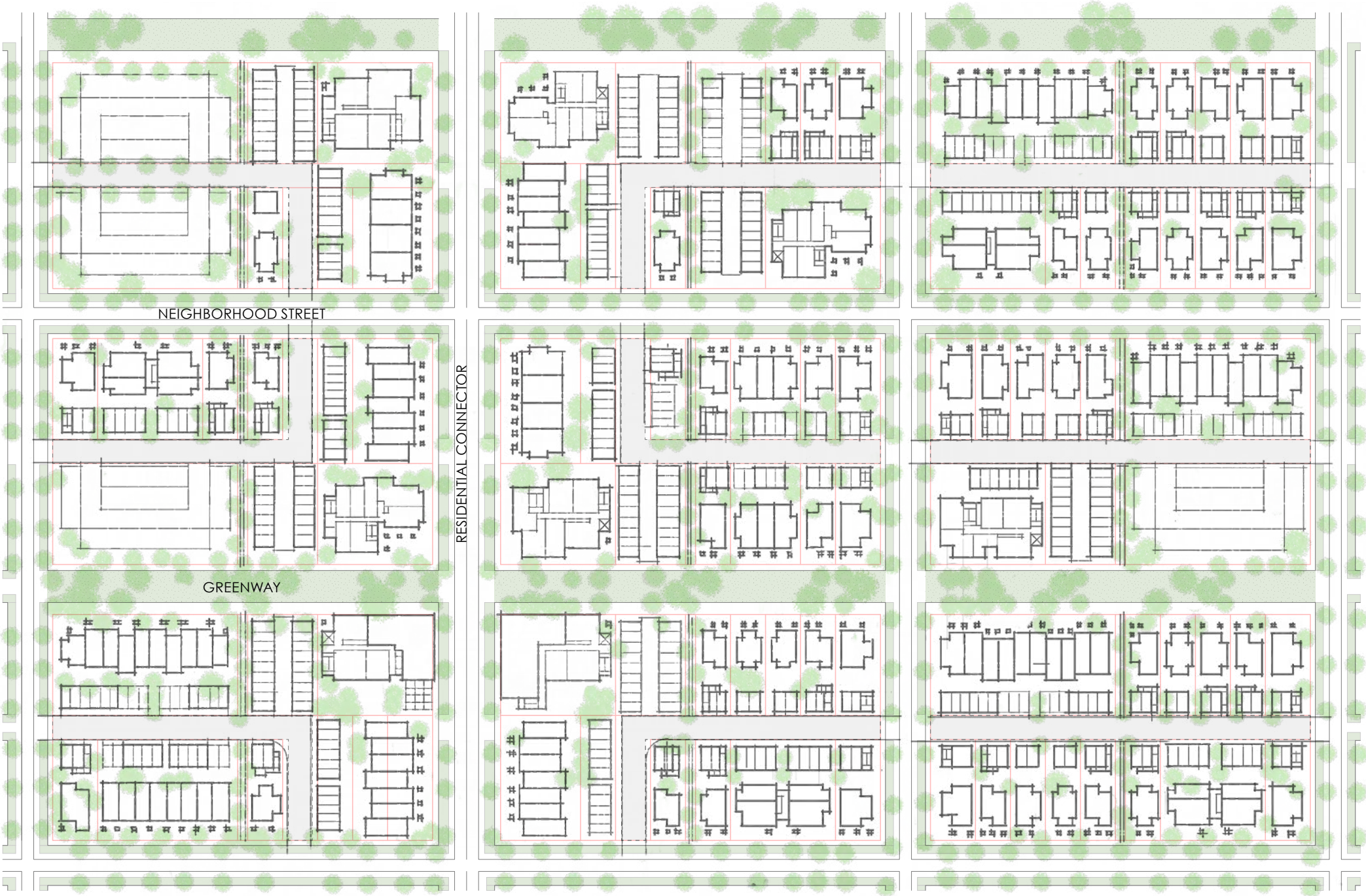
UNIT TYPES:	SFD WITH ADU OVER GARAGE
	SFA
	SMALL STACKED FLATS WALK-UPS
	SMALL ELEVATOR BUILDINGS

| OPEN SPACE: | POCKET PARK |
| | SMALL YARDS |

PARKING:	1:1 COVERED IN GARAGES
	0.6 SPACES/ UNIT ADDITIONAL IN
	SMALL SURFACE LOTS

| UNITS PER BLOCK: | 40-60 UNITS PER BLOCK |

NEIGHBORHOOD STREET

RESIDENTIAL CONNECTOR

GREENWAY

Oak Blocks: Land Area & Unit Mix

The land area in Oak blocks is intended to be divided almost equally between the three housing types (35% multi-family, 35% single family attached, and 30% single family detached). The housing types may be clustered or scattered, but all three types will be present on each block. The medium average density allows for more pocket parks in addition to small yards. Surface parking will be required to accommodate additional parking, beyond 1 covered space per unit, to meet the average of 1.6 spaces per unit. Surface lots should be limited in size to no more than 40% of the land area dedicated to development parcels within any given block.

Single Family Detached
30%

Multifamily
35%

**OAK BLOCKS
LAND AREA
BALANCE**

Single Family Attached
35%

Single Family Detached
15%

Single Family Attached
25%

**OAK BLOCKS
UNIT MIX**

Multifamily
60%
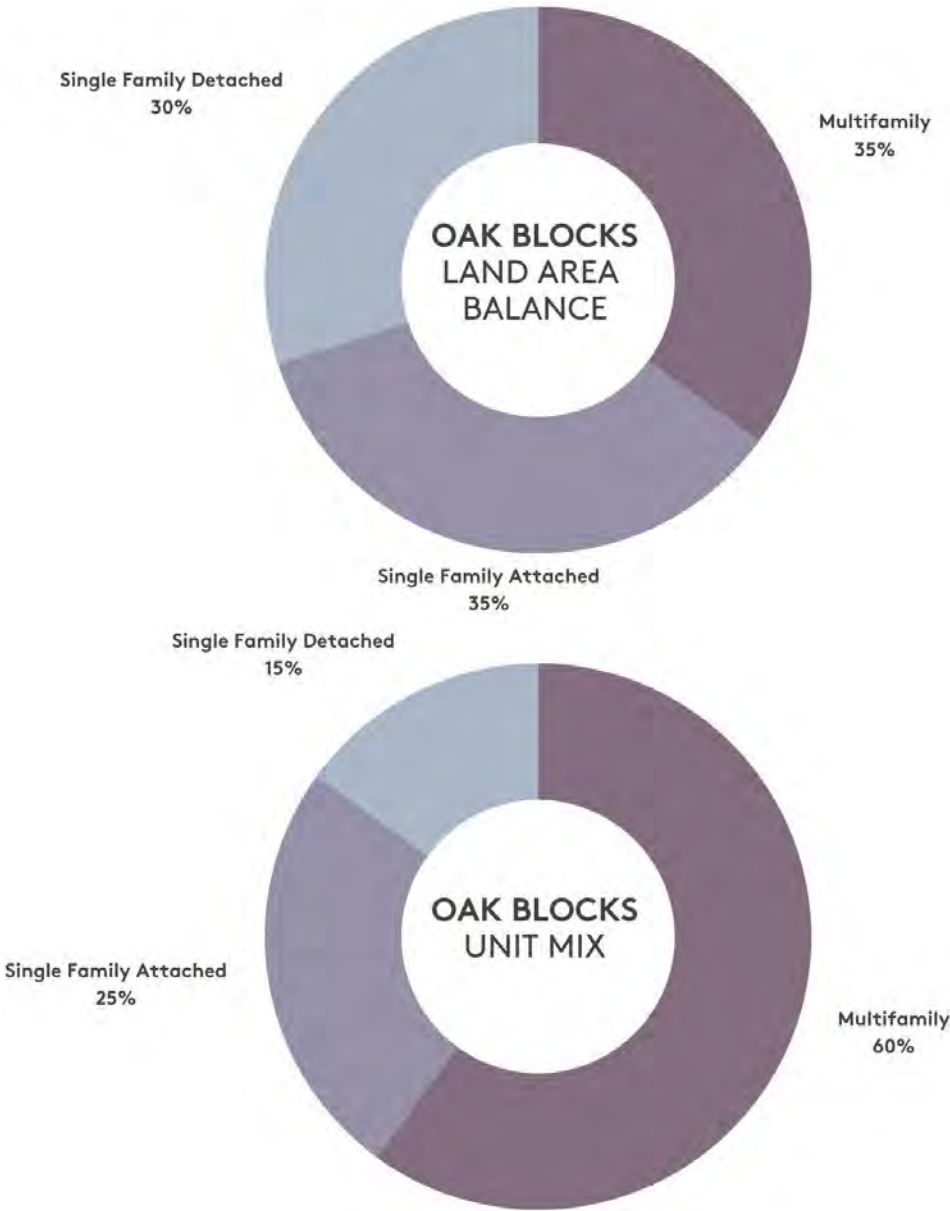
EXAMPLE BLOCKS: PINE

Lower density mixed-typology blocks that contain a mix of single family attached, single family detached, ADU's, and small to medium apartments, courtyard housing, and flats.

UNIT TYPES:
SFD WITH ADU OVER GARAGE
SFA
SMALL STACKED FLATS WALK-UPS
SMALL ELEVATOR BUILDINGS

OPEN SPACE:
POCKET PARK
SMALL YARDS

PARKING:
1:1 COVERED IN GARAGES
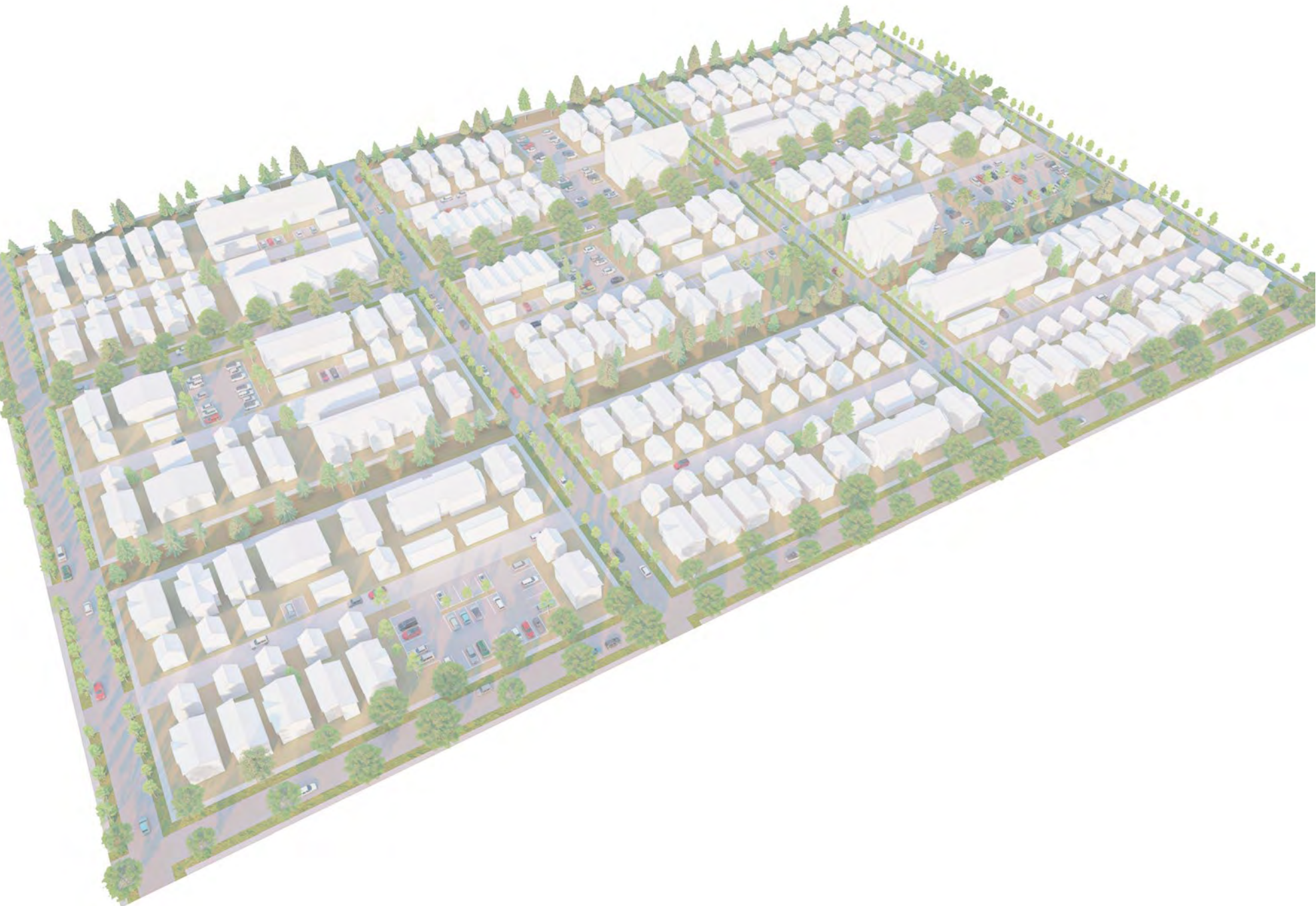0.6 SPACES/ UNIT ADDITIONAL IN
SMALL SURFACE LOTS

UNITS PER BLOCK:
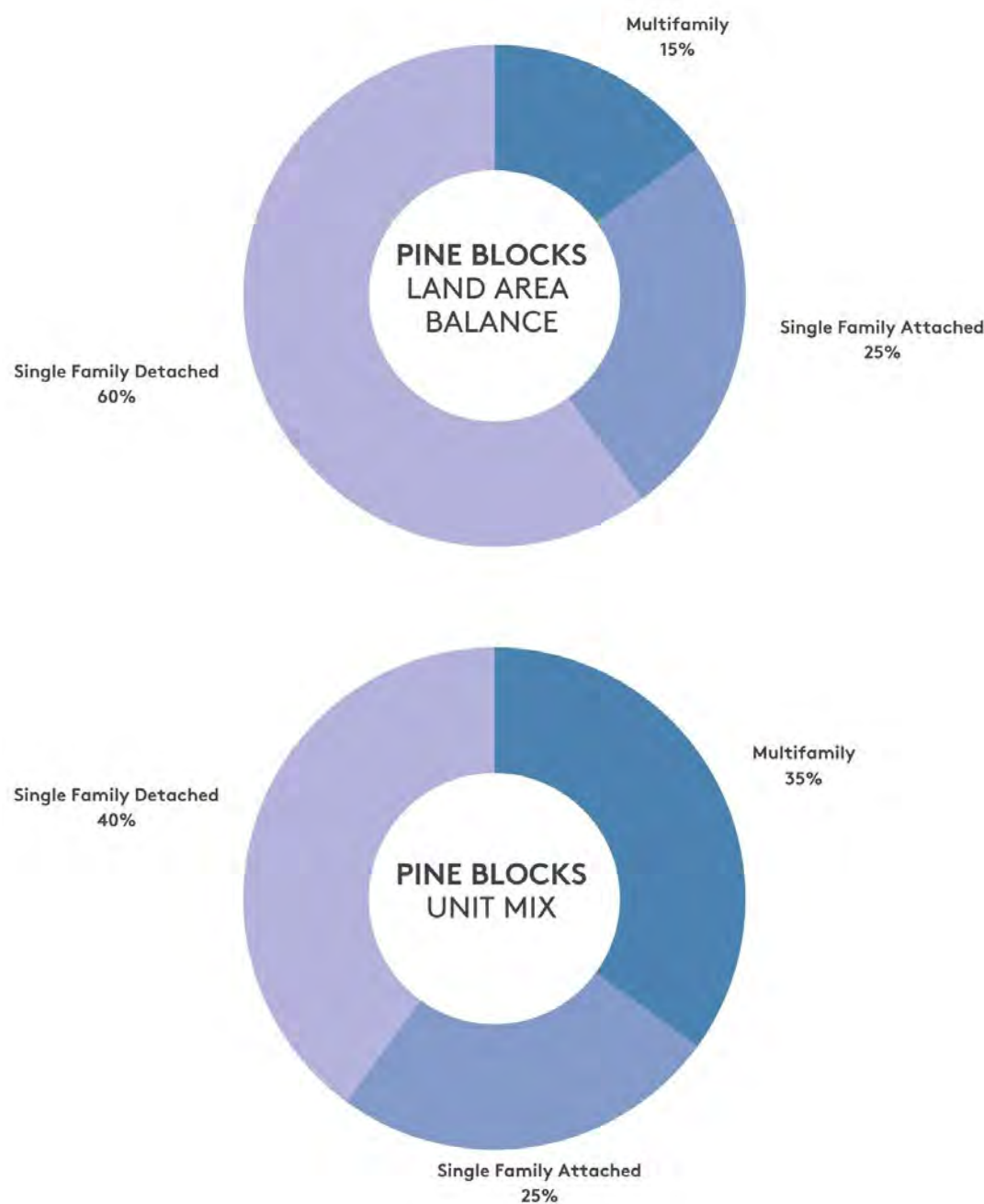20-40 UNITS PER BLOCK

NEIGHBORHOOD STREET

NEIGHBORHOOD STREET

GREENWAY

e.30

Pine Blocks: Land Area & Unit Mix

Single family detached homes will make up a majority of the land area in Pine blocks (60%). Approximately 25% of the block will be dedicated to single family attached homes and the remaining 15% may include smaller multi-family buildings with apartments or condos. Pocket parks, particularly adjacent to the multi-family buildings can be included in the block pattern. Any surface parking in these blocks to accommodate more than 1:1 parking should be clustered into small lots and make up no more than 25% of the total block area.

PINE BLOCKS LAND AREA BALANCE

Multifamily 15%

Single Family Attached 25%

Single Family Detached 60%

PINE BLOCKS UNIT MIX

Multifamily 35%

Single Family Attached 25%

Single Family Detached 40%

e.31

FIRE ACCESS EXAMPLES

The gridded network of streets, greenways, and alleys work together to create the necessary emergency access.

Within certain multifamily blocks, strategically-placed plazas, fire lanes, and surface lots with access lanes work as a system to meet the fire hose pull and access requirements. In general, alleys in the plan do not intersect the "Village Core" or "Residential Connector street types," nor is there continuous vehicular access to greenways. The plan at right illustrates examples of creating intentional access within these zones.

A Condition A illustrates typical alley-based emergency access, exiting on to the perpendicular street on either side. This condition is most prevalent where the north and south intersecting streets are the "Neighborhood Street" typology.

B Condition B illustrates a greenway access plaza, where hardscape is used to create emergency access deeper on to the side of a block that fronts a greenway and contains continuous multifamily buildings, in order to reach the required hose pulls.

C Condition C illustrates alley-based emergency access with a parking lot aisle turnaround zone.

D Condition D illustrates multi-block alley-based emergency access strategy with two turned, paired alleys that link via a fire lane crossing on the greenway.

LEGEND

EMERGENCY VEHICLE ACCESS:

HOSE PULL:
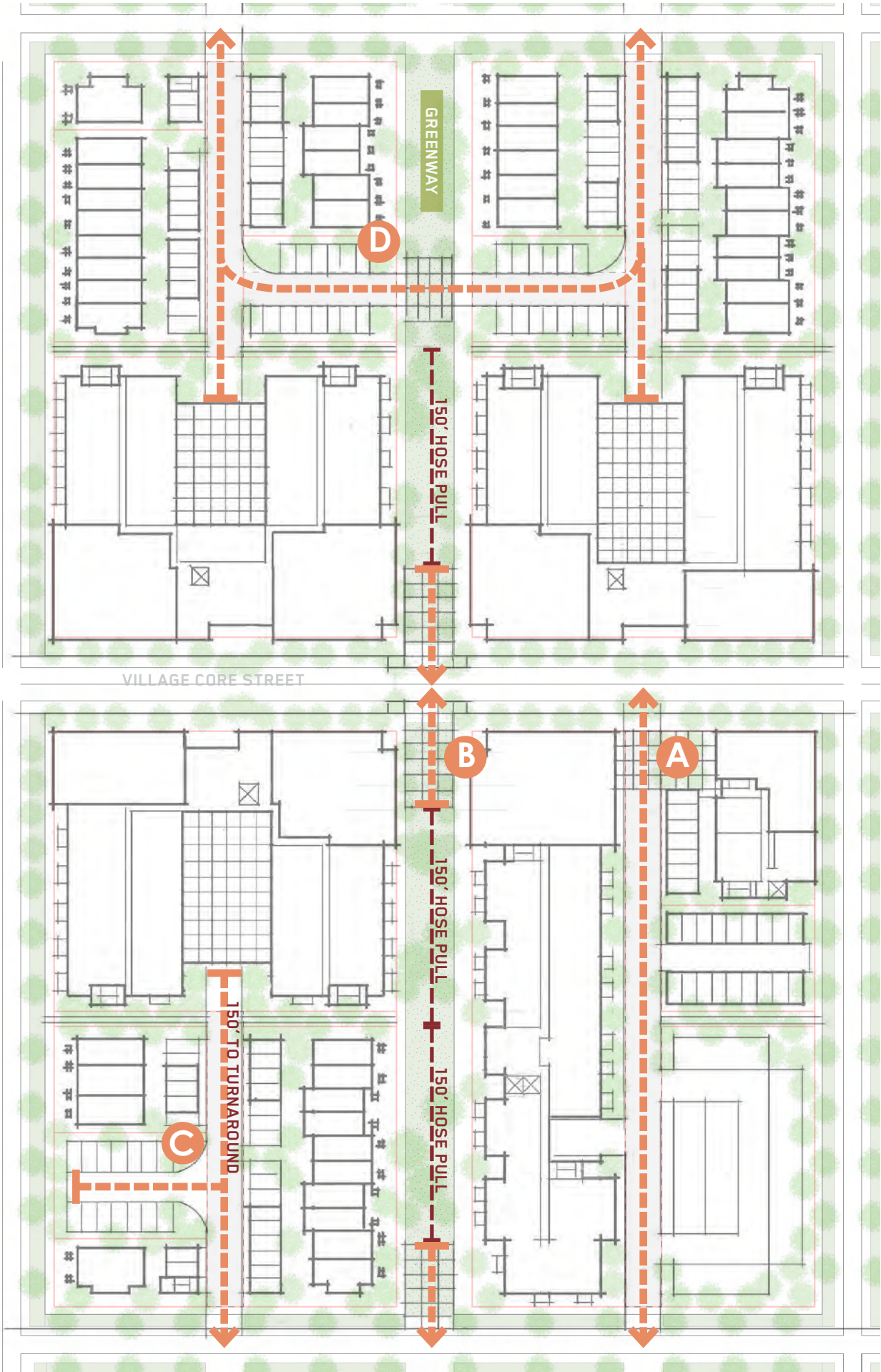
Section 2: General Plan of Development

b) Phasing Plan
    a. Neighborhood A is anticipated to be the first area developed
    b. It is anticipated that phasing will generally flow east to west
   c. Detailed phasing approach will be part of post annexation land use approval conversations

EXAMPLE PHASING

Detailed phasing will depend upon a range of factors, including development partners, funding, and site conditions.

The plan as shown distributes density and unit types flexibly throughout the site in order to accommodate a range of potential phasing strategies. The phasing strategy example shown illustrates one geographic approach that hits the basic number of units outlined per phase in the demand study and program. Detailed Phasing will be determined by YVHA upon further study.

	Total Units	Commercial / Community	Fire Station	School
Phase 1	1100-1200*	80,000 sf		
Phase 2	550-600*	40,000 sf	50,000 sf	
Phase 3	550-600*	50,000 sf		200,000 sf

*The total number of units from all three phases is not planned to exceed the current demand study's recommended 2264 units. Distribution of these units between phases may vary.

e.34
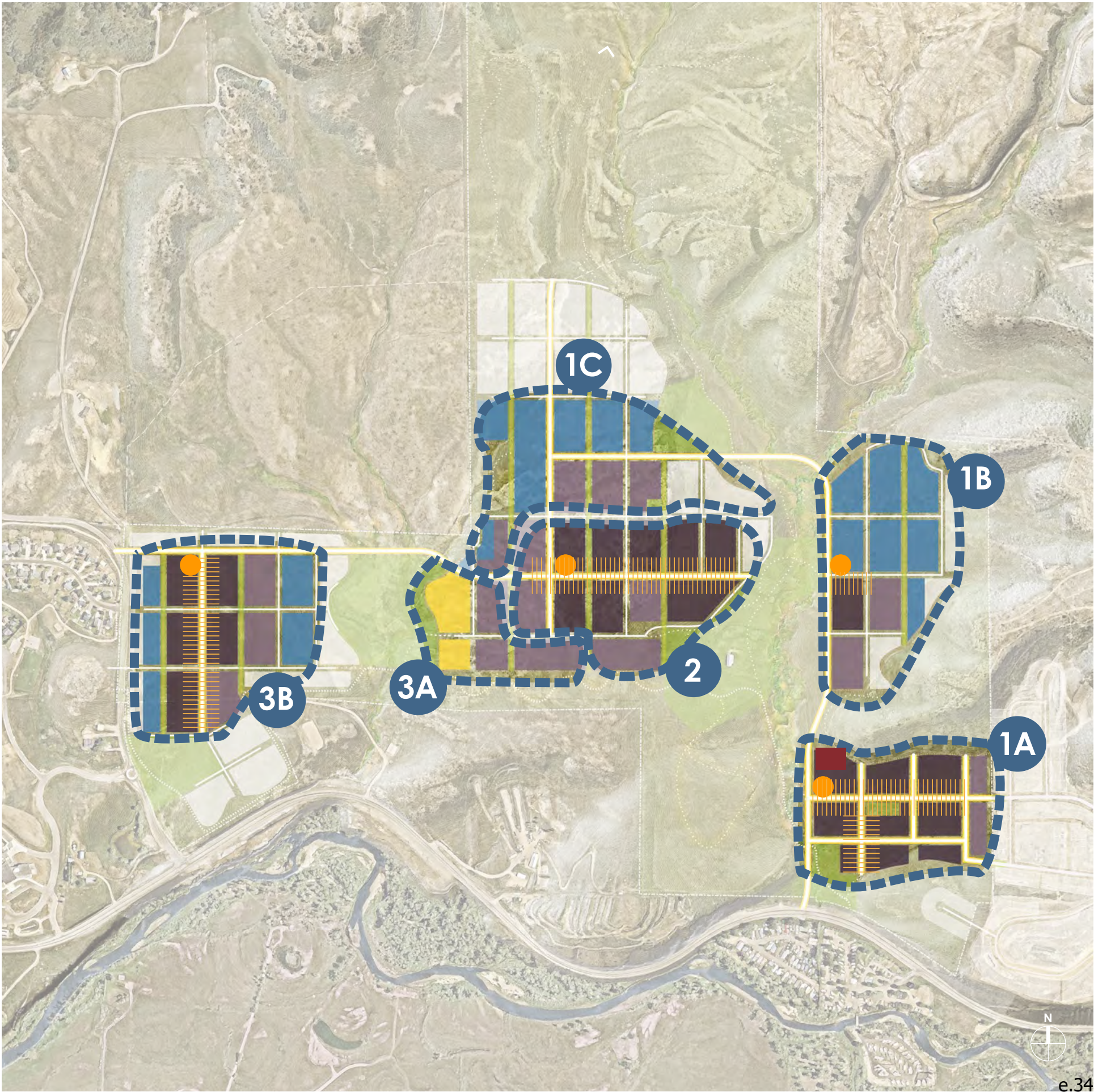
Section 2: General Plan of Development

c) Parks
   a. The site is designed to provide active park space, trails, open space, and other recreational amenities in accordance with the West Steamboat Springs Area Plan and the PROSTR Comprehensive Master Plan.

HOUSING CHOICES & COMMUNITY SPACES

The proposed housing choices and non-residential areas are designed to create a diverse, vibrant, walkable neighborhood that fulfills the housing, services and amenity needs of the Steamboat Springs community.

The consultant team developed the proposed program based on RCLCO's Housing Demand Study as well as the principles from Focus Team conversations.

The following factors identified in the Demand Study shaped the team's approach to the proposed program:

- There is a demand for 1,400 units on-site today, and a total 2,264 by 2040.

- There is significant interest in home ownership, but making Brown Ranch affordable and attainable to the workforce will rely in large part on affordable rental opportunities.

- The first phase should be large enough to offset initial infrastructure costs, but needs to fit within the constraints of current local treated water availability.

- There is currently enough demand to support a small commercial center in Phase I, including a small-format grocer and supporting retail. Future phases should be tied to demand created by Brown Ranch residents only.

- Commercial and community space within Brown Ranch are critical to meeting the larger goals of having a walkable neighborhood, fostering community, and reducing reliance on cars. They should be distributed throughout the site, with a "village core" at each neighborhood to ensure easy access to amenities and services for all residents.

Balancing housing and infrastructure costs, affordability targets and anticipated subsidy opportunities, the team is proposing a mix of housing types including multi-family apartment and condominium buildings of various sizes, single-family attached homes (SFA: townhouses, duplex/fourplex/sixplex, etc.) and some single family detached homes (SFD). While there was significant community interest in single-family homes, this housing type takes up the most land area, requires significant subsidy, and serves the least number of people. YVHA ultimately decided on a housing mix of 65.5% apartments and condominiums, 21.5% SFA, and 13% SFD.

RESIDENTIAL	PROGRAM		Phase 1	Phase 2	Phase 3	Total per type
			# UNITS			
	Multi-family	Rental	593	221	221	
		Condo	179	136	136	
		Sub-Total	**772**	**357**	**357**	**1486**
	Single Family Attached	Rental	126	46	46	
		Owner	104	81	81	
		Sub-Total	**230**	**127**	**127**	**484**
	Single Family Detached	Rental	28	11	10	
		Owner	94	76	75	
		Sub-Total	**122**	**87**	**85**	**294**
	Total by Phase		**1124**	**571**	**569**	**2264**

COMMERCIAL / COMMUNITY	PROGRAM	Building Type	Phase 1	Phase 2	Phase 3	Total per type
			Area in square feet			
	Grocery	Mixed Use	15,000			**15,000**
	Retail Space (coffee, restaurant, etc	Mixed Use	48,000	22,000	26,000	**96,000**
	Office Space/ Non-Profit Center	Mixed Use	10,000	8,000	10,000	**28,000**
	Childcare accepting CCAP	Mixed Use	5,000		5,000	**10,000**
	Fire Station	Free Standing		50,000		**50,000**
	K-8 School (site area)	Free Standing		200,000		**200,000**
	Unspecified Community Program	TBD		10,000	10,000	**20,000**
	Total by Phase		**78,000**	**290,000**	**51,000**	**419,000**

OPEN SPACE	PROGRAM	Uses	Phase 1	Phase 2	Phase 3	Total per type
			Area in acres			
	Community Park	Sports Fields	0	0	2.6	**2.6**
		Play Space	0.15	1	2	**3.15**
		Multi-use	0.1	6.1	0.2	**6.4**
		Natural		12.9	5.3	**18.2**
	Neighborhood Park	Play Space	0.85	0.6	1.8	**3.25**
		Multi-use	0.2	1.3	1.6	**3.1**
		Natural	1.7	3.8	3.4	**8.9**
	Mini Park		0.5	0	0	**0.5**
	Natural Open Space access		12.6	48.8	7.2	**68.6**
	Total Acres					**114.7**

OPEN SPACE
BROWN RANCH LANDSCAPE

NATURAL RIVERS, CREEKS, AND TRIBUTARIES HAVE SHAPED THE SITE'S TOPOGRAPHY INTO AN UNDULATING TERRAIN. THE SITE IS DEFINED BY HIGH POINTS, SUBTLE RIDGES, AND TWO PRIMARY DRAINAGES.

HILLSIDE LANDSCAPE

THE HILLSIDES TO THE EAST FORM A BACKDROP AND CREATE A SENSE OF ENCLOSURE TO THE FLAT LAND BELOW.

RIPARIAN CORRIDOR

SLATE CREEK RIPARIAN CORRIDOR CREATES AN ECOLOGICAL SPINE THROUGH THE SITE WITH A SENSE OF ENCLOSURE AND MOVEMENT ALONG THE CORRIDOR. THIS CORRIDOR HAS THE GREATEST AMOUNT OF ECOLOGICAL DIVERSITY ON THE SITE AND SEES SEASONAL WATER FLOWS.

VALLEY VIEW

HILLTOP PERCH

THE HILLTOP PERCH IS THE HIGHEST POINT ON THE SITE AND PROVIDES STUNNING 360 VIEWS WITHIN ROUTT COUNTY. THIS EXPOSED AREA OF THE SITE HAS PRIMARILY LOW GRASSES AND GROUNDCOVERS.

UPLAND OPEN SPACE

THE UNDULATING TOPOGRAPHY OF THE UPLAND OPEN SPACE TAKES ADVANTAGE OF THE DRAMATIC VIEWS TO STEAMBOAT RESORT AND SURROUNDING MOUNTAINS.

e.37

PARKS AND OPEN SPACE
GUIDING PRINCIPLES

ECOSYSTEM BALANCE

Restore and protect the most important ecological habitats.

• Provide vegetative buffers between habitat areas and developed areas.

• Consider seasonal closures of trails within open spaces to minimize disturbance and protect habitat areas and migration corridors.

• Retain natural habitat in open space to the greatest extent possible.

• Manage runoff to aid in restoration of riparian areas.

• Design dark sky and bird friendly environments by avoiding light pollution.

• Consider migration corridors on the north side of the site, if the Urban Growth Boundary changes in the future.

PARK FOR THE COMMUNITY

Enhance and increase access to parks and open spaces so that Brown Ranch residents can enjoy a variety of outdoor experiences as part of their everyday lives.

• Provide a variety of park programs and activities for people of all ages, abilities, and backgrounds.

• Integrate culture and art into the parks and public realm.

• Incorporate inclusive and adaptable elements into parks and trails for people with a range of physical, auditory, and visual abilities.

• Provide outdoor spaces that increase health, wellness and recreation opportunities.

• Consider permaculture and community gardens within community spaces.

• Provide activities within the parks for all seasons of the year.

ACCESS TO NATURE

Prioritize walkability and ensure safe and easy connections to parks and trails from every home within Brown Ranch.

• Ensure that all homes are within three blocks of a neighborhood green space.

• Prioritize convenient connections to the multimodal trail as the primary regional trail.

• Provide safe connections to secondary trails within Brown Ranch that link key destinations such as schools, retail, restaurants and parks.

• Clearly define trails for use within open space areas to minimize impact on the ecosystem.

• Streets, alleys and all public realm should prioritize people and be considered as part of the larger parks and open space system.

PARKS AND OPEN SPACE
GUIDING PRINCIPLES

LIVING INFRASTRUCTURE

Maximize opportunities to integrate stormwater features within the larger parks and open spaces.

- Utilize existing drainage corridors to incorporate stormwater detention.

- Incorporate stormwater quality strategies into street design, parks, and open spaces.

- Ensure that all features are thoughtfully designed and aesthetically pleasing.

- Minimize impervious surfaces.

- Where possible, create features that can serve dual purposes, such as stormwater detention within recreation fields.

WATER CONSERVATION

Minimize potable water use within landscape areas throughout Brown Ranch.

- Focus irrigation in common spaces that are highly utilized such as greenways, neighborhood parks, and community parks.

- Limit use of irrigated areas on private parcels.

- Use native and low-water use trees and plants.

- Consider reducing the frequency of plantings to limit water use.

- Minimize spray irrigation, and use drip irrigation to the greatest extent possible.

NATURE & COMMUNITY INTERFACE

Create strong connections and clear edges between the built form and open space areas.

- Create public edges along all open space and park areas.

- Provide a fire management buffer zone along development edges that integrates into the overall open space.

- Orient buildings to open space and park areas such that they create "eyes on the park" to help activate the space.

- Consider solar access, views, habitat and slopes when designing the interface between buildings and landscape to ensure comfortable outdoor spaces for the community.

LANDSCAPE CONCEPT

The landscape concept builds from the natural characteristics of the site to provide outdoor places for enjoyment, habitat, and various ecologies.

The landscape within Brown Ranch provides parks for recreation and activation, open spaces that retain the natural character of the land with a focus on wildlife and native plantings, and spaces for water collection and conveyance. The land with the steepest slopes, more challenging access, and wildlife migration areas have been reserved for open space. Parks are intentionally located within the neighborhoods to provide equitable and easy access for all. Greenways, which orient north-south, are designed for gathering and movement of people within the community to the trails. The east-west streets are designed to collect, treat, and convey stormwater to the natural site drainages.

LEGEND

- OPEN SPACE
- PARKS
- GREENWAYS
- STORMWATER CORRIDORS

URBAN GROWTH BOUNDARY

EXISTING BARN

SLATE CREEK

CO RD 42

HWY 40

YAMPA RIVER

e.40
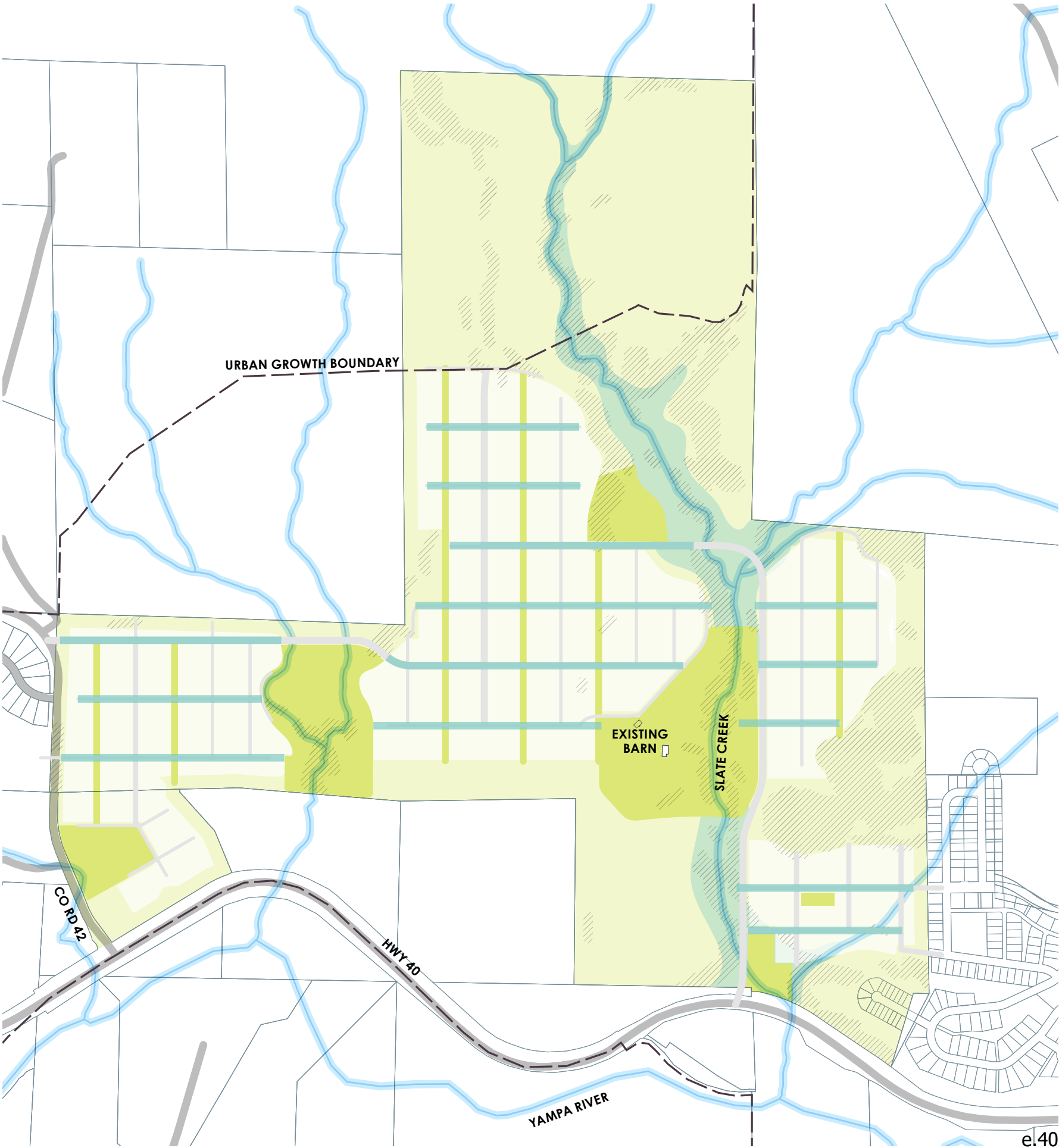
TRAIL NETWORK

A robust trail network provides connectivity within the community and beyond while also providing recreational opportunities and experiences for all ages and abilities.

The multimodal trail within Brown Ranch provides regional connectivity though the connection to the Core Trail along the Yampa. A new underpass will be built under Highway 40. Secondary trails are provided throughout the site with larger recreational loops within the open spaces, drainage corridors, and along the edges of the development areas. Tertiary trails are provided within parks themselves and are shown in greater conceptual detail in the community and neighborhood park typologies. Exact trail alignments should be studied in greater detail and confirmed during future design phases. Additionally, lookout points have been identified within the open space areas as places to pause, gather, and enjoy the views.

LEGEND

— MULTIMODAL TRAIL
— SECONDARY TRAILS
▇ PARKS
▢ OPEN SPACE
★ LOOKOUT POINT

LANDSCAPE TYPOLOGIES

Brown Ranch's variety of open spaces and parks is intended to create a rich and layered experience for the people living in the community while also protecting natural areas and minimizing impacts to the ecosystem.

The parks and open space system is characterized by a variety of spaces with differing levels of programming, water use, habitat, landscape, and activation. More natural open spaces prioritize wildlife, native plants, and no irrigation. Parks spaces are designed for greater use by the community and provide programming, activities, irrigation, and places for the community to gather.

OPEN SPACE

UPLAND OPEN SPACE

Open space with emphasis on wildlife habitats and ecology. Human access limited to trails and key points of gathering or significance. Human access may be seasonal.
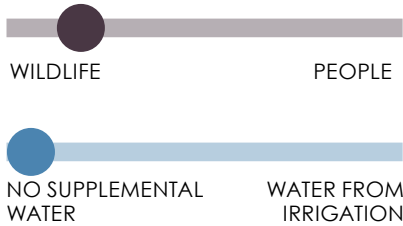
WILDLIFE — PEOPLE

NO SUPPLEMENTAL WATER — WATER FROM IRRIGATION
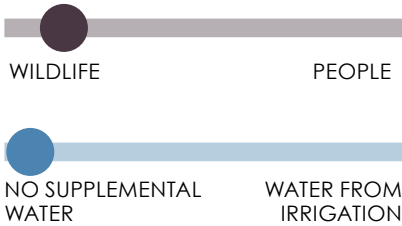
• Native trees & plants
• Wildlife
• Ecological zones

RIPARIAN CORRIDOR

Landscape with focus on riparian ecology and limits human access to designated trails and gathering areas.

WILDLIFE — PEOPLE

NO SUPPLEMENTAL WATER — WATER FROM IRRIGATION

• Native trees & plants
• Wildlife
• Water quality and infiltration, stormwater detention

FIRE RESISTENT EDGE

Landscape managed to support fire suppression tactics while providing a publicly oriented edge for connectivity within the community.

WILDLIFE — PEOPLE

NO SUPPLEMENTAL WATER — WATER FROM IRRIGATION
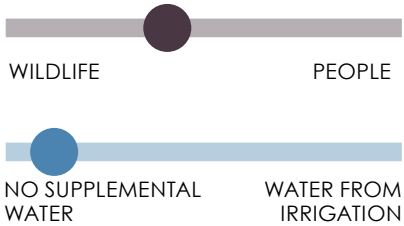
• Native trees & plants
• Wildlife
• Firebreak edges such as trail, woonerf or road

PARKS & PUBLIC REALM

COMMUNITY PARKS
RECREATION AND ACTIVITY NODES

Large parks designed to serve recreation needs, provide community activities and programs, address stormwater, and enhance the landscape with native and low water use plants.

WILDLIFE —————————— PEOPLE

NO SUPPLEMENTAL WATER ———————— WATER FROM IRRIGATION

- Recreational areas
- Playgrounds
- Trails and paths
- Community event space
- Picnic and gathering
- Native trees and plants
- Water quality and infiltration
- Stormwater detention

NEIGHBORHOOD PARKS
GATHERING AND PLAY NODES

Parks designed for play and community gathering with greater amounts of manicured landscape.

WILDLIFE —————————— PEOPLE

NO SUPPLEMENTAL WATER ———————— WATER FROM IRRIGATION
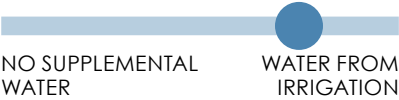
- Flexible recreational areas
- Playgrounds
- Seasonal activities
- Picnic and gathering
- Community gardens
- Low-water use trees and plants

GREENWAYS & PLAZAS
SOCIAL CENTERS FOR GATHERING

Small green spaces designed for social activities, play, and smaller gatherings.

WILDLIFE —————————— PEOPLE

NO SUPPLEMENTAL WATER ———————— WATER FROM IRRIGATION
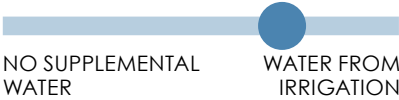
- Flexible multi-use lawn
- Playgrounds
- Trails and paths
- Picnic and gathering
- Community gardens
- Low-water use trees and plants

STREETSCAPE
LIFE WITHIN THE PUBLIC REALM

Streets designed to function as places to walk and meet neighbors.

WILDLIFE —————————— PEOPLE

NO SUPPLEMENTAL WATER ———————— WATER FROM IRRIGATION

- Water quality and infiltration
- Low-water use trees and plants

PRIVATE LANDSCAPE
RESIDENTIAL LIFE

Spaces designed for private and semi-private gathering.

WILDLIFE —————————— PEOPLE

NO SUPPLEMENTAL WATER ———————— WATER FROM IRRIGATION

- Low-water use trees and plants

LANDSCAPE TYPOLOGY FRAMEWORK

The landscape framework utilizes natural drainages and ridges to create an interconnected network of parks and open space that integrates with future development areas.

The multimodal trail runs along the southern edge of the property to minimize street crossings acting as a green corridor to move people and provide an open space buffer to the uses south of the property. The hillside landscape punctuates the eastern edge of the property forming small neighborhoods. Larger community parks integrate into the drainage corridors connecting people to the trail systems that run along the drainages. Neighborhood parks, plazas, and greenways provide active spaces that are nearby every resident in Brown Ranch.

LEGEND

— MULTIMODAL TRAIL
— SECONDARY TRAILS
▦ UPLAND OPEN SPACE
▦ RIPARIAN LANDSCAPE
▦ FIRE RESILIENT EDGES (EXACT LOCATIONS TO BE DETERMINED WITH FURTHER ANALYSIS)
▦ COMMUNITY PARK & NEIGHBORHOOD PARK
▦ GREENWAY & PLAZA
— STREETSCAPE
▢ PRIVATE PARCELS

URBAN GROWTH BOUNDARY

EXISTING BARN

SLATE CREEK

CO RD 42

HWY 40

YAMPA RIVER

e.44
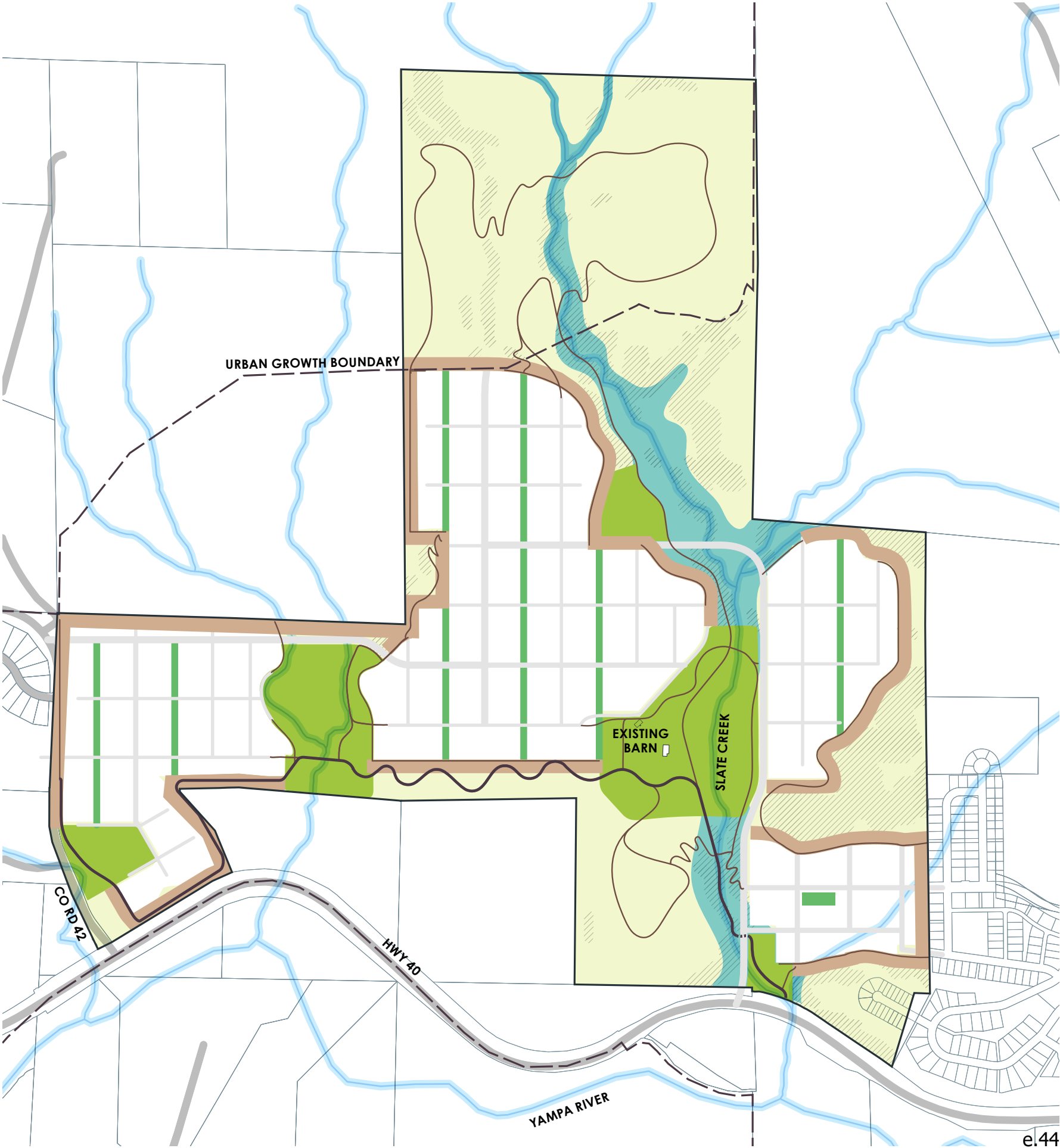
COMMUNITY PARK CONCEPT IDEAS

The following concept ideas were developed to test the size and potential uses within each park. Further design and engagement will be needed to confirm the park design concepts.

Slate Creek Community Park

Slate Creek Community Park is a large community park that connects the community to Slate Creek with the existing log barn as a central element set in its current ranch landscape. Park uses are family-oriented with playgrounds, gardens, and space for gatherings. Cultural programs and activities could be organized within the park.

POTENTIAL PROGRAMS:
ENTRY PLAZA & EVENT SPACE
DESTINATION PLAYGROUND
AMPHITHEATER LAWN FOR EVENTS
STAGE AREA
NATIVE PLANT EDUCATIONAL GARDEN
DESTINATION DOG PARK
PICNIC & GATHERING AREAS
NATURE PLAY

Recreation Park

Recreation Park is a large activity-focused community park. The natural drainages become exploratory elements within the park, although modifications will need to be made to incorporate these uses. Active uses flank the eastern edge, possibly located near the school.
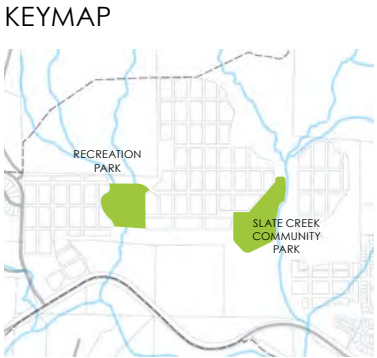
POTENTIAL PROGRAMS:
U11 SOCCER FIELDS X 2
SKATE PARK
FLEXIBLE COURT AREA
BIKE PROGRESSION COURSE
GATHERING AREAS
NATURE PLAY

KEYMAP

NEIGHBORHOOD PARK
CONCEPT IDEAS

The following concept ideas were developed to test the size and potential uses within each park. Further design and engagement will be needed to confirm the park design concepts.

Sleeping Giant Park

This park serves as the terminus to the commercial corridor in west Brown Ranch. Small event, gatherings, play, flexible turf space, and connections to the multimodal trail could be provided. This neighborhood park serves the western portion of the community.

POTENTIAL PROGRAMS:
GATHERING AREA
PLAYGROUND
FLEXIBLE TURF SPACE
DOG PARK

Hillside Park

Hillside Park is a recreation-focused neighborhood park situated to take advantage of natural slopes for sledding and winter activities. Courts and gathering space could activate the park during other times of the year.

POTENTIAL PROGRAMS:
PICNIC & GATHERING AREAS
SLEDDING HILL
MULTISPORT COURTS

Brown Ranch Park

The Brown Ranch Park is a community-oriented entry park along Highway 40. The intent is to provide a larger park within Phase 1A and also provide a park for the Sleepy Bear Mobile Home Park community. Located along the multimodal trail, the space provides a place to stop whether your destination is Town Center or traveling along the multimodal trail.

POTENTIAL PROGRAMS:
PICNIC & GATHERING AREAS
PLAYGROUND
FLEXIBLE TURF AREA

KEYMAP

e.46

Section 2: General Plan of Development

d) Wildfire mitigation
   a. Increasing Wildfire Resilience at Brown Ranch prepared by Community Wildfire Planning Center
      i. https://brownranchsteamboat.org/2022/11/04/brown-ranch-community-development-plan-2022/
      ii. Developed with input from Chief Cerasoli and Emergency Manager DeMorat
      iii. To be incorporated into Brown Ranch Health Equity, Sustainability and Resiliency Guidebook.

Key Strategies for Incorporating Wildfire Resilience into Brown Ranch Development

Increase setbacks to a minimum of 100' between peripheral structures and parcel boundary to allow vegetation management

Provide multi-modal perimeter trail that supports a Type 3 engine for emergency access and fire protection

Increase setbacks where slopes, riparian areas, or other features require greater distances

Incorporate building and landscaping standards consistent with recognized guidance for Home Ignition Zone

Identify potential areas that can serve as public assembly areas, resilience hubs, or shelters if evacuation is not possible

Manage and maintain open space areas to reduce hazardous vegetation

e.48

Section 2: General Plan of Development

e) Public Infrastructure Plan provided by YVHA
   a. Water, wastewater, stormwater, multi-modal transportation, Fire Station
   b. Construction costs
   c. Phasing (Section 1)
   d. Maintenance
   e. Onsite v offsite (offsite cost shares)
   f. Exactions/Land Dedications (Section 5)

YVHA plans to build the on-site infrastructure necessary to serve the homes and non-residential uses in conformance with each utilities design standards for acceptance of public infrastructure. Ongoing maintenance would be provided by each utility.

Off-site infrastructure will be built in collaboration with appropriate utility and/or agency with the use of STR tax funds.

Section 2: General Plan of Development

f) Private Infrastructure Plan provided by YVHA
   a. Cable, telecoms, wireless, gas, electricity

YVHA plans to build the on-site infrastructure necessary to serve the homes and non-residential uses in conformance with each utilities design standards for acceptance of public infrastructure.
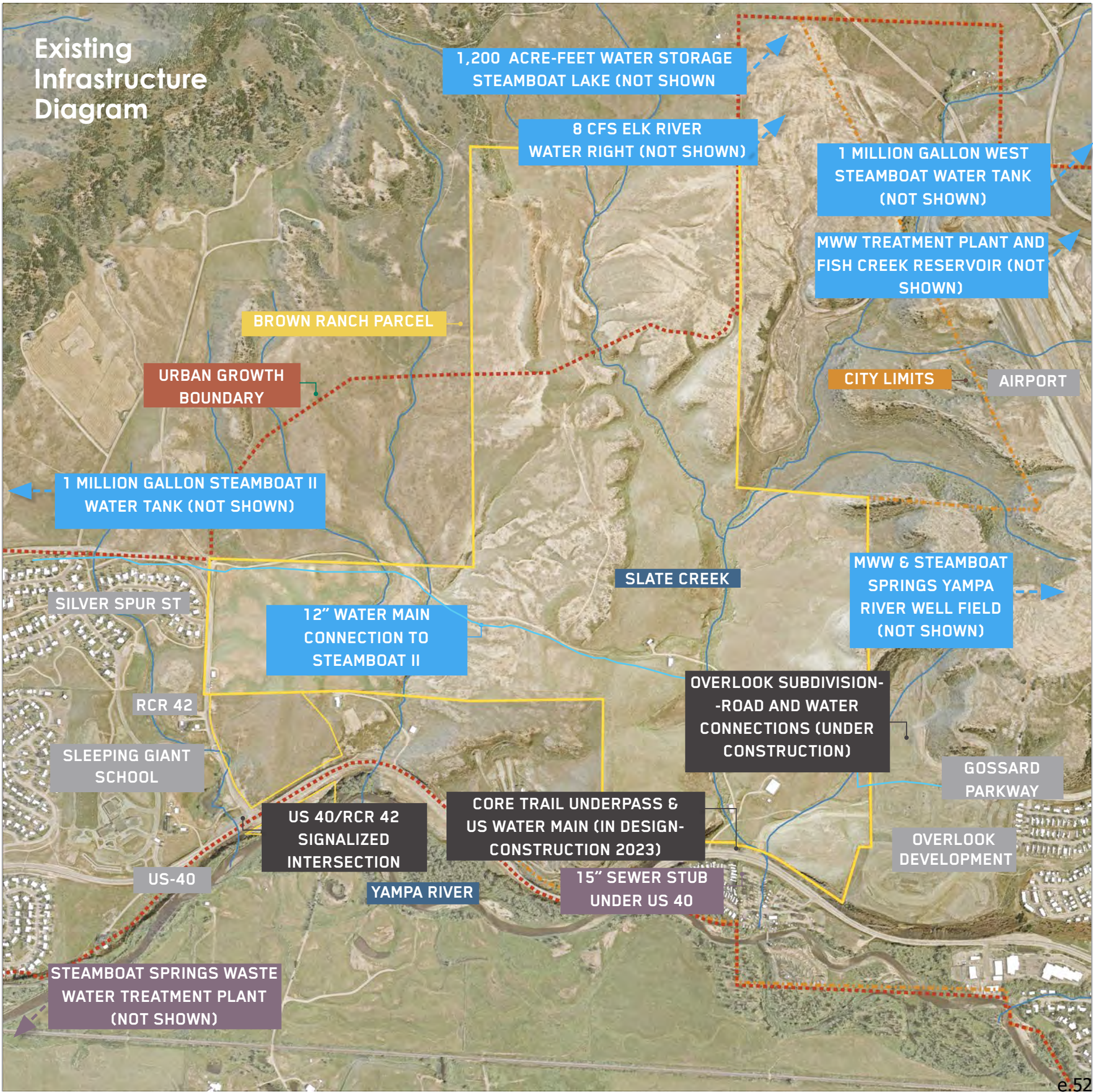
THE DETAILS: INFRASTRUCTURE

INFRASTRUCTURE SUMMARY

Growth at Brown Ranch and throughout Steamboat Springs will be capped by the City's and local utility providers' ability to provide the necessary infrastructure to support housing development and associated services.

While utility infrastructure on the Brown Ranch site is limited, the City has been planning for growth in West Steamboat for several years and several projects are in the planning stages to support this growth.

Infrastructure also includes roadways, trails, grading and natural site drainage. The proposed project works within the existing topography and natural drainage pathways wherever possible to minimize grading and infrastructure costs.

Existing Infrastructure Diagram

1,200 ACRE-FEET WATER STORAGE STEAMBOAT LAKE (NOT SHOWN

8 CFS ELK RIVER WATER RIGHT (NOT SHOWN)

1 MILLION GALLON WEST STEAMBOAT WATER TANK (NOT SHOWN)

MWW TREATMENT PLANT AND FISH CREEK RESERVOIR (NOT SHOWN)

BROWN RANCH PARCEL

URBAN GROWTH BOUNDARY

CITY LIMITS

AIRPORT

1 MILLION GALLON STEAMBOAT II WATER TANK (NOT SHOWN)

MWW & STEAMBOAT SPRINGS YAMPA RIVER WELL FIELD (NOT SHOWN)

SLATE CREEK

SILVER SPUR ST

12" WATER MAIN CONNECTION TO STEAMBOAT II

RCR 42

OVERLOOK SUBDIVISION-ROAD AND WATER CONNECTIONS (UNDER CONSTRUCTION)

GOSSARD PARKWAY

SLEEPING GIANT SCHOOL

OVERLOOK DEVELOPMENT

CORE TRAIL UNDERPASS & US WATER MAIN (IN DESIGN-CONSTRUCTION 2023)

US 40/RCR 42 SIGNALIZED INTERSECTION

US-40

YAMPA RIVER

15" SEWER STUB UNDER US 40

STEAMBOAT SPRINGS WASTE WATER TREATMENT PLANT (NOT SHOWN)

e.52

WATER SUPPLY

The City of Steamboat Springs currently has enough water available to support Phase I development at Brown Ranch. Construction of the Elk River Water Treatment Plant will be required to serve Phases II & III.

WATER SUMMARY

The water supply that will serve Brown Ranch will be provided by the City of Steamboat Springs' (City) municipal water system. The City's water supplies originate from direct flow and storage sources located in the Fish Creek watershed and from shallow alluvial wells adjacent to the Yampa River. The annexation of Brown Ranch into Steamboat Springs will allow for use of the City water.

WATER SUPPLY MASTER PLAN

In 2019, the City of Steamboat Springs (City) and the Mount Werner Water & Sanitation District (District) retained Applegate Group to update their Water Supply Master Plan. Based upon this study, the municipal system has the capacity to serve Brown Ranch absent any abnormal stress on the water system. Examples of what the City considers to be an abnormal stress include: unforeseen environmental changes due to climate change, a forest fire

within the Fish Creek watershed or a Colorado River Compact Call. Key findings of the 2019 water study include:

- The reliable water supply available to the City and District for municipal water use totals 9,800 acre-feet/year (7,800 AF from the Fish Creek system + 2,000 AF from multiple Yampa River Wells).
- Currently, the City/District's combined municipal **diversions total approximately 2,650 acre-feet/year** serving a total population of 12,700 residents.
- The above findings indicate that **existing water demands represent 33.9% of the total Fish Creek reliable supply** (2,650 AF/yr. demand / 7,800 AF/yr. firm supply).

BROWN RANCH WATER NEEDS

According to the Public Works Department at the City of Steamboat Springs, the City and District's current water distribution and supply can provide sufficient water supplies to serve up to **800 equivalent residential units (EQR)** of new development within the region coincident with the proposed Brown Ranch development. Anything beyond 800 EQR will require construction of the Elk River Water Treatment Plant. The City has an eight cubic square feet (cfs) water right on the Elk River, and storage rights of 1,200 acre-feet at Steamboat Lake.

The City defines the water use associated with one equivalent residential unit (EQR) of development as the amount of water necessary to serve a single-family home, up to 2,500 s.f. with three bedrooms and an "average size" yard. Using conservative engineering assumptions, one EQR of development would require approximately 0.49 AF/yr. of water. Assumptions include:

- Average of 3.5 persons/residence utilizing 100 gallons of water per capita per day (gpcpd).

- 2,500 sq. ft. of lawn irrigation consumes 1.43 AF of water per year. Assuming an irrigation efficiency of 85%, each acre of irrigation requires 1.68 AF of diverted supply.

The proposed building program assumes a range of housing types and sizes of homes that use less water than a 2500 sf single family home, use less irrigation, and have an average of 2.5 persons per household. Therefore, the number of homes that could be served with 800 EQR using the City's standard assumptions is significant;y more than 800, and could be as much as 1300.

WATER EFFICIENCY ADJUSTMENTS

Water conservation measures designed to reduce in-house consumption and irrigated

acreage will allow for a larger number of homes to be served using the same amount of water that the City has determined can be available for Brown Ranch. Possible conservation measures are listed on the next page. LRE Water, the technical consultant for the project responsible for evaluating the water nees and availability, developed a water calculation tool to understand how the proposed program for Brown Ranch aligns with the available water, assuming water efficiency measures in place. The tool assumes that the annual water supply available to Brown Ranch is 390.9 AF/year (800 EQR x 0.49 AF/EQR/yr.). This tool will inform future conversations with the City.

NEXT STEPS

The current conditions tied to water availability are favorable for Phase I development at Brown Ranch, and later phases can be supported through infrastructure improvements that are planned for the community, regardless of Brown Ranch. Understanding that water availability could change in the coming years due to worsening drought conditions or policy decisions tied to the Colordao river, YVHA is committed to working with the City in the coming years to ensure to align between development at Brown Ranch and the City's water policies.

WATER DISTRIBUTION

The City of Steamboat Springs is already underway with several infrastructure projects that will facilitate water distribution at Brown Ranch. Thoughtful planning of water distribution and use is critical to sustainability at Brown Ranch.

OFF SITE IMPROVEMENTS

Prior to the construction of Brown Ranch, several distribution improvements are required, including:

- Completion of construction of the West Steamboat Water Tank. Brown Ranch will rely on this tank for water supply. The City is currently in process with this work.

- Completion of construction of the 12-inch water main in US 40 right-of-way to the Brown Ranch. The City is currently in the design phase for this water main extension. This main must be operational for Brown Ranch to start construction.

- Completion of construction of a looped water main from Gossard Parkway to West End Village. The Overlook subdivision is in the process of constructing this line. This connection is required for water distribution at Brown Ranch to provide redundancy and thus reliability.

- Elk River Water Treatment Plant beyond 800 EQR.

DISTRIBUTION STRATEGIES

The Brown Ranch on-site water distribution will include water mains, fire hydrants, pressure boosting pumps and pressure reducing valves. The size, phasing and cost of the on-site distribution will be determined in a subsequent scope of work. However, the following strategies are suggested:

- Grid Network: The water mains will be located within the street network to allow for ongoing access, as is typical. Using a traditional street grid (as opposed to cul-de-sacs and winding roads) will allow for water distribution efficiency and cost savings.

- Adaptive reuse of water: A grey-water or non-potable irrigation system that reduces demand will come with additional infrastructure costs, but should be considered. The water supply challenge in the mountain west will only continue to grow, and building in capacity for a reuse system from the start will be more cost effective than trying to build it in later.

- Valve and metering to allow for two-way flow to the Steamboat II Metro District and full use of the one million gallon water tank located in Steamboat II.

SUSTAINABILITY

Regardless of the current water availability, water conservation strategies are recommended for the Brown Ranch as follows:

- Low-flow fixtures should be used in all building construction.

- Loop-systems should be used to reduce the time it takes for hot water available, and therefore the amount of water wasted when waiting for hot water.

- Adaptive reuse of water should be considered.

- Irrigation should be reserved for common areas, including street trees and parks. Little to no irrigation should be provided/ allowed for private landscapes.

- Drought tolerant native and adaptive landscapes should be required.

INFRASTRUCTURE:
SEWER

The existing sewer treatment plant has sufficient capacity to support Phase 1A development, and possibly all of Phase I at Brown Ranch. Expansion of the plant may be required for later phases of development.

SEWER TREATMENT

The City of Steamboat Springs will provide sewer treatment for Brown Ranch and can expand the existing sewer treatment plant to handle development at Brown Ranch. The pace of development at Brown Ranch will inform the City's expansion plans. The City anticipates that expansion will be paid for via "Plant Investment Fees" collected at the time of building permit.

The current treatment plant is operating at approximately 70% of capacity. Design of an expansion is required once the plant starts operating at 80% of capacity.

The City anticipates that the treatment plant can handle another 3,680 EQR's before they need to start construction on an expansion. For reference, the City's average annual increase over the period 2006 through 2017 is 59 EQR's per year. Over this same period, the Mount Werner Water and Sewer District averaged an increase of 98 EQR's per year. Both plants combined total 157 EQR's /year.

An existing 15" sewer main through the KOA parcel and under US 40 will service the east basin of Brown Ranch.

Service to the west basin of Brown Ranch requires coordination and cooperation with the Steamboat II Metro District or lift station to pump sewage to the east basin of Brown Ranch.

The City anticipates that expansion will be paid for via "Plant Investment Fees" (aka Tap Fees) collected at the time of building permit. Plant Investment Fees are calculated based on the number of plumbing fixtures and typically

range from $10,000-$20,000 per unit.

A grey water system (for individual buildings or community based) that reduces loading on the treatment plant is also a possibility, but will come with additional plumbing and/or infrastructure costs.

SEWER COLLECTION

Brown Ranch will be required to construct all on-site collection infrastructure—including mains, manholes, and lift stations. The scope, phasing, size, and cost of the on-site collection system is dependent on the physical footprint of the proposed development.

OVERLOOK SUBDIVISION SEWER MAIN

The Overlook Subdivision has a sewer easement across the Brown Ranch connecting Emerson Trail to US 40. Overlook is required to construct a sewer main in this easement to service their project.
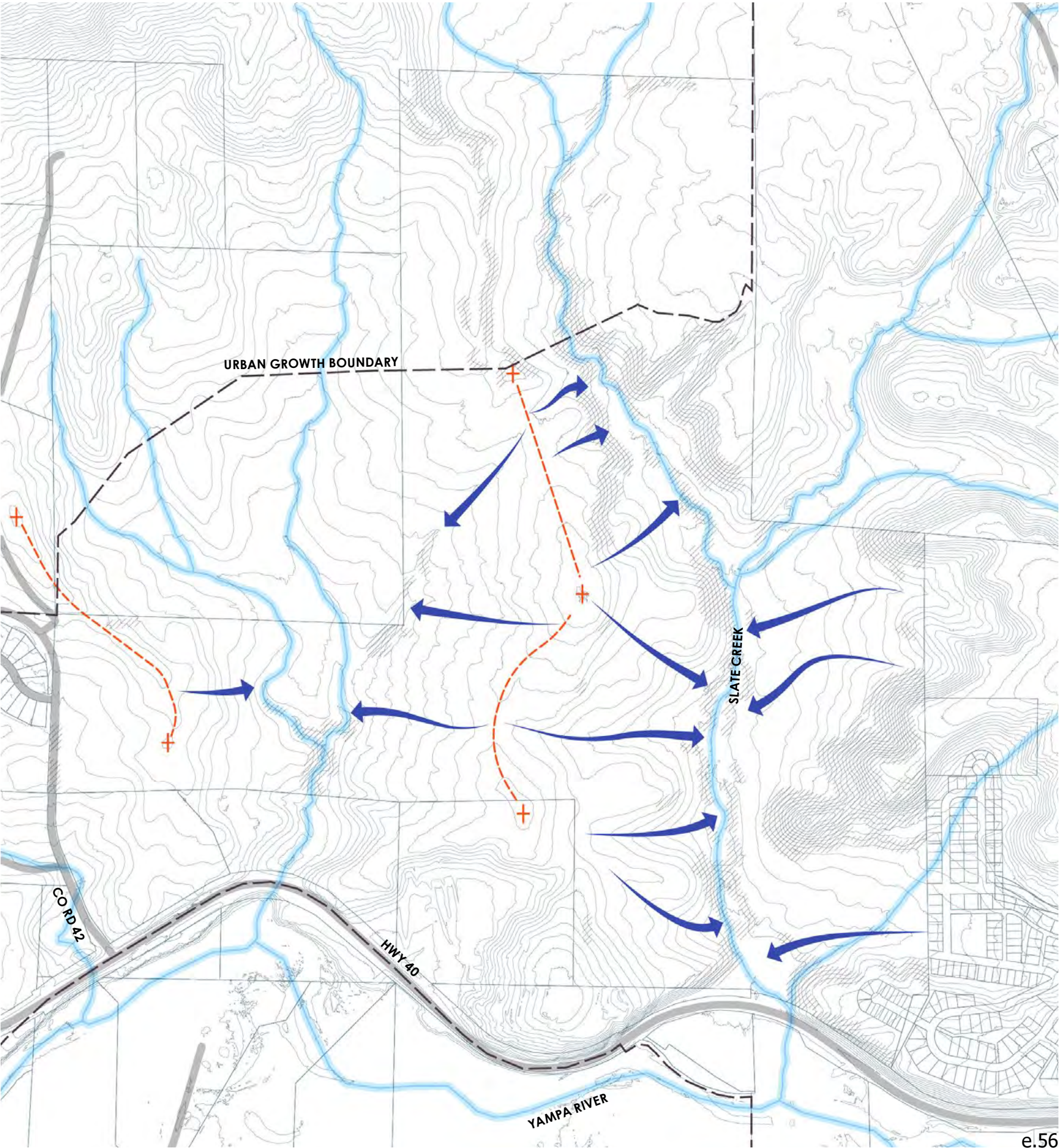
SITE NATURAL DRAINAGE

The spatial qualities and natural characteristics of a site shape the design of parks and open spaces through the consideration of the natural drainage, views, ridges, and other unique site features.

Brown Ranch has two drainage features, one on the west side of the site and one on the east which is known as Slate Creek. Between the drainages is a ridge line providing spectacular views in all directions. The drainage corridors inform major open space areas and will continue to serve as water conveyance.

LEGEND

→ DRAINAGE
✛ HIGH POINT
–– RIDGE

URBAN GROWTH BOUNDARY

SLATE CREEK

CO RD 42

HWY 40

YAMPA RIVER

e.56

DRAINAGE

The overall drainage and stormwater approach for Brown Ranch is focused on regional water quality and detention.

Large detention areas are strategically located within open space and natural drainage corridors. Water quality is handled throughout the site, including within swales along the east-west streets and at key discharge points. This regional approach requires an early investment in drainage infrastructure but provides the benefit of development flexibility for each block. Additionally, improvements to the Slate Creek drainage corridor and the western drainage area will be essential in incorporating areas for detention while improving these areas for people, recreation, and open space.

LEGEND

- ● DETENTION (10.0 ACRES OF AREA SHOWN)
- � COMBINED DETENTION & WATER QUALITY (2.0 ACRES OF AREA SHOWN)
- ● WATER QUALITY AREAS (APPROX. 5.0 ACRES OF AREA SHOWN)
- ═ WATER QUALITY IN STREETS
- — DRAINAGE CONNECTION
- ● PARK

TOTAL ESTIMATED DETENTION VOLUME REQUIRED: 30 ACRE FEET

TOTAL ESTIMATED WATER QUALITY VOLUME REQUIRED: 9 ACRE FEET

URBAN GROWTH BOUNDARY

STATE CREEK

EXISTING BARN

CO RD 42

HWY 40

YAMPA RIVER
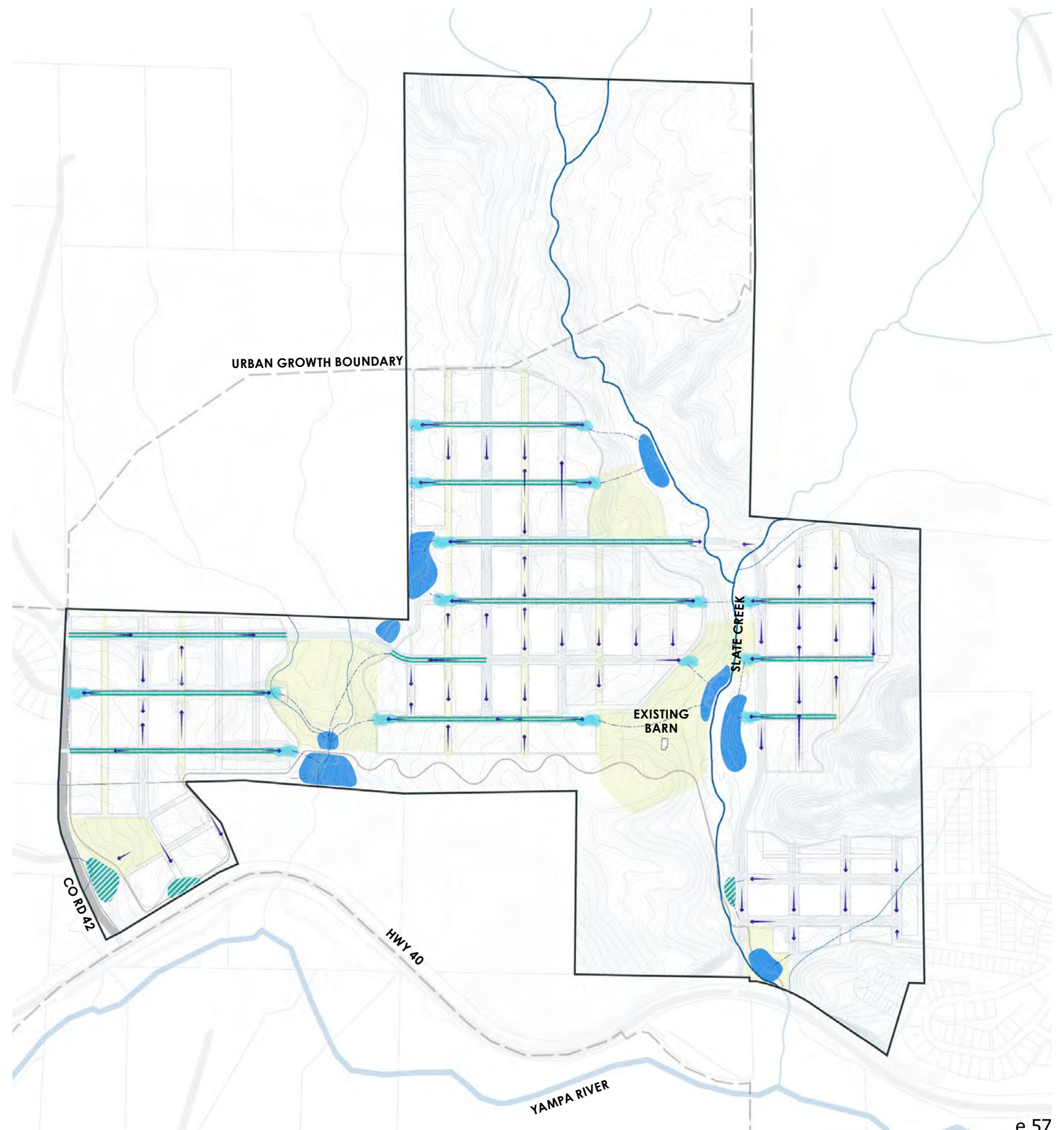
INFRASTRUCTURE:
ENERGY SUMMARY

The Brown Ranch has an opportunity to serve as a model for sustainable energy in mountain towns. While natural gas and grid-connected electricity are the conventional energy options, other options will be considered to maximize the sustainability potential.

BROWN RANCH ENERGY MASTER PLAN

For many years, natural gas was the prefered energy source throughout the country. It was more efficient than electricity and significantly more cost effective in most areas. However, gas is a non-renewable resource. In the past 15 years, there has been a shift towards electricity as a primary energy source due to its sustainability potential. Renewable energy sources such as solar and wind power can feed electrical grids. The energy industry is slowly transitioning towards all-electric models, but the fee structures are still very much in flux. Due to the dynamic nature of the current energy market, Brown Ranch is engaging a 3rd party energy consultant to help find the right balance between initial cost, lifecycle cost, sustainability, resilience, and health equity. The consultant will provide analysis and recommendations to create an Energy Master Plan for Brown Ranch. YVHA anticipates that the Master Plan will be available by the end of 2022.

ELECTRICITY PROVIDER

YVEA is a member-owned electric cooperative serving nearly 27,000 customers over a 7,000 square mile service territory, including all of Steamboat Springs. Approximately 95% of YVEA's energy comes from Xcel, with the remainder from the Western Area Power Administration (a federal power marketing agency). Colorado law requires that 80% of Xcel's power be derived from renewable sources by 2030. Xcel's internal goal is to provide its customers with electricity derived from 85% renewable sources by 2030 and 100% by 2050.

YVEA has limited existing capacity to service Brown Ranch and a significant infrastructure investment is required prior to development. The project would require expansion of the Airport Substation on the east side of RCR 129. Additionally, construction of multiple feeder lines from the Airport Substation to Brown Ranch are required.

YVEA requires that the developer pay for required on-site infrastructure improvements. Brown Ranch's required contribution for offsite infrastructure improvements is unknown at this time and will have to be agreed upon with YVEA.

GAS PROVIDER

Atmos Energy Corporation provides natural gas distribution in the Steamboat Springs area and would service Brown Ranch if gas is provided. Atmos is supplied by an Xcel Energy high pressure gas line that delivers gas from wells located in the Piceance Creek Basin west of Hwy. 13 between Meeker and Rifle. Atmos has limited current distribution capacity to service Brown Ranch and a significant infrastructure investment is required prior to development, if it is decided that gas should be provided to the site. The project would require an additional connection to Atmos' meter station on the south side of US 40 at Heritage Park. From there, construction of a distribution main to Brown Ranch and redundant distribution connections to Steamboat II and the Overlook Subdivision are required.

NON-TRADITIONAL SOURCES

In addition to ATMOS Energy and YVEA, there maybe an opportunity for a non-traditional energy source or combination of sources to power Brown Ranch. These non-traditional energy sources could include some combination of the following:

- Micro Grid with on-site solar production and battery storage.
- Geothermal energy loop
- Wood or Biomass
- Demand Response/ Interactive grid (such as vehicle to grid technologies)

Some of these options are currently restricted by Xcel/ YVEA contracts.

SUSTAINABILITY

In addition to considering non-traditional sources for energy supply, it is recommended that the Brown Ranch utilize the following strategies to reduce energy consumption:

- Require high performance building envelopes to meet standards similar to Passive House.
- Peak Load Management: Reducing electricity usage during Peak Time Events (blocks of time, two or three hours typically, when the forecasted need for electricity is higher than usual).
- Smart Hub meters to help users identify behaviors that trigger high energy usage.

OFF-SITE INFRASTRUCTURE:
ANTICIPATED LEAD TIME

Brown Ranch requires a series of collaborative, off-site infrastructure upgrades involving the City of Steamboat Springs, the Colorado Department of Transportation (CDOT), and Yampa Valley Electric Association (YVEA) that will benefit the Steamboat Springs community at large.

As part of the annexation petition process, YVHA is already in conversation with the City of Steamboat Springs about water and sewer service to the site and required improvements. The City's existing water and sewer infrastructure can support Brown Ranch Phase I of 1,400 homes (800 EQRs),. In addition, the City of Steamboat Springs long term plan is to expand its water supply to include the Elk River, supplementing the current sources of Fish Creek and the Yampa River. With this third additional water resource, the City and YVHA can work together through the annexation process to ensure that there is enough water for Phase II and III of the Brown Ranch.

The Colorado Department of Transportation has already indicated the need to add more lanes and intersection improvements to

TRAFFIC IMPROVEMENTS ON HIGHWAY 40
Three year window from CDOT
Pre-work | Design | Construction?

ELECTRICITY CAPACITY INCREASE
Expanding Airport Substation *(time/threshold TBD)*
Materials Lead Time | Implementation
Getting Transmission to Site (HWY 40 preferred)

EXPANDED WASTEWATER TREATMENT PLANT
City will start design when plant hits 80% capacity

NEW WATER SOURCE
If you start now, new water source coming online takes **7 years**
Pre-work | Design | Construction
Needed prior to Phase 2

2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034

Highway 40 with or without the Brown Ranch in its Documented Categorical Exclusion West of Steamboat Springs US Highway 40 prepared by Jacobs Engineering in 2010.

Electrical capacity in West Steamboat is nearly at its limit and YVHA is already in discussion with the YVEA about expanding capacity at the airport substation and providing service to the site.

The diagram above shows a conceptual example of the lead times anticipated with some of these primary off-site improvements.
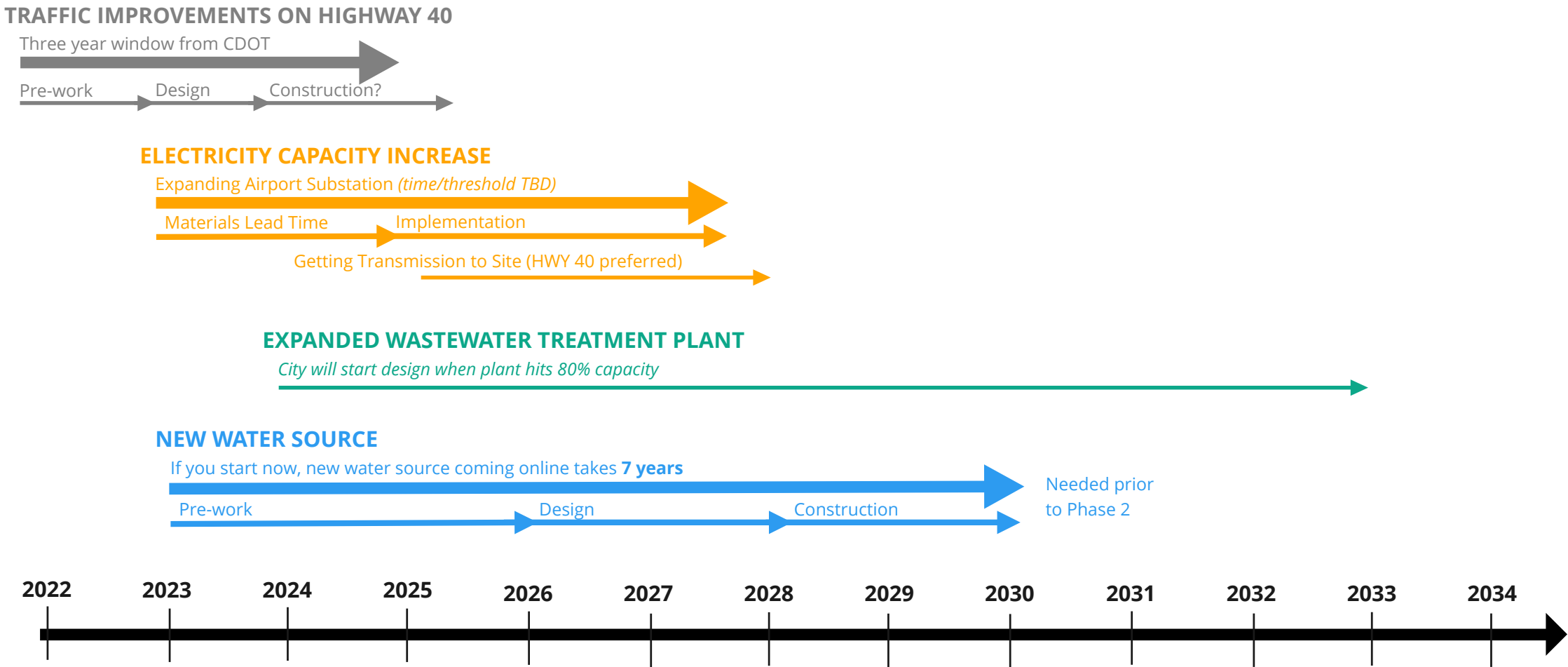
[00:00:00] Speaker 1: Right?

[00:00:01] Speaker 2: No, I live up on Fish Creek.

[00:00:04] Speaker 1: Oh, I thought you guys were over by the mountain.

background conversations]

[00:00:21] Speaker 3: Good morning?

[00:00:22] Speaker 1: Good morning.

[00:00:22] Speaker 2: Good morning.

[00:00:32] Speaker 3: You guys are already set up on there.

[00:00:35] Speaker 1: I walked in. And it was already--

[00:00:37] Speaker 3: I was just going to make sure that everything was good to go.

[pause 00:00:39]

[00:00:54] Speaker 2: Looks like he's **[inaudible 00:00:55]**

[00:01:05] Speaker 1: The system we're all listening to essentially **[inaudible 00:01:09]** I remember it's just you were talking, **[unintelligible 00:01:20]** I was like you are the only one getting it. The only option.

[00:01:33] Speaker 2: That's interesting.

[00:01:35] Speaker 4: Hello?

[00:01:36] Speaker 1: Hi.

[00:01:36] Speaker 4: Is this the annexation meeting or it's in the other room?

[00:01:39] Speaker 1: I believe it's in here.

[00:01:41] Speaker 2: Yes.

[00:01:42] Speaker 4: The nine o'clock?

[00:01:43] Speaker 2: Yes.

[00:01:45] Speaker 4: Just seems like we're a little in attendance, right?

[00:01:48] Speaker 5: Let's start the recording. Get everything going. Mike set up a YouTube meeting for us.

[00:01:52] Speaker 4: [unintelligible 00:01:52] meeting correct?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:01:53] Speaker 2: It is.

[00:01:55] Speaker 5: Let's say **[unintelligible 00:01:56]** the checklist.

[00:01:58] Speaker 2: We don't **[unintelligible 00:01:58]** going- [crosstalk]

[00:02:01] Speaker 1: [unintelligible 00:02:01]

[00:02:02] Speaker 2: Looks like this will be on the regular meeting.

[00:02:04] Speaker 5: Okay. This one-

[00:02:07] Speaker 1: This one we were **[unintelligible 00:02:09]**

[00:02:10] Speaker 5: Okay.

[00:02:11] Speaker 3: Is it on YouTube now?

[00:02:13] Speaker 5: It's on YouTube now. It's recording. I've got-

[00:02:15] Speaker 1: [unintelligible 00:02:15]

[00:02:16] Speaker 2: Y'all are live, just so you know.

[00:02:18] Speaker 4: Just so you know. We are live.

[00:02:20] Speaker 2: Live on YouTube already, just so you know.

[00:02:22] Speaker 4: Perfect. Great.

[00:02:24] Speaker 1: Good morning.

[00:02:25] Speaker 4: Good morning.

[00:02:26] Speaker 2: It's okay. It's the meeting room. Where do you want to talk about it?

[00:02:32] Speaker 6: Good morning, Bradley.

[00:02:33] Speaker 5: You want me to?

[00:02:33] Speaker 4: Put it side to windows.

[00:02:36] Speaker 3: Kathi, come on and sit here.

[00:02:37] Speaker 6: Pardon?

[00:02:38] Speaker 3: Your **[unintelligible 00:02:38]**

[00:02:40] Speaker 6: Sure.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:02:40] Speaker 4: It's warm again.

[00:02:42] Speaker 8: Good morning.

[00:02:43] Speaker 6: Good morning. I like your menu bears.

[00:02:46] Speaker 5: This one here.

[00:02:46] Speaker 6: [unintelligible 00:02:47]

[00:02:50] Speaker 5: The boss is here **[unintelligible 00:02:51]**.

[00:02:51] Speaker 1: Everybody **[unintelligible 00:02:52]**

[00:02:55] Speaker 8: That's the best part of the world. How about exactly?

[00:02:58] Speaker 3: Shut up.

[laughter]

[00:03:02] Speaker 9: Dave might go to the 60th party with, screening last night of all the video and everything. It strains.

[00:03:09] Speaker 4: No.

[00:03:09] Speaker 9: I wonder how that will end. It was risky.

[00:03:13] Speaker 1: [unintelligible 00:03:13]

[00:03:17] Speaker 9: Or just put it on the spotlight. Obviously, you all are. Not all.

[00:03:31] Speaker 4: We have two big screens in here.

[00:03:34] Speaker 3: It's a lot.

[00:03:35] Speaker 4: It's like technology in here.

[00:03:37] Speaker 5: I'll send chairs for you to the carver room. Then we can really get sophisticated.

[00:03:43] Speaker 9: It's not confusing with the Crawford room at all.

[00:03:45] Speaker 1: [unintelligible 00:03:45] morning?

[00:03:46] Speaker 3: [unintelligible 00:03:47].

[00:03:48] Speaker 8: Good morning, Kim. **[unintelligible 00:03:49]**.

[00:03:49] Speaker 2: Have you already been to Rudy?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:03:50] Speaker 3: No but I'm a little bit scared.

[00:03:54] Speaker 4: I think I remember being in here when we had no TVs and it's freezing.

[00:04:00] Speaker 1: It's a lot different now. It's high-tech now. It's going to be amazing. It's fun. It's **[unintelligible 00:04:04].**

[00:04:05] Speaker 2: I just **[unintelligible 00:04:06].**

[00:04:11] Speaker 5: [unintelligible 00:04:11] family?

[00:04:11] Speaker 2: They said the biggest one was- [crosstalk] your first. I didn't want to [crosstalk] I was like, I wonder how many other people's caught that.

[00:04:22] Speaker 5: How can you all the times **[unintelligible 00:04:23]** [crosstalk] My little guy's just an intro. Starting in February. I have seven weekends in a row of travel.

[laughter]

[00:04:37] Speaker 4: Oh, good.

[00:04:38] Speaker 2: You've been stuck into the cold and Rebecca's **[unintelligible 00:04:40].**

[00:04:40] Speaker 4: I know right?

[00:04:41] Speaker 1: You need to go out tonight to friends tonight for the game.

[00:04:43] Speaker 4: Yes.

[00:04:43] Speaker 1: That depends.

[00:04:44] Speaker 4: No of course not. I can go to Oak Creek tomorrow.

[00:04:48] Speaker 1: Oh, that's not cool at all.

[00:04:49] Speaker 4: No. **[unintelligible 00:04:49].**

[00:04:50] Speaker 1: I think **[unintelligible 00:04:50].**

[crosstalk]

[00:04:54] Speaker 4: That's right.

[crosstalk]

[00:04:55] Speaker 8: You were **[unintelligible 00:04:55]** in person-

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:04:56] Speaker 4: Okay great.

[00:04:58] Speaker 2: That's **[unintelligible 00:04:58].**

[00:04:58] Speaker 1: I know.

[00:04:59] Speaker 8: [unintelligible 00:04:59].

[00:05:00] Ms. Meyer: [crosstalk] Our meetings. [crosstalk] There's so many going on. [crosstalk]

[00:05:21] Speaker 5: I'm afraid we might have a line of 300 people allowed to the door.

[00:05:25] Ms. Bessey: Can't we just get the room for 20?

[00:05:31] Mr. Suiter: I'm ready to get more of those start. Hi, Kathi.

[00:05:35] Ms. Meyer: Good morning.

[00:05:36] Mr. Suiter: Hi, Leah.

[00:05:36] Ms. Wood: Hi.

[00:05:37] Mr. Suiter: I'm Gary.

[00:05:37] Ms. Wood: Nice to meet you.

[00:05:38] Mr. Suiter: Nice to meet you too.

[00:05:42] Ms. Meyer: It's 9:00.

[00:05:45] Mr. Suiter: It is 9:00.

[00:05:46] GPS: Head northwest on L street towards 10th Street, then left onto 10th street.

[00:05:51] Ms. Bessey: Is that how e get here?

[laughter]

[00:05:58] Mr. Lacy: All right. Well, should we call meeting to order? Everyone's here. Is everyone here that's supposed to be here? I think so. Great. Well, welcome everyone. This is the inaugural Brown Ranch Annexation Committee meeting. I thought maybe the best way to start today would be just to start with some introductions. I think most of us know each other around here, but why don't we just go around the table and do some introductions? Jen, we'll start with you.

[00:06:27] Ms. Bock: Sure. [laughter] My name's Jennifer Bock I'm the Assistant City attorney. I was just answering a phone call from City Attorney Dan, and I'm just subbing in for him today.

[00:06:37] Ms. Crossan: I'm Robin Crossan, City Council President.

[00:06:40] Ms. West: Joella West, City Councilwoman.

[00:06:43] Mr. Lacy: Kathi.

[00:06:43] Ms. Meyer: Kathi Meyer. YAPA Valley Housing Authority Board member.

[00:06:47] Ms. Wood: Leah Wood, YAPA Valley Housing Authority Board President.

[00:06:51] Mr. Peasley: Jason Peasley, Executive Director of the Housing Authority.

[00:06:55] Mr. Suiter: I'm Gary Suiter, City Manager. City of Steamboat Springs.

[00:06:58] Mr. Lacy: I'm Jason Lacy. I will be the third-party facilitator for our discussions. Who else do we need to go around out here for introductions? Rebecca.

[00:07:08] Ms. Bessey: Rebecca Bessey, planning director.

[00:07:10] Ms. Weber: Kim Weber, finance director.

[00:07:13] Mr. Anderson: Dylan Anderson, Steamboat pilot.

[00:07:15] Ms. Marshall: Christie Marshall, YVHA Executive.

[00:07:17] Ms. Crossan: I'm sorry, what's your name?

[00:07:19] Ms. Marshall: Christie Marshall.

[00:07:19] Ms. Meyer: Hi, Christie.

[00:07:20] Ms. Marshall: Hi.

[00:07:22] Mr. Denny: Rick Denny, citizen at large.

[00:07:24] Mr. Lacy: Oh, great.

[00:07:24] Mr. Denny: Unfortunately, it looks like the only citizen at large in attendance today.

[00:07:28] Mr. Lacy: Well, thanks for being here. I'm sure that will change in the future. That's good. Thanks for being here. All right. Well great. Well, thanks everyone. I think today the real-- we're not really looking today to talk about substance. I think today we want to focus more on process, timelines, structure, so

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

that way we can make sure that the meetings as we move forward are as effective as they possibly can be. I thought I would just start off with on the process section. Does everyone have a copy of our agenda? First section we have there is to talk about process. I'm going to talk a little bit about meeting procedures first. I think maybe before I dive into that, I think it's probably important for me to just discuss what my general role would be here.

As I mentioned, my role would be as third-party facilitator. My job is to make sure to help lead and coordinate the discussions so that we have a chance to get the best annexation agreement that we can for the housing authority for the city, and ultimately for the community at large. Because that's really who we're working for here. We're all stewards of the community and that's what our goal is, is to make sure we get the best agreement we can for the whole community. I'm not your attorney. I am a practicing attorney in my private life, but I'm not your attorney. You each have your own legal staff and you definitely don't need another attorney, that you have capable people helping you there.

Obviously, throughout the discussions, we'll be talking about a lot of legal issues. If I need to help weigh in on some of those, I might and certainly be leading some discussion on some of those topics, but that's not me providing you with legal advice. You'll be looking to your own counsel to help you with that aspect of all the discussions. That's that part. Then as far as moving forward, do you all have in your packet? You should have a copy of your rules of order. Do you have a copy of the draft rules of order that was prepared?

[00:09:47] Ms. Crossan: I'm going to need to make a copy because I'm not finding it on my phone. Do you mind if I-

[00:09:51] Mr. Lacy: Do you have any copies or copies of--

[00:09:54] Ms. Crossan: I think we should always have copies of everything at the meetings.

[00:09:57] Ms. Marshall: I can go print a few copies of the agenda packet. Does anybody else need? How many do we need? Robin, I'll just print the whole agenda. Packet.

[00:10:04] Ms. Crossan: Okay, cool.

[00:10:05] Mr. Lacy: Yes.

[00:10:05] Ms. Marshall: Anyone else need a copy?

[00:10:08] Mr. Lacy: While she's doing that--

[00:10:11] Ms. Crossan: That's these. No, that's not these. [crosstalk]

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:10:17] Mr. Lacy: While she's grabbing those, another part I didn't mention, I'm also obviously not the decision maker here. We have our two committee members from the housing Authority. We have our two committee members from the city council. My role is not to be in any way a decision-maker, but I will certainly be at some points throughout our discussion, we're going to have points of agreement, very strong agreement on certain points, I'm sure. We'll just stop the discussion there.

At other times, we'll have some points of not contention, but maybe disagreement or issues we just need to refine and work on. That's where I'll be probably doing a lot of the hard work, making sure we're talking through the issues and making sure we get to a decision point on each topic to make sure it's something we can all be happy with.

That's my general role. As far as the rules of order go, whether you have those in front of you or not they're pretty common sense. They're really based a lot on what your rules of order are for city council meetings. Really the bottom line for those is just that everyone's going to be respectful, courteous while other people are talking. I'm not really concerned about that with this group. I think everyone here is on the same page and trying to get a good result. We have a very good group of people here working with us. Really those rules are about that. Also just about how I'll be controlling the discussion as far as who's speaking and when and things like that.

Obviously, throughout this process, these are going to be open and public meetings which I think is very appropriate. We'll have public comment time throughout the process, and I'll be managing that. I believe, based on what I've heard so far, I think everyone's on board with sticking with the three minutes for public comment from anyone who's here to comment. I'll get into our template agenda on how I think meetings should go in just a minute. We'll make sure we have ample opportunity for public comment. I think we also need to make sure as part of this process, we continue to have the robust public outreach that sounds like you've all been-- think is very important. We'll make sure that happens.

We also encourage people not just to come here and make public comments, but also to send emails, use Engage Steamboat or whatever other mechanisms you want to offer to allow people to make comments to help us throughout this process. Moving on, I'd like to talk a little bit about how I envision these meetings. Looking as far as I put together a template. I call it an agenda. It's really more of a general outline of how I think the meeting discussions should flow. Did everyone get a copy of that as well?

[00:13:24] Ms. Crossan: Yes.

[00:13:25] Mr. Lacy: Okay, great. As far as general outline for meetings go, I basically divided things into three different sections. First off, now this won't apply to our first meeting, but I think it would be important for each meeting as we go forward, that we do a review of what we agreed upon from the past meeting. I think that's just

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

a good check-in to make sure we have our negotiating teams here. Inevitably as we move along, you'll have members of your board or members of the council that might see where we're going and they may have some other feedback along the way.

I think we need to make sure before we just keep continuing on with each topic, that after it's been discussed, we just have a double-check at the start of each meeting to make sure everything we agreed upon before is still valid. Make sure there are no other issues we didn't think about or topics just to make sure we're really solid on whatever topic it was that we discussed last time before we proceed with the next section. Does that make sense?

Okay. Then after that I think we need to talk about the review. We'll have a more robust review on the new sections of the annexation that we're talking about throughout the main body of each meeting. This is where I think we need a little bit of guidance and some understanding on responsibility of who's going to be doing what. Basically, what I'm envisioning is, we would have whoever the responsible party is for drafting the annexation agreement, they need to put together that section of the proposal, that section of the annexation agreement to help us have something to discuss.

I know, we can look at this later, Gary, put together a general outline of topics to consider. That's great, and I think we can use that for helping shape the agenda and the topics we hit. For me, I think it's going to be most effective if at each time that we meet, we have a new section of our working draft of the annexation agreement to look at.

I think one of the questions, and we can get to these in a minute, but I think one of the questions we'll need to ask and have answered today is, who's responsible for drafting those sections as we move along? That could be one side, that could be both sides alternating. It really just depends on what your comfort level is moving forward. Beyond that, we also need to make sure the updated draft is provided in enough time for everyone to review before each meeting. That's something we probably need to flesh out a little bit more today as well. I know we have a section later in the agenda where we talk about timeline.

It looks like roughly right now we're hoping to meet, I think every other week, is roughly where we are. I think that's a good hope and goal. As far as drafting an annexation agreement, that might be tight turnaround to get a new section of the annexation agreement drafted, have each respective body take a look at that document, make sure they have their time to give feedback and thoughts on it, and then have us reconvene again to have a meeting, in addition to reviewing whatever we discussed at the last meeting. Want us to dive in a little bit on that, about timeline and whether that makes sense and how that should look going forward.

As far as structure on how we run the discussion on the annexation agreement, my suggestion would be that the party that proposes the new updated sections of the working draft of the annexation agreement would speak first, explain the proposal,

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

outline the key issues for discussion. Then we would turn it over to the receiving or responding party to let them give their feedback and see where we are and see what areas we immediately have agreement on and what areas we need to really flesh out as far as the open items for discussion after that.

Then, at the end of the discussion, we'll just make sure that we have a summary of all points of agreement, summary of any open issues, and then we'll assign homework to each negotiating team and give relevant assignments to applicable staff, whether it's Housing Authority City or whoever it might be. My thought is we would conclude each meeting with public comment. Based on the rules of order, if you take a look at those, I think our goal on that is to try to keep that to about 30 minutes per meeting. What I've heard, and I think it's a good idea, the overall hope is that we'll keep these meetings to two hours, hopefully no more than three. The goal would be to try to keep these around the two-hour time mark.

[00:18:44] Ms. Bock: Including the 30-minute public comments?

[00:18:46] Mr. Lacy: Correct. I think that's optimistic. I'll agree, right? [laughs] We might have some meetings that go a little bit longer. Especially, again, we'll get more into timeline later, but I think if we have any hope of getting a final agreement by I think late June is the goal here, we're going to need to be prepared, we're going to need to be efficient. We'll need to all be really ready with our points each time to make our discussion as fluent and efficient as possible. Why don't I throw it out to some questions to make sure, as far as the-- Let's talk about the agenda. I ran through that quickly. Overall thoughts on that structure for the agenda? Any concerns, any feedback on any of that?

[00:19:43] Ms. Crossan: From Gary's list and everything everybody wants to get through and also what's in the MoU, when are we going to try to figure out what items are on every other week?

[00:19:55] Mr. Lacy: I think we'll do that at towards the end of today.

[00:19:58] Ms. Crossan: Okay.

[00:19:58] Mr. Lacy: Because Gary's outline is the last item on today's agenda.

[00:20:03] Ms. Crossan: The only reason I say that is now that you're talking about being one side or the other, not that there were sides. That one group will-- Maybe the next two-week presentation is water, then there's something else and there's something else. My concern with this is putting so much pressure on staff.

[00:20:24] Mr. Lacy: That was my concern too.

[00:20:25] Ms. Crossan: Whatever we work through to make sure that we're trying to be as fair with staff so it's not all on public's work four weeks in a row or. I know it's flipping back and forth but I wouldn't want to see one department be so zeroed in on this that they can't do their regular stuff.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:20:43] Mr. Lacy: Well, and maybe that's a good place for us to segue into the question about who is going to be responsible each time for drafting each section of the updated annexation agreement. I just don't know where you guys are as far as having any discussions on that either internally or with each other. I just don't know where you guys are on that.

[00:21:07] Ms. Crossan: I think we have to look at the subtopics and figure out from that. It's not us or you guys have expertise here and we have expertise there. It's like, who can take it on and who might have a stronger feeling about it than the other.

[00:21:20] Mr. Peasley: I'm comfortable with divvying it up by topic or section of the annexation agreement based on who's responsible for authoring it. Do you think that the plan that you have about coming with actual language that we talk about work through is a good process so that you can actually get down to the actual thing? There's going to be a lot of background information that comes in supporting all of that, and that's going to come from both sides.

There's going to be a significant amount of information coming in from the housing authority and work that we've already done. Then also analysis from the staff on what is potentially the impact or what's the current situation with water, or whatever you want to call it. The other thing that would flow into that is we want to give people time to prepare adequate information.

We also want to give the community time to weigh in on those particular topics. That's part of the idea with the public outreach is that we would be soliciting public input in advance of, say, the water discussion may happen five meetings from now. That we would have that benefit of that public outreach available to the committee as we have that discussion because that's another part of the background information that's useful.

[00:22:49] Mr. Lacy: Those are some of the reasons why I was a little bit concerned. I know we have a tight, aggressive timeline here, but I'm wondering out loud already if the two week turnaround to do all that, staff to do the work, time for the public to review it and weigh in with any comments based on the whole package, having some time to look at things, give some feedback and giving time for each party to review the documents. I'm just wondering if two weeks is going to be adequate.

[00:23:30] Mr. Peasley: I think if we forecast out what's coming with say over the next 10 meetings, you'll know that water's coming up in six weeks. You have six weeks to prepare for that as opposed to two weeks.

[00:23:46] Mr. Lacy: Well, I don't know if you'll have six weeks to prepare if you don't have something to look at, is the thing.

[00:23:54] Mr. Peasley: I suppose you're right from the standpoint of the actual annexation agreement language. Put that background information, which is probably

the more dense component of all of that would be available for that period of time. If that makes sense.

[00:24:11] Ms. Crossan: I'm almost thinking once we have a schedule, let's say water is the first week of March. By the end of the second week of February, everything has to be ready in a packet, language, everything, so that we have two weeks to review it. Which means between now and February 15th, people would have to be working on water, the language, everything.

That by the 15th of February, the packet's ready for the next meeting, which gives the public and all of us 15 days and then we go to a meeting prepared, not start figuring it out and have it ready the week before. It's like almost the first two or three meetings we have to have low-hanging fruit to get that done where we'll get preparing for the big topics. Then you get into that cycle and you're working on it for weeks before the actual meeting.

[00:25:12] Mr. Peasley: I think that would actually work out pretty well, especially because we could also have a scenario. You're essentially producing a packet two weeks ahead of-- a meeting ahead of what you're going to be discussing.

[00:25:26] Ms. Crossan: Exactly.

[00:25:27] Mr. Peasley: You may have an opportunity at that preceding meeting to say, "We're missing something."

[00:25:34] Ms. Crossan: This goes back to the first piece of this template for the agenda, you review the agreed-upon issues from the prior meeting. Maybe the end of the meeting after public comment, we pre-review what's happened two weeks later, because the packets in front of us, and that's what you bring up, we're missing this, this, and this. We're doing a heck of a lot of homework, but it's being prepared properly the minute we sit down to talk about it.

[00:26:00] Mr. Peasley: I think that's good. What it's ultimately going to result in, I think, would be backloading of the bigger issues because of the volume of work that needs to be put together. Some of it has already being done, like the fiscal impact model, **[inaudible 00:26:13]**. A lot of water-related stuff to be worked on, but bringing all that together, **[inaudible 00:26:20]**. I agree we should **[inaudible 00:26:24]**.

[00:26:26] Mr. Lacy: Gary, you had some thoughts?

[00:26:27] Mr. Suiter: Yes, I think that sounds like a good solution. For two week turnaround, I shared the same concern. My opinion is I think we should divvy up the other workload based upon the headway. If we agree on something, we can find out who has the bandwidth to produce it. If it's a controversial issue, and one party feels passionate about it, I think they should be doing the authorship of that. I don't think the other party should be writing up the arguments for the other side. That's my suggestion.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:26:56] Mr. Lacy: That was kind of under my category two at the end on the agenda is each week to hand out the homework assignments for each negotiating team and staff. Maybe that's the point each week where we say, "Okay, look who's doing next meeting." Well, by the way, if you're wanting each packet to be ready, basically at that meeting, that means we're going to need to assign the one for four weeks ahead at that meeting, right?

[00:27:30] Ms. Crossan: Yes. If we have a list today, attached to dates attached to who's going to write it, we already know. We don't have to wait till four weeks out for you know--

[00:27:42] Mr. Lacy: Then maybe when we get to the timeline, or sorry, Gary's outline, we could look at who at least initially would be the natural author for each section. Let's see how much agreement we can get on that today as we can.

[00:27:55] Mr. Peasley: Yes, I think that'd be great, because then we can together kind of a master schedule that ties in the community outreach component, the packet presentation, that detailed information coming in when public input gets inserted in. That would be a good thing to also project to the community, so that they're familiar with the cadence of which we're going through things, and they know what to expect. We all know what to expect, we all strive **[unintelligible 00:28:24]**.

[00:28:24] Mr. Lacy: As much as we can telegraph that will be great. Knowing that things do change, and we will have to make changes along the way, but we'll give as much notice as we can on that. Right, Gary?

[00:28:37] Mr. Suiter: Quick disclosure. I just finished a nasty winter cold. It left me with random coughing attacks. If one of those hits, I'm just going to step out, so it's not a disruptive meeting. Just want to let you know. [laughter] They're kind of nasty. They just happen randomly.

[00:28:54] Mr. Lacy: Those are the new disclosures?

[00:28:56] Mr. Suiter: Yes.

[00:28:56] Mr. Peasley: Yes.

[laughter]

[00:28:58] Ms. Wood: [unintelligible 00:28:58] meeting.

[00:28:59] Mr. Suiter: [laughs] Was not great. Did lots of tests from the doctors.

[00:29:04] Ms. West: Jason.

[00:29:04] Mr. Lacy: Yes. Go on, Joella.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:29:06] Ms. West: If we're done with laying out this plan, I just have a couple of notes on public comment. When we say that the public comment will be at the end of our meetings, that basically means that in order for the public to give comments, they're going to have to watch the entire meeting. Otherwise, they won't have a clue when to make a comment. Are we comfortable with that?

I will tell you what you already know that the council is absolutely fixed on making sure that the public has ample time to comment. Then they feel that they can do it in a million ways, but one of those ways is to come to the meeting and make a comment. Is that a reasonable expectation that in order to make a comment because we've made a rule about it, but just that's the way it's going to work. You're going to have to be here because we may be done in two hours, or it may be two hours and 23 minutes. Whatever it is. Also a point of clarification that 30 minutes of public comment that we're allowing is a minimum. It assumes that there are enough people to fill up the 30 minutes. It is a minimum.

[00:30:33] Mr. Lacy: I think the rules even clarify that if we have unanimous feeling that we want to extend that time, it's perfectly fine.

[00:30:43] Ms. Crossan: Well, the other piece of it is to Joella's point is that if our meetings, I'm just picking numbers, are from one to three, public comment will be at 2:30. Unless whatever the language is we use, unless if for city council meetings, unless you know the-- or after the conclusion of the thing. I guess if they don't want to watch the whole thing or be here the whole time, they know that if are here around 2:30 because the meeting's over at 3:00, we could just say it that way. Sometimes we'll be on it, sometimes we won't.

[00:31:14] Mr. Lacy: For me, and the reason I propose this is certainly not to stifle any public comment. My thought was I'm looking at these meetings more as like work sessions in a way because you're really going to be diving into a lot of details and you're going to be getting into nitty gritty. I feel there's real value in you getting through that first, and then that might in some cases, to the extent there are any concerns in the public, some of those concerns might already be addressed.

The other part of that is let's say there are subsections or some pieces of whatever topic we're discussing that the public does have concern about, well, that's the end of the meeting. Remember at the start of each next meeting we're looking back at what we discussed last time. To the extent public comment has made you think about different issues, it's made you change your mind, whatever the case might be, we can address those at the start of the next meeting.

[00:32:17] Ms. Crossan: The other piece is to continuously get the word out that if you send emails prior to the meeting, and we all agreed today if we were doing working rules that we all read them that then we already have that comment with us when we go into that work sessions discussions. You have somebody says, well, did you think about ABC and it's not in any of what we're doing, we say, "Hey, remember

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

the public comment about ABC." We can bring those comments to our conversation as well if they're given to us beforehand.

[00:32:54] Mr. Lacy: I'm not stuck on this by any means. I think we either do the public comment near the end we discussed or at the very beginning. I'm open to either one. I just don't think it should be in the middle.

[00:33:09] Ms. Crossan: I think the end's a great idea.

[00:33:12] Mr. Lacy: Okay.

[00:33:13] Mr. Peasley: I think forecasting a particular time is a good one because this type of public comment is like Joella said, just one of a million ways. Some people really love to sit here and listen to the whole meeting and say their piece, but it's not very accessible to most people. It's happening on your work day, it's required to sit through a meeting or whatever. It's as accessible as we can make it.

[00:33:44] Mr. Lacy: Okay. Perfect. What else? Any other questions, concerns on the-- and obviously the real agendas will look much more sophisticated than this. This was really more just a working template and an outline of how I see the discussion flowing. Any other thoughts, concerns, anything we missed?

[00:34:09] Ms. Wood: Just one more thing. I think also having the public comment at the end of the meeting will allow people to make comments on what we've talked about in the meeting. They also will have an agenda of our future topic. That would give people two opportunities to make a comment on each topic because they can come to the meeting before the topic or they could come to the meeting while the topic is being discussed.

[00:34:34] Mr. Lacy: Okay. Yes, Joella.

[00:34:36] Ms. West: On that point, what are the limitations on the types of comments? Are they limited as Leah just outlined to what is currently being debated? Whether it's a review of what we did last time or whether it's the contents of today's meeting and that's it, and any other public comment is kind of out of order and needs to come back at the appropriate time?

[00:35:05] Mr. Lacy: That's what I would say. For me, I would say we limit public-- Public comments should be focused on what's on the agenda that day. Which would include a review of the previous meeting and it would include the topic of the day. We would also have the rough agenda and any documents ready for the next meeting as we just discussed. To the extent for the next upcoming meeting, someone sees something that, "Gee, why did you not include XYZ topic in that discussion?" I think that would be fair.

I do think that it wouldn't be productive if we allowed public comment at a meeting for a topic that's five meetings away. Just because we don't have a full packet. We don't

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

have full discussion. Neither side has presented that issue yet. I just don't know that it would be meaningful for any of us yet.

[00:36:04] Ms. Crossan: That's where you would recommend or-

[00:36:07] Mr. Lacy: Send us emails.

[00:36:08] Ms. Crossan: -suggest the emails.

[00:36:09] Mr. Lacy: Yes

[00:36:09] Ms. West: I guess we need to figure out a way to make all of this very clear to the public as we go forward from today.

[00:36:19] Ms. Crossan: Public comment 230 on items listed from review of previous meeting, meeting agenda and next meeting. We could actually list them.

[00:36:33] Mr. Lacy: Yes.

[00:36:33] Ms. Crossan: I think we should list specific.

[00:36:35] Ms. West: If the last meeting was transportation, this meeting is water and next meeting is landscaping, boom, they're the three things we're going to accept public comment on.

[00:36:45] Mr. Peasley: Right immediately.

[laughter].

[00:36:52] Ms. Crossan: In your walkable community.

[00:36:53] Mr. Lacy: Yes. Right. Okay. Yes, I think that's good. Thanks for that clarification. What else? Anything else on the agenda? Any concerns on structure?

[00:37:05] Mr. Peasley: As far as the, the report of where we are? What we've discussed and kind of where that's sitting. It appears that we may want that to be ultimately cumulative so that we can see all the items that are essentially typical agreed upon at that point and all the outstanding items so that we know how are we getting closer to the end or are we just moving things around from discussion to--

[00:37:41] Mr. Lacy: To more discussion?

[laughs]

[00:37:43] Ms. Crossan: That's really good point. If you look at the way Gary does our goals for this season and what we're working on, it's all here. Then as we get 50%-100% it's still there, but you see that the end has happened.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:37:58] Mr. Lacy: In my outline here, I at the end of each primary discussion section each week, my goal is to have a summary at the end of all points of agreement and all open issues that we still need to discuss. As long as we make sure do that each time, the minute taker should be able to make that really clear for the group. We'll obviously have the working draft of the annexation agreement going forward too. We could even annotate that in the comments and the margins or something like that to show the issues that are still maybe not agreed upon.

[00:38:35] Mr. Peasley: Yes, you could almost cover.

[00:38:39] Mr. Lacy: Right. Anything else on agendas going forward? Okay. Very good. Excellent. We'll get more later into the detailed annexation agreement outline and assignments and things like that. Jen, did you want to talk about designation and posting places for meetings?

[00:39:04] Ms. Bock: Yes. We just need to choose as a local body where we are going to post the agendas. I think and may be a given that we'll post them online, on the website. The city posts our agendas at City Hall, Parks and Recreation and the Post Office. You guys could choose to do that exact same thing or you could choose different locations for example, City Hall and YVHA. So that's up to you.

[00:39:32] Mr. Peasley: We have similar posting places as you guys for all of our meetings. All of our committee meetings are posted at the YVHA office and the number of meetings are here at the county, at the post office and at our place. We'll comfortable with whatever works as far as that's concerned.

[00:39:54] Ms. Crossan: Well, where's the duplication?

[00:39:57] Mr. Peasley: Here. Just here and the post office. [crosstalk]

[00:40:02] Ms. Crossan: So who wants to take the lead on those two?

[00:40:06] Ms. Bock: Are you guys saying include all of those for both entities?

[00:40:12] Mr. Lacy: Yes, the easy answer would be just to add the extra-- like you have the one that is your office, and then you have the one that's Parks and Rec. Why not do all four?

[00:40:22] Ms. Crossan: We all just keep doing what we do.

[00:40:24] Mr. Lacy: Yea, that's fine.

[00:40:25] Ms. Crossan: With duplication at the post office and here.

[00:40:30] Ms. West: Do we need to add the library?

[00:40:33] Mr. Lacy: Doesn't matter. Should we?

[00:40:34] Ms. West: I don't know.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:40:35] Mr. Peasley: It's not a normal posting place for public meetings. I don't know how much people rely on going to the library at this point with the internet. How many people are going to the Post Office to see **[unintelligible 00:40:51]** in glass case? I receive a postcard from-

[00:40:56] Mr. Lacy: Legally-

[00:40:56] Mr. Peasley: -one and a half years ago.

[00:40:57] Mr. Lacy: Three.

[00:40:58] Mr. Peasley: Still there.

[00:40:59] Ms. Bock: No, under the law it's just a reasonable notice. We could even just use City Hall and the website and that would be perfectly fine. I guess it somewhat depends on the Clerk's Office is going to have to run around and post these, and then if there's any changes, repost them. Unless YVHA is going to share in that.

[00:41:20] Mr. Peasley: I think for the simplicity's sake, we should just do it on the website. We should do it at City Halland the Housing Authority offices and that's--

[00:41:27] Mr. Lacy: Those would be the natural places people would look for your agendas. So that might make it easier too for posting purposes. You could post at your office. City could post here and obviously on the website. Does it sound okay?

[00:41:44] Mr. Peasley: Works for me.

[00:41:46] Ms. Crossan: I'm concerned about not doing the Post Office.

[00:41:49] Mr. Lacy: Okay.

[00:41:50] Ms. Crossan: I really am. Just because there's one more place, more people go to the Post Office, than come to your office or this office.

[00:41:57] Mr. Lacy: Okay.

[00:41:59] Mr. Suiter: We can keep doing the Post Office. The clerk's office is-- it's a manual task and out of that whole list, probably Parks and Rec is the one that we could probably dispense with. City Hall, Post Office, YVHA, and the website.

[00:42:16] Mr. Lacy: Website. That sounds good. Great. Perfect. Okay. Committee administrative staff. We want to talk about agendas and packets, notices, minutes, and progress reports. As far as agendas and packets go, like we said earlier, we're going to assign duties as much as we can later today when look at the annexation agreement outline on who would prepare packet material.

As far as preparing the actual agenda itself each time, it might make more sense to have one party responsible for that each time, don't you think? Because then we're

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

not each time wondering who's doing what. It just seems like more assignments and more potential confusion. I'm just wondering if packet, at least for the agenda part just the agenda, not necessarily all the packet information because I think that's going to be dictated by who's drafting the annexation agreement update each time. As far as just pre-preparation of the agendas, I'm wondering since it's going on the city website, should that be in the city score?

[00:43:41] Ms. Bessey: Jason.

[00:43:42] Mr. Lacy: Yes.

[00:43:42] Ms. Bessey: Can I chime in?

[00:43:43] Mr. Lacy: Yes, sure.

[00:43:43] Ms. Bessey: I do think our intention was to have it run through our on-based agenda system like all city council meetings. I think ultimately, regardless of who's preparing the material et cetera, it probably needs to funnel through the city. So that the agenda packet, format of the agenda and all of that leaves it to the city system.

[00:44:04] Mr. Lacy: Okay. We'll use on-base for all the agendas and then of course, packet material will be based on our assignments that we assign today and as we have been undergoing forward.

[00:44:20] Mr. Anderson: Will the central clearing house for packet information then be the city or?

[00:44:25] Ms. Bessey: Yes. I think--

[00:44:28] Mr. Lacy: Have to be [crosstalk]

[00:44:29] Ms. Bessey: I mean I hate that the City Clerk is not here and I'm going to speak for her, but I think in terms of like just putting the agenda together and publishing the packet, that's probably going to be in the clerk's court. I think the planning department could be the central hub for whoever is preparing packet material to get it or have to establish some deadlines to get it submitted to the planning department and we can feed it into our base since we do that on a regular basis.

[00:45:00] Mr. Peasley: Okay. Then it would not be the clerk who does any plans.

[00:45:05] Ms. Bessey: Yes, we'll submit it. The clerk's office will compile the packet and publish it.

[00:45:13] Mr. Suiter: Would she be the clearing house basically?

[00:45:15] Ms. Bessey: Yes.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:45:18] Mr. Lacy: Would that be specifically to you or to someone else?

[00:45:21] Ms. Bessey: Well, right now probably me. I don't have an admin right now, so we'll work through that stuff right now.

[00:45:31] Mr. Lacy: Sure. That's fine. All right.

[00:45:36] Mr. Suiter: A question, in terms of agenda itself oftentimes politics squirrels around agenda because those who create the agenda, sometimes the perception is, "Oh, well they're driving the process, they're steering the process. How do we do that? Do we agree on the next agenda at the end of every meeting? Is that a part of the--

[00:45:56] Mr. Lacy: I think so.

[00:45:56] Mr. Suiter: Okay, I think that would eliminate any potential perception of bias.

[00:46:01] Mr. Lacy: Right. I think later today we'll have that annexation agreement outlined, and will hopefully spell that out today for which topics, which order.

[00:46:13] Ms. Crossan: It becomes a template which is last issue, last week's meeting these were the three topics. This week's meeting this is the one topic. The next-

[00:46:23] Mr. Suiter: Follow the template.

[00:46:24] Ms. Crossan: -yes. You have a template you follow through and put your account in.

[00:46:28] Mr. Lacy: Right. Very good. Notices, that's just notices the meetings which we just talked about, right?

[00:46:41] Mr. Suiter: Yes.

[00:46:41] Mr. Lacy: Okay. We have that worked out as far as posting. Minutes and progress reports. These will obviously be on video these meetings. As far as the minutes go, do we have anyone assigned to do that? As far as each week, putting together some minutes, approving those?

[00:47:06] Ms. Bessey: I have some information on that. What we heard from council last week is that they were interested in maybe a summary progress report and then a more detailed set of minutes, so we were looking in options for that detailed set of minutes. Dan Fort reached out to several different folks and he did find a company that we could send a recording of the meeting to and get a very quick turnaround with the detail. I don't know if it's a verbatim transcript, but a very detailed set of minutes. We could even have that within 24 hours if needed. It's not

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

inexpensive, but for a three-hour meeting with a 24-hour turnaround, they would anticipate about $800, sorry, per three-hour meeting.

[00:48:07] Ms. Crossan: $100 or $800?

[00:48:08] Ms. Bessey: $800, sorry.

[00:48:11] Ms. Crossan: Oh, it's good we're not having [crosstalk].

[00:48:12] Mr. Suiter: Does that go down a little more than a 24-hour turnaround?

[00:48:15] Ms. Bessey: Yes, so that's what the 24-hour, he asked if that was possible because council was talking about trying to have them by Monday so that you had them well in advance of your meetings stuff.

[00:48:29] Mr. Suiter: We can't work right there in the order of $1,000 bucks.

[00:48:31] Ms. Bessey: Given that these meetings may fall on Thursdays or Fridays and council meetings are on Tuesdays. The 24-hour turnaround seemed like we had to really figure out if that was even doable.

[00:48:41] Mr. Lacy: Right. That was another part of my concern on the two weeks between meetings, is turning all that around and giving everyone time to review it, understand what we discussed, and making sure each board or council has time to review it and giving the input, so outsourcing it from that standpoint makes sense.

[00:49:08] Ms. Bessey: I don't think we have any internal options. We looked for some local folks, couldn't find anyone that had the availability to be able to commit to that turnaround even if it's 48-hour turnaround. Finding someone here local that can commit to that would be really difficult. I think we have a good option there for addressing the detailed minutes that of course, we wouldn't outsource maybe that summary action report from the meeting. We might want to find someone who's attending the meetings to draft that up.

[00:49:47] Mr. Lacy: I guess that's a question for the group then. Do you want this detailed transcript and a separate summary? Or what are you really wanting?

[00:49:58] Ms. West: That's what council has asked for.

[00:49:59] Mr. Lacy: For both?

[00:50:00] Ms. West: Yes.

[00:50:01] Mr. Lacy: Okay.

[00:50:01] Mr. Suiter: Oh, a comment?

[00:50:03] Mr. Lacy: Yes.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:50:03] Mr. Suiter: There was a lot of discussion about transcript. I don't understand the cost of providing a verbatim transcript when somebody can just watch the video. Seemed like a waste of money. Detailed minutes, that's fine but a verbatim transcript, really?

[00:50:20] Ms. West: It's easier to page through a transcript than it is, for me, at least than it is for me to search for something on a video. If I don't have timemarkers where I can go?

[00:50:34] Mr. Suiter: Oh, that's fair.

[00:50:36] Ms. Crossan: The conversation is centered around planning commission minutes and how detailed they are to give us as much information as possible to make a decision on a planning item. That's where the detail came from. I don't think that we are going to be able to waiver for that. Depending on the end, when we decide what the meetings are and everything, maybe 24 could be 48, and that would bring the cost down a little bit. If 24 is 24 and that's the end then that's what we'll be and it's where it's going to be.

[00:51:13] Ms. West: We can also follow up with council.

[00:51:15] Ms. Crossan: Absolutely.

[00:51:16] Ms. West: When we **[inaudible 00:51:17]** after the second meeting say, "Hey, are you guys-- Do you find these minutes useful? Are you reading a verbatim transcript?"

[00:51:27] Mr. Lacy: Are you getting $800 of good value?

[00:51:29] Ms. West: Yes, and by the way, yes.

[00:51:30] Mr. Lacy: Because this sounds like, my world court recorder level detail. I kind of share Gary's concern, I wonder how many people are really going to look at that, and if you're really getting value out of that.

[00:51:45] Ms. Bessey: I can tell you that I don't think any of our board members are going to look at a detailed transcript.

[00:51:51] ?Ms. West: [inaudible 00:51:52].

[00:51:54] Mr. Lacy: I do think that if we have a good summary document that's going to be the document that people are going to--

[00:52:01] Mr. Peasley: They're going to grab it.

[00:52:02] Mr. Suiter: That's what I would look at.

[00:52:04] Mr. Lacy: Then have the recording if you really want to get temporary **[unintelligible 00:52:07]**--

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:52:08] ?Mr. Suiter: [unintelligible 00:52:08].

[00:52:08] Ms. Wood: Maybe the summary document-- [crosstalk] Sorry.

[00:52:11] Mr. Lacy: Go ahead.

[00:52:11] Ms. Wood: Maybe the summary document could include some time stamp indications so that you could reference to the meeting if you are interested in a particular topic. That way you wouldn't just be starting with a two hour meeting.

[00:52:25] Ms. Crossan: How verbatim are the planning minutes?

[00:52:31] Ms. Bessey: They're pretty verbatim. I would not call them a transcript. Tim will take out all the ums and weird--

[00:52:41] Mr. Lacy: It's a more detailed summary.

[00:52:43] Ms. Bessey: It's more than a summary.

[00:52:45] ?Ms. Meyer: It's more than a summary.

[00:52:47] Ms. Bessey: It captures the, he tries to capture the words that everyone says.

[00:52:50] ?Ms. Meyer: Who says what?

[00:52:52] Ms. Bessey: Everyone who speaks will show up in the minutes and it will pretty much say what they said unless there was a bunch of **[unintelligible 00:53:00]**--

[00:53:01] Ms. Crossan: [unintelligible 00:53:04] requested. It's in between verbatim and a brief summary.

[00:53:09] ?Mr. Lacy: Tim's not available.

[00:53:11] Ms. Bessey: Tim, there's no way Tim would be **[unintelligible 00:53:16]**.

[00:53:15] Mr. Lacy: [unintelligible 00:53:15].

[00:53:16] Ms. Bessey: He's doing Planning Commission board adjustment.

[00:53:20] Mr. Lacy: Yes. **[unintelligible 00:53:20].**

[00:53:21] Ms. Bessey: Historic Preservation Commission, and it's hard to get those minutes on the schedule that we need.

[00:53:28] Mr. Lacy: Okay.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:53:30] Ms. Crossan: The trick, the other thing is just based on, when you're talking about needing something over a weekend, it feels like a five day turnaround or four day turnaround, but there's a couple of weekend days in there. Again, trying to get someone local to commit or someone that we know to commit would be difficult.

[00:53:47] Mr. Peasley: Just a quick question about your Zooming capabilities. They do have a transcript service. Have you guys used that? Have you tried it?

[00:53:57] Ms. Bessey: We have. IT looked into that. Dan talked with them. It's not great because it's just like, you know what I mean? If anyone talks over somebody, if anyone's muffled, it's not really going to-- It's going to take some proofing.

[00:54:17] Ms. Crossan: We're talking 10 meetings.

[00:54:20] Mr. Lacy: Okay. Council wants the detailed, I think you said a detailed summary/ transcript and a summary, a separate summary.

[00:54:31] Ms. West: That is what they requested.

[00:54:33] Mr. Lacy: Okay.

[00:54:33] Ms. West: Now, if we could get something of the quality of the planning commission minutes, I don't doubt that Council would find that acceptable. As a practical matter, it's certainly more practical. We would have to find someone who could do that. I don't have any confidence in the Zoom transcriptions, any transcription that is done by a machine. It was awful.

[00:55:04] Mr. Lacy: Yes.

[00:55:07] Mr. Suiter: Who's the target audience here? Is it the public or is it the other five council members?

[00:55:11] Ms. Crossan: The other five council members.

[00:55:12] Mr. Suiter: That's what I thought.

[00:55:13] Ms. Crossan: So I think if we could get to, maybe not verbatim with this organization, but the 24 hours turnaround with very detailed minutes. The reason they wanted the summary was because we thought the minutes were going to take five or seven days. They wanted the summary right away. If we can get a 24 hours turnaround, maybe we don't need the short summary upfront.

[00:55:42] Ms. West: I see what you're saying.

[00:55:43] Ms. Crossan: Because they wanted the summary right away and going on **[unintelligible 00:55:47]** for our conversation was like, "No, you're not-- There's

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

no way we're going to get minutes to you before the meetings." If that's feasible to do, then we might be able to cut out the one.

[00:55:59] Ms. Bessey: I think the summary will be really helpful for public.

[00:56:01] Mr. Suiter: Yes, I agree.

[00:56:02] Ms. Bessey: Honestly, I don't think the public wants to read a transcript of the meeting.

[00:56:07] Mr. Lacy: Yes. That's going to be effective, way more effective to help the public.

[00:56:11] ?Ms. Wood: For most everybody.

[00:56:15] Mr. Lacy: Sounds like you're going to start with the detailed minutes first, at least, and see how that goes. Who will be preparing the summary?

[00:56:25] Mr. Suiter: We can set that up.

[00:56:26] Mr. Lacy: You can set that up?

[00:56:27] Mr. Suiter: Yes.

[00:56:27] Mr. Lacy: Okay.

[00:56:29] Ms. Crossan: What will your turnaround be on that?

[00:56:34] ?Ms. Crossan: [inaudible 00:56:35].

[laughter]

[00:56:35] ?Ms. Crossan: No seriously. Because we have a meeting from 1:00 to 3:00 on Friday afternoon? Are you going to have a 24 hours turnaround on that?

[00:56:42] Mr. Suiter: That's a good question.

[00:56:43] Mr. Peasley: Let me follow up with my staff before I commit them to working on a Saturday.

[00:56:48] Mr. Suiter: No, that's fair.

[00:56:50] Mr. Peasley: That's fair, of course.

[00:56:52] Speaker 3: All of which lends itself to being part of the conversation about the meeting schedule. The longer we talk about this, the more I like to **[inaudible 00:57:05]**--

[laughter]

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:57:08] Mr. Lacy: Yes, to get that lag time.

[00:57:09] Ms. Crossan: Just for that?

[00:57:10] Mr. Lacy: Yes. That makes sense. Okay.

[00:57:14] Ms. West: I agree with Julie and I'm wondering since we, I know it's here in the meeting agenda, but should we talk about it and try to figure out when we're going to schedule our meetings? I feel like all these pieces are sort of related.

[00:57:26] Ms. Crossan: We'll set another one.

[00:57:27] Mr. Lacy: They are. As soon as we're done with this, we'll look at the MoU and then we'll do the timeline. We're almost there. [chuckles] Before we move from this, is there anything, the staff, let me know, anything we've missed on agendas, packet preparation, notices, minutes, progress reports? Anything we haven't touched you want us to address?

[00:57:52] ?Mr. Suiter: Just to summarize the packet material is going to be created by maybe one group or maybe a combination.

[00:58:02] Mr. Lacy: We'll assign that each.

[00:58:03] ?Mr. Suiter: You'll assign that?

[00:58:04] Ms. West: Yes. For everything as far as the packet itself and publication, we'll go through Rebecca and then she'll transfer that to the clerk for compilation and posting.

[00:58:15] ?Mr. Suiter: Excellent.

[00:58:16] Ms. Crossan: What's the timeline back? Let's say we have a meeting on a Wednesday, what's the timeline working backwards from the date? When does it have to be posted by? When does Rebecca need the information? When does Julie have to put it all together and get it on the website? When does Rebecca need to be able to put the information together to give Julie? We have to work backwards on that?

[00:58:38] Ms. Bessey: Yes. What I had heard was that you wanted the packet available for two weeks prior, like a full two weeks. If it's a Wednesday meeting, two Wednesday's prior you want the packet published.

[00:58:49] Mr. Lacy: Basically we would have the next meetings packet in this packet?

[00:58:54] Ms. Crossan: Correct.

[00:58:55] Mr. Lacy: For the meeting today.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[00:58:55] Ms. Crossan: Wednesday's meeting.

[00:58:57] Ms. Bock: Then if you're going to tweak it a little bit, you would have to then--

[00:59:01] Mr. Lacy: We'll have that chance at that meeting to talk about it and send it back for updating.

[00:59:07] Ms. Bock: Posting is, the city usually does 72 hours so it would probably be like the Friday before.

[00:59:13] Mr. Lacy: Yes. Okay.

[00:59:16] ?Mr. Suiter: We will approve the agenda well before that so that we [unintelligible 00:59:19]--

[00:59:23] Ms. Bessey: Well, that's what I was going to ask. If you're talking about having the packet published, when you walk into a-- With the packet for two weeks out, you would have in your hand, it's already published when you meet, say, today Then you might want to make changes and then we have to make changes to the packet and republish. I would almost suggest we have an agenda published two weeks out. Maybe the packet goes out 10 days. That's a lot of rework if we're like already published. Compiling and publishing the packet just to make tweaks and have to republish and all of that.

If it's just really more about making sure the agenda says what you wanted it to say, and we can talk about what's going to go-- We'll have already agreed with what's in the packet, right? I'm just trying to avoid a lot of rework. Republishing isn't easy.

[01:00:13] ?Mr. Suiter: Yes, that's fair. That makes sense.

[01:00:16] Mr. Lacy: Maybe then we have the agenda ready at each meeting, for the one coming up two weeks ahead of time. Then we'll see if we have tweaks, et cetera, based on our discussion at each meeting. Then the packet can come out for that next meeting, two or three days later, something like that.

[01:00:33] Ms. Bessey: Yes.

[01:00:34] ?Mr. Suiter: We can talk about, in that agenda review if you will, the supporting documents and who's responsible for that. That'll essentially be like homework.

[01:00:45] Mr. Lacy: [crosstalk] We'll have lead time though. We'll map this out ahead of time so people know how to be working on that before then.

[01:00:54] ?Mr. Suiter: I think you'll be going into that meeting saying, these are the packet materials that you'll be getting. Then at that point you'll be saying, "There's

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

this other thing by the way, let's make sure we get that." It's like, "Oh, yes, **[unintelligible 01:01:06]** that 1994 study you want to dust off.

[01:01:12] Mr. Lacy: Yes. **[unintelligible 01:01:13]**.

[01:01:14] Ms. Crossan: People are still hanging their heads.

[01:01:15] Mr. Lacy: Yes.

[laughter]

[01:01:17] Mr. Lacy: Okay. I like that, I think that makes sense. We'll have the agenda for the next meeting at each current meeting, but we won't have the full packet at that time. That will come out two, three days later based on feedback at that meeting. Okay. What else on agendas, packets, notices, minutes, progress reports, anything else there?

[01:01:48] Mr. Suiter: We'll tweak it as we go.

[01:01:48] Mr. Lacy: Yes, that's the thing, we'll figure out what works as we go along and refine it. Memorandum of understanding. I understand, Jen, you want to discuss this briefly? I know this was adopted by council in the last meeting. Did you want to go with that for us briefly?

[01:02:07] Ms. Bock: Sure. The changes that council made at the last meeting were what you guys just discussed. It was changed to Section 4 progress reports, having draft meeting minutes and summary by noon, Monday, of each, the following week. Those are the changes. I suppose that we can finalize this and send it back. In the packet, it has those changes included in Section 4, and then send it back to **[unintelligible 01:02:35]** for your final approval.

[01:02:38] ?Mr. Suiter: That's fine. This team here has the authority to make or to approve that sort of **[unintelligible 01:02:44]** change.

[01:02:46] Mr. Suiter: Your board's already approved it.

[01:02:48] ?Mr. Suiter: We have approved that and we've given this group authority to **[inaudible 01:02:51]**.

[01:02:52] Mr. Lacy: Okay, great.

[01:02:54] Ms. Bock: Then we can execute. We will send you an executed copy from the city, and send it over to you guys.

[01:02:59] ?Mr. Suiter: Okay. Very good.

[01:03:02] Mr. Lacy: Anything else on the MOU?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:03:05] ?Mr. Suiter: Just one last thing on community outreach. We received a plan that I shared with the city staff about public outreach and how to do that third party outsourcing of that, that looks more or less like this. I didn't think we were probably in a place to maybe discuss it in this group, but we have proposal to do all of the public outreach as we envisioned it from a third party that then doesn't necessarily overburden either of our staff. That is in the City of **[unintelligible 01:03:44]** last night.

[01:03:47] Ms. Crossan: Cool. Because I think the only thing we were really concerned about, which we had voiced a few meetings ago, was the direct marketing and the cost to do that, and what can we do to not do that. You guys are working on it separately, that's great.

[01:03:59] ?Mr. Suiter: Yes. We got a proposal from Robin Shepherd and Sheila Anderson,who've done a lot of our community outreach and outreach communications previously. It more or less depends what the expectation is here. I think our goal was to try to get a proposal which more or less satisfied what the expectation was in the MOU so that we could just share the cost and get that going. Because the public outreach component of this is really important as you guys have mentioned at your meetings. We'll share that. We've shared that with the city. We share that with you.

[01:04:41] Ms. Crossan: Fine.

[01:04:41] Ms. Meyer: Jason, I have-- Well, I'm sorry.

[01:04:44] Mr. Lacy: Oh, yes, sorry. **[unintelligible 01:04:45]**.

[01:04:47] Ms. Meyer: When I read that, I liked the team that was proposed. I don't have a problem with the hourly rate but when I looked at the estimate of 40 hours a week, that's a full-time person. I don't think, at least initially, it's a full-time job. Again, we're looking at cost to produce minutes. I would like to see that further refined or some direction after this. Maybe it would be at the next meeting or do you want it at the end of this meeting?

[01:05:27] Mr. Lacy: As far as the scope of the--

[01:05:29] Ms. Meyer: Exactly and I think it could be initially, because we're only meeting every other week and they have a full-time PR person for every week. I'm questioning. I think scope was my biggest concern.

[01:05:46] ?Mr. Suiter: Yes. I think we want to jointly agree upon that scope. Maybe that can be an action item for the next meeting or something we can work on in the interim. I'm refining so that it can be available for that next meeting.

[01:06:00] Mr. Lacy: Okay.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

GoTranscript

[01:06:00] Ms. Crossan: Did you say you sent that to all of us late last night or you sent it to **[unintelligible 01:06:03]**--

[01:06:03] ?Mr. Suiter: I sent it to the city staff. I did not send it to you guys, but we can make sure to get that to you.

[01:06:09] Mr. Lacy: Okay.

[01:06:10] Ms. Bessey: Jason, if I can just chime in, I did forward that to Mike Lane, the city's communications manager. I know he's going to want to weigh in on that and be a part of that discussion.

[01:06:19] Mr. Lacy: Okay.

[01:06:20] ?Ms. Bessey: Did he prepare this? Have you guys seen this?

[01:06:25] Mr. Lacy: I **[unintelligible 01:06:26]**.

[01:06:26] Ms. Bessey: Is that what I provided to council some kind of--

[01:06:28] Mr. Lacy: Annexation?

[01:06:30] Mr. Suiter: Yes.

[01:06:30] Ms. Bessey: Yes. That was what Mike and I had worked with.

[01:06:32] ?Mr. Suiter: This was internal to us.

[01:06:34] Ms. Bessey: Yes.

[01:06:34] Mr. Suiter: Okay, got it

[01:06:35] Ms. Bessey: I did forward the proposal that you provided last night to Mike. He's not here today, so he wasn't able to join the meeting, but he, I know wants to be a part of that conversation. I think it's going to be important that the outreach is not driven by one party versus the other because I think that could impact the messaging and the comments we received in the community.

[01:07:01] Ms. Crossan: My concern is do either of them work directly with Yampa Valley Housing Authority?

[01:07:07] ?Mr. Suiter: Right now?

[01:07:08] Ms. Crossan: Yes. Would there be a conflict, to Rebecca's point? Because I don't think that that would be fair.

[01:07:15] ?Mr. Suiter: Sure.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

30

f.30

[01:07:16] Mr. Lacy: Why don't we put this on the next agenda as one of the topics, scope of public outreach we can-- That will give you time to kind of share information on that and have some packet material that we can talk about.

[01:07:30] ?Mr. Suiter: Okay.

[01:07:31] Mr. Suiter: Probably be good to have Mike here as well for that discussion. I know he'd appreciate that. So that we coordinate and not **[unintelligible 01:07:37]**.

[01:07:38] Mr. Lacy: Very good. Anything else on the MOU? Okay there? All right, let's talk timeline, schedule. Where is it? Here it's. In the packet we had a draft meeting schedule, and again to take a look at that we're basically looking at every two weeks for us to meet.

It looks like, as of now, we have Wednesday, Thursdays, or Fridays roughly slated in. Joel has expressed a preference for Wednesdays, what are the group's thoughts on that? I'm pretty open on most of these. There are a couple of Fridays that I'm not available, but other than that I'm pretty open.

[01:08:29] ?Ms. Meyer: I have one Friday that I will not be available. Other than that, **[unintelligible 01:08:32]**

[01:08:32] Mr. Lacy: Okay. It seems Wednesday or Thursday would make more sense as a regular meeting time.

[01:08:38] Ms. Crossan: Wednesday would be good.

[01:08:38] Mr. Lacy: I would vote for Wednesday if possible, but I believe Thursday can work.

[01:08:44] Ms. Crossan: Wednesday has two.

[01:08:45] Mr. Lacy: Okay. Wednesday, Wednesday. Sounds like Wednesday, that has good reason as Joel has already said anyways for turnaround time and things like that.

[01:08:54] Ms. Crossan: The one reason when I talked to Dan, the staff, and the staff committees **[inaudible 01:09:01]** is coming off of a Tuesday night council meeting **[unintelligible 01:09:06]**. If the packets are done and everything is done, I don't see why that should be a problem.

[01:09:13] Mr. Lacy: Well, maybe there are a few instances where we follow up.

[01:09:16] Ms. Crossan: Some of them are.

[01:09:19] Mr. Lacy: Yes. It's true.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:09:20] Ms. Crossan: The thing is the packets are done 10 days before. That's the only thing.

[01:09:27] Mr. Lacy: We have to stay on that as far as the packet preparation being done before they're worried about the city council meeting as well.

[01:09:39] Ms. Crossan: Could we start with Wednesdays and see whether there's a strain on staff?

[01:09:41] Mr. Lacy: Did you have any thoughts on Wednesday versus Thursday?

[01:09:49] Ms. Crossan: Wednesday works good for me. Wednesday is good.

[01:09:55] Ms. Bessey: We're here on Wednesdays regardless.

[01:09:58] Mr. Suiter: We have council meeting packet **[unintelligible 01:10:00]**.

[01:10:01] Ms. Bessey: We do have council meetings packet but-- [crosstalk]

[01:10:03] Ms. Crossan: What time are they due by?

[01:10:05] Ms. Bessey: Well, 5:00. Typically, is we're just coming out off of a Tuesday night meeting, there's not always a packet the next Tuesday. It'll depend on how those meetings would just go.

[01:10:16] Ms. Crossan: Yes. The first Tuesday we'll have one session, it'll be easier. What's easier **[inaudible 01:10:24]**?

[01:10:26] Ms. Bessey: It's fine. We'll make it work.

[01:10:28] Ms. West: Okay. All right, that means based on Wednesday as being the starting point we'll have February 1st, February 15, March 1st, March 15, March 29, April 12, April 26, May 10, May 24, June 7, and June 21st.

[01:10:55] Ms. Meyer: Is 21st CML?

[01:10:58] Mr. Lacy: That does conflict with CML.

[01:11:01] Ms. Bock: Let's see, June 21st **[unintelligible 01:11:04]** CML. Maybe that's when the, that whole week. It would've to be a Monday if we need it. **[unintelligible 01:11:13]** next meeting.

[01:11:11] Mr. Lacy: We'll have to look at that one for a possible--

[01:11:17] Mr. Suiter: We'll be done by then.

[01:11:18] Mr. Lacy: That's right. We'll be done in May.

[01:11:18] Ms. Bock: I think **[unintelligible 01:11:18]**. I forgot.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[laughter]

[01:11:23] Mr. Lacy: Very good.

[01:11:24] ?Mr. Suiter: It'll be a ceremonious meeting.

[laughter]

[01:11:28] Ms. Crossan: It's CML, at the **[unintelligible 01:11:30]**. That's where they're doing it.

[01:11:32] Mr. Lacy: We'll come down. [crosstalk]

[01:11:34] Ms. Crossan: For bowling and ice skating indoors, and all that fun stuff. I can't wait to see that.

[01:11:39] Ms. Bessey: My notes from the clerk says that CML conference is June 25th to 28th.

[01:11:46] ?Mr. Suiter: Oh, then it doesn't conflict.

[01:11:47] Mr. Suiter: That's not right.

[01:11:48] Ms. Bessey: It's not right? That's what the schedule that Julie just sent out.

[01:11:51] Mr. Suiter: CML conference is 20th through the 23rd, right? Tuesday through Friday.

[01:11:58] Ms. Bock: [unintelligible 01:11:58].

[01:11:59] Mr. Suiter: There's got to be **[unintelligible 01:11:59]**.

[01:12:01] ?Ms. Bessey: I'm going this year.

[01:12:03] Mr. Suiter: Yes, June 20th through 23rd.

[01:12:08] Ms. Bessey: I think we need to double-check that because it's not what the city clerk just sent out.

[01:12:12] Ms. Crossan: Did he send it to you guys, because we didn't get it.

[01:12:15] Mr. Lacy: We have time to figure that out. We have at least all the meetings set up, upto that point.

[01:12:21] Mr. Suiter: We just have the wrong date, because it's Tuesday through Friday, and Tuesday through Friday is the following month.

[01:12:27] Mr. Lacy: [unintelligible 01:12:26] to their website.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:12:28] Ms. Bock: Yes, **[unintelligible 01:12:29]** website.

[01:12:30] Ms. Crossan: It's June 25th?

[01:12:31] Ms. Bock: Yes.

[01:12:32] Ms. Crossan: That's a Sunday.

[01:12:33] Ms. Bessey: [unintelligible 01:12:32]?

[01:12:36] Mr. Suiter: For the regular?

[01:12:39] ?Mr. Suiter: Maybe they want you to get there early so you can do the laze around.

[01:12:41] Ms. Crossan: Maybe because of the **[unintelligible 01:12:42]**, they're doing it at different dates because they didn't think--

[01:12:47] ?Mr. Suiter: [unintelligible 01:12:47].

[01:12:48] Mr. Suiter: Usually, we do our meetings on the 19th so the meeting should be on the 19th. They actually just looked it up online, Gary, it's the 25th and the 28th.

[01:13:00] Ms. Crossan: Which is a Sunday?

[laughter]

[01:13:03] Mr. Suiter: No kidding.

[01:13:05] Ms. Crossan: We could hold it down the day before **[unintelligible 01:13:07]**.

[laughter]

[01:13:10] ?Mr. Suiter: I'll let you do that.

[laughter]

[01:13:11] Mr. Suiter: Its somebody for you guys.

[laughter]

[background conversation]

[01:13:18] Mr. Suiter: You would not love that.

[laughter]

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:13:26] Ms. Crossan: Two hours?

[01:13:26] ?Mr. Suiter: That was two hours more than you want.

[laughter]

[01:13:31] Mr. Lacy: Then it sounds like, at least for now, we can keep the June 21st. At times throughout this process, there might be weeks where we have to move the meetings because of information, time, getting packs of information, whatever it might be. We'll set these meetings for now and we'll make adjustments as we go.

[01:13:53] ?Mr. Suiter: Do you have a preference on when **[unintelligible 01:13:53]** afternoon?

[01:13:55] Mr. Lacy: That was my next question, is timing.

[01:13:58] Ms. Crossan: I'd like to talk about town hall's inaccessibility to the public. Because for when you do townhalls at night, when it all gets **[unintelligible 01:14:08]**, when we do our morning one and **[unintelligible 01:14:10]**. We can get the broad public to come, I don't care what time our meetings are, mornings are good. We have to be cognizant of people in the public wanting to come to a meeting. How are we affording that if we do them during the day? Truly, I don't want to do a night meeting, but I'm concerned about public access and how that plays in it all.

[01:14:37] Mr. Lacy: Do you want to then schedule some separate town hall type meetings that are not in this kind of a meeting format? That are not work sessions per se, but are just getting updates on where we are so community can get some say?

[01:14:50] ?Mr. Suiter: That's part of the scope of the [crosstalk].

[01:14:52] Ms. Crossan: I just want to make sure that that's going to happen. Maybe it's a Saturday morning, maybe it's a Wednesday night. I don't know. I don't care what time our meetings are. I want to make sure that we give accessibility to the public no matter what.

[01:15:03] Mr. Lacy: Let's flesh that out, and we have that agenda item next time on the scope, public outreach. I think that's a great idea.

[01:15:11] Ms. West: If we can do that, then I would vote for morning meetings. This is complicated enough work. I really don't want to walk into this room after I've already had two meetings on completely unrelated subjects. I'll be better if you can catch me before that.

[01:15:27] Mr. Lacy: We started today at 9:00, is that okay, or any thoughts on that?

[01:15:35] Ms. Meyer: 9:00 is great.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:15:37] ?Mr. Suiter: 9:00 to noon?

[01:15:36] Mr. Lacy: 9:00 to noon, roughly just block off three hours there. It's okay to finish at noon, if y'all agree on it?

[laughter]

[01:15:44] Ms. Crossan: That's a pretty good lunch.

[laughter]

[01:15:49] Mr. Lacy: Yes. Why don't we plan on 9:00 AM on each of those days? Any feedback on that?

[01:15:54] Ms. Crossan: Okay, guys, I promise you have to help me. Our meetings were over at 10 o'clock. If I can get home, and have a good night's rest before we're in here at 9:00 the next morning.

[01:16:06] Ms. Bessey: We jump up and say, president [crosstalk]--

[laughter]

[01:16:12] Mr. Lacy: All right. It's perfect.

[01:16:15] Ms. Crossan: They're going to be 9:00 to 12:00?

[01:16:16] Mr. Lacy: 9:00 to 12:00 is roughly the final on those. All right.

[01:16:21] Ms. Crossan: Going back to the original thing on your agenda, you had the two-hour meetings here. It's really about 9:00 to 11:30 for us to work, and 9:30 to 12:00 for public comment.

[01:16:38] Mr. Lacy: Hopefully, we don't need two and half hours to do our work.

[01:16:41] Ms. Crossan: Towards the end of the meeting, whichever comes first.

[01:16:45] Mr. Lacy: I think some days we'll need that time and some days maybe we won't, that's probably how it'll work. Anything else on timeline, schedule, anything else? Okay. Expectations. What are we expecting from these? Ultimately, obviously here, that's a really loose, vague term, but as far as, obviously, our goal here is to get the annexation agreement done in a way that is acceptable to the city, the housing authority, and the community.

I mentioned it when we started the meeting, I think this is an optimistic timeline but if we're going to do this, and have a hope of finishing in this time, it's going to really require everybody comes to each meeting prepared and ready. You've done your homework, you've read your packet, you're ready to participate. Probably even more important is that you have worked, streamlined your communication process inside your board and your city council.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

So that you have the feedback you need to be able to negotiate the terms and get us to that point where we're ready to, hopefully, move ahead, and agree on each topic as we move forward. I know and I'm sure you've each had discussions on how that's going to look internally and how you get that communication from council and from your board. I think that is really critical to meet this timeline, is that you really have a streamlined process for getting that communication from your perspective board and council.

This goes back to meeting procedures, but I just want everyone to listen without interruption. I'll make sure everybody gets their chance to speak. We'll always be respectful. I'm not worried about that, and I'll use the rules of order to help dictate our conversation. Did anybody else want to add anything else on expectations, what you have for these meetings?

[01:19:01] Ms. Crossan: I think it's fair to say that we're all realistic about the chances of actually completing this work by the end of June. In my head, we're going for it and we're going to make it, but I also don't want there to be an uproar if we don't. I don't know what we do about that. I just want to keep that on mind.

[01:19:31] Mr. Lacy: I think we just don't let the timeline dictate our work. We make sure we get it right no matter what the timing is. That's just what we need to focus on.

[01:19:44] Ms. Crossan: I think everybody has to agree to that.

[01:19:48] Mr. Lacy: Really what we're setting today is our goal for moving. The goal would be at each meeting, we resolve each topic, in full, without any issues or questions. I think that's unrealistic. There will be times where we have rampant agreement on things and that will be great. In those cases, we can stop talking and we can move on. In those cases where we don't, and we have issues we need to refine and further work through, we'll take the time it needs to get those right. I think that's the attitude we all need to have. Kathy?

[01:20:27] Ms. Meyer: Does it make any sense to use the prior **[unintelligible 01:20:34]** annexation agreement as a starting point and look at the order in which-- What I'm looking for is, and I think Joel mentioned it earlier, let's go with the low-hanging fruit. Things that we might be able to come right out of the gate and see how all this process works, that we're talking about. There's an expectation I think, that somebody actually knows what those areas might be and I don't. Maybe it's between Jason and Gary to come up with the work like council does with its work schedule and come up with a list of those items and then the order in which we think we're going to have some success right away.

[01:21:25] Mr. Lacy: I think that's our last item today, is the annexation agreement outline.

[01:21:29] Ms. Meyer: All right.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:21:29] Mr. Lacy: Gary, he's put together this outline that has a lot of these topics and I think we can look at that and decide, "Does that order make sense? Do we need to make some changes on that order? Is there anything we're missing?" See if we can work on that next. What else? Outside of looking at this agreement, what are the other expectations?

[01:21:54] Ms. Crossan: I think we should just have our working rules of order. What you said should be stated. We have, all the committees said you don't speak over another person, we stick on agenda topics, whatever--

[01:22:10] Mr. Lacy: I think we include the rules of order with the packet in each meeting.

[01:22:13] Ms. Crossan: Exactly. What's at the top of the meeting?

[01:22:19] Mr. Lacy: Yes. That would be simple enough.

[01:22:21] ?Mr. Suiter: Totally agree.

[01:22:25] Mr. Lacy: Anything else on expectations before we talk about the annexation agreement outline?

[01:22:29] ?Mr. Suiter: Just a last thing, totally hear what you guys are saying about timeline. We're the ones who are by the most on timeline, if that makes sense. We absolutely respect it. We need to get it right when we need to get it done fast, so we hear you, and we're more than **[inaudible 01:22:48]**.

[01:22:48] Ms. Crossan: If we get something really sticky, we might need to add a meeting, as long as everybody's open to that. We've been two meetings on something, we might need to go off and figure stuff out and then come back. Yes?

[01:23:04] Mr. Lacy: Yes. I think I'm seeing there's a real commitment here to do this for the community. I feel like this group will do what it needs to to make this happen. Okay, anything else on expectations before we take a look at the outline? Annexation agreement? Anything else? [silence] Let's take a look at this annexation agreement outline. Gary, did you want to introduce this, to talk to us about it?

[01:23:38] ?Mr. Suiter: I can introduce this, yes. Correction, I did not put this together. This is the staff effort, collective staff effort. Should we put it up on the screen so everybody can look at it at the same time? Is anybody logged on?

[01:23:51] Ms. Bock: I can log on.

[01:23:53] ?Mr. Suiter: Okay. That'd be great. Thank you for that, Jennifer. I think what I'll do is I'll just introduce it with the approval criteria while she's logging on and putting it up there we can go ahead and start since this is everybody's packet. As we look at the approval criteria with the annexation agreement outlined, we talk about number one, that the proposed annexation would be compatible with the preferred

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

direction policies outlined in all of our master plans, the community plan, plus **[unintelligible 01:24:31]** other adopted plans.

Number two, was that this is classic planning stuff that is compatible with surrounding zone districts. It is a part of the urban, it included, most of this is properties included in the urban growth boundary. It's got to be compatible with sorrounding zone districts, land use,s neighborhood character, orderly development. Some of the words that are in there. That the proposed annexation's consistent with the purpose and standards of the zone district of TND, which is proposed for the land subject to the annexation.

I think this will be important as we all go forward and talk about our issues. That the advantages of the proposed annexation substantially outweigh the disadvantages of the annexation. I think we'll all have to have those conversations and weigh that in our own minds. Are there more pros than cons? Sometimes it might be on the public, but we'll need to talk about that too if we come to an agreement on that.

Of course, minimize any adverse impacts on the natural environment, and it lists everything in the natural environment. Got to protect our natural environment. That's what's going to make the annexation and this development livable for the long term. That it's consistent with any adopted guidelines, requirements for the inclusion of the affordable attainable housing. Those were pretty straightforward approval criteria.

The sections of the annexation agreement outline include, and I'm not going to get inot the details, we can put them on the screen and then look at them section by section. Section one is post-annexation land use approval process. For anybody that's watching, typically annexation is an act that's consistent with the Municipal Annexation Act passed by the state legislature in the 1960s. Then after that, you do zoning, and then there's a development plan and the development plan is reviewed. There's a post-annexation land use approval process. That's a whole separate process following annexation.

Section two. There's the outline, that was section one. Section two is just scrolling down. Then there's a general plan of development, which talks about unit types, numbers, phasing, parks, and on down the list. Scroll into section three. We'll go back and take a look at these city services operations, maintenance responsibilities, how we sustain this development for the long term, who's responsible for what. That includes things like water service infrastructure, the general municipal services of transit, equitable service levels is included in there as well.

Section four talks about affordability, sustainability of housing, and of course, those could be deemed rental restrictions conformance with the WSSAP, et cetera. Section five is exactions and dedication of land, and that lists parks, open space trails. We've been talking about the fire station. Thank you for listening to that, Jason, what, over a year ago, and the board?

Section six are the sustainability measures, and section seven, contingencies. What happens if. I think that's really important in any contractual agreement. You have to

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

ask what happens if things go sideways. It's best to work those out upfront when everybody's talking versus after the point and things could go awry and there's disagreement. Best to work out those contingencies upfront. I think we should just go through this section by section, put them up on the screen and get comments on this. Does that work for everybody?

[01:28:28] Mr. Lacy: Sure. I think we can do that.

[01:28:32] ?Mr. Suiter: I hand it back to you, Jason.

[01:28:33] Mr. Lacy: Sure. Then I think after we do that, make sure we're-- I think the comments we should see if anyone says there's anything missing, any subtopics within each section, do we need to add anything else to the discussion there? Then after we go through this maybe we can talk about which order. Whether it's this order or something else that we want to start plugging these in for the next few meetings. All right. Post-annexation land use approval process, feedback, comments on that? Anything we're missing here?

[01:29:08] ?Mr. Suiter: We'll probably ask for some exemptions from CDC requirements, particularly related to the subdivision improvements in three. For the purpose of just getting housing built sooner, if that makes sense, and not having to idly post money for the completion of public improvements.

[01:29:36] Mr. Lacy: Okay.

[01:29:37] ?Mr. Suiter: Jen, should we take notes on this, or do you want to do it at your own time? [crosstalk]

[01:29:39] Ms. Bock: Yes, I can add to it.

[01:29:39] ?Ms. Crossan: Maybe I'll just add-in.

[01:29:42] ?Mr. Suiter: That'd be great.

[01:29:44] Ms. Bock: In italics so you can see the changes?

[01:29:47] Mr. Lacy: Anything else?

[01:29:48] ?Mr. Suiter: That was the only thing we did zone. The city is also working on an update to the TND zoning code, that we may want to acknowledge in this. That's a collaborative process that the city is just getting going on. Where we can try to align the zoning code with what we're trying to build so that we can create more opportunities for streamlined approval processes, reduce staff burden for review, and such things. We don't want to set ourselves up to have a whole bunch of variances on day one.

Within that, I think we'll also be talking about the scope of administrative approvals, and maybe that's something that we discussed here or maybe we discussed within

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

the actual TND Zoning. I'm not sure how you guys want to handle that. Right now there's a limitation on what can be administratively approved. Like a row home project, as an example, would probably have rise to the level of the planning commission hearing if not a city council.

[01:30:52] ?Mr. Suiter: For what project?

[01:30:53] Mr. Peasley: Just row homes.

[01:30:54] ?Mr. Suiter: What's that?

[01:30:54] Mr. Peasley: Town house.

[01:30:55] ?Mr. Suiter: Oh, row homes.

[01:30:57] Mr. Peasley: Yes.

[01:30:57] ?Mr. Suiter: I thought it was an acronym you were saying. Never mind. Got it.

[01:30:59] Mr. Peasley: I think we want to have a conversation about whether that's something that could be administratively approved in this type of environment. So that if we build up half a block of row homes, is that something that needs to have full city council review **[unintelligible 01:31:19]**.

[01:31:23] ?Mr. Suiter: Your exemption is going back to, Jen, the YVEA requested exemptions for bonding and surety. Is that what you asked for? For infrastructure?

[01:31:32] Mr. Peasley: Yes.

[01:31:33] ?Mr. Suiter: Okay. Thanks, Jen.

[01:31:40] Mr. Lacy: Very good. What else? Any other topics or items to discuss under the Section one? Council staff, anything we're missing here? [silence] No? Okay, all right. Let's take a look at Ssection two. This covers a wide range of topics, but probably some of the most important pieces in here, general plan of development. Any topics we're missing here? Anything else to add? Any refinement on those subsections? [silence] We're good?

Okay, Section three, city services, operations, maintenance, responsibilities. This is where we get into transit, streets, water and wastewater, physical impact. Any other feedback, any changes, anything to add on this Section three? [silence] No? It may be the most quiet this room will ever be.

[laughter].

[01:33:10] ?Mr. Suiter: There's no substantive conversation so we'll just zip right through this.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:33:15] Mr. Lacy: All right. [chuckles] All right. Section four, affordability, obtainability of housing. Any other key discussion items there?

[01:33:31] Mr. Peasley: Can you tell me what Pacasa is?

[01:33:37] ?Ms. Bock: It's a group that represent--

[01:33:39] Mr. Lacy: I think you mean Pacaso?

[01:33:44] Mr. Peasley: All right. Isn't that the short-term rental or the partial company?

[01:33:48] Ms. Bock: Yes. It's a new model of small-scale timeshare that-- Where it's basically like individual properties are-- People can buy a share of a property and the property is then owned in the LLC that maybe has eight owners, they each own each share. It's not really a typical timeshare and that it's specific to that real property. It's not a shared thing.

[01:34:15] Mr. Peasley: You can thank the attorneys for this basically, because, and I say that as an attorney, because it's basically, I think, it's where people are starting to try to get around the short-term rental regulations by setting up an LLC and selling membership interests in the LLC to get around short-term rental restrictions and/ or timeshare restrictions.

[01:34:39] Mr. Suiter: In their own individual private residents, right?

[01:34:41] ?Ms. Bock: Right. It's like sharing, and it's like eight people share a second home. The Pacaso model doesn't allow short-term rentals, so only those owners claim for ownership use. They're not putting it out on the marketplace advertising as an STR.

[01:34:58] ?Mr. Suiter: Let's not get people's hopes up. They should be prohibited.

[01:35:03] ?Ms. Bock: Low-hanging fruit.

[01:35:04] ?Mr. Suiter: That felt nice.

[01:35:05] Mr. Lacy: [unintelligible 01:35:05].

[01:35:07] ?Mr. Suiter: STRs and all that stuff, any **[unintelligible 01:35:09]**

[01:35:09] Mr. Peasley: Okay. I just didn't know what it was thanks to the--

[01:35:14] Mr. Suiter: That can be pretty easy money.

[01:35:22] ?Mr. Suiter: [unintelligible 01:35:22] I'm sorry.

[01:35:24] Mr. Lacy: You're not going to advocate for that completely. **[unintelligible 01:35:27]** these houses **[unintelligible 01:35:28]**.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

42

f.42

[01:35:28] ?Mr. Suiter: No. The owner advocate **[unintelligible 01:35:29]**. We want to make it a revenue **[unintelligible 01:35:32]**.

[01:35:32] Mr. Lacy: Okay. What else? Anything else on affordability, attainability? Obviously, we'll get into all the details later.

[01:35:41] ?Mr. Suiter: Yes. We're intending that our targets as far as **[unintelligible 01:35:45]** and all of that are going to be responsive to the **[unintelligible 01:35:49]** over time? That's essentially the plan that we have. We think we know what it is today, but when we say today, that was six months ago when we at least took a snapshot of what the need is. It's going to constantly evolve **[unintelligible 01:36:09]**.

[01:36:11] Mr. Lacy: Who wants it?

[01:36:11] Ms. Crossan: We need to put the word flexibility in there somewhere or something related to that.

[01:36:16] ?Mr. Suiter: Yes. It's not to say that we're trying to not provide that type of housing, it's just that we need to be flexible to provide at 40% AMI, if that's what the need, versus 100% AMI, if that's what the need is or whatever.

[01:36:33] Mr. Lacy: That makes sense. Anything else on Section 4? [silence] Okay. Section 5, exactions/ dedication of land. This is where we get into parks and open space, fire station, easements, all sorts of topics, water rights, et cetera.

[01:36:58] ?Mr. Suiter: [unintelligible 01:36:58].

[01:37:02] ?Ms. Bock: [unintelligible 01:37:02] denied that request **[unintelligible 01:37:04]** property on the east side of town. When we get to parks and rec, you'll understand the inability for certain routes to have access to parks and open space on the west side of town and it's called equity.

[01:37:27] Mr. Suiter: Their proposal set them to take valued park and green space in town, just within **[unintelligible 01:37:34]** city and problematic on a number of fronts. Then looking at the equity issue and saying we need more development of these types of recreational facilities as we go west. That's what **[unintelligible 01:37:51]**

[01:37:51] ?Ms. Bock: The sports part is not there, it's indoor field house and sports complexes. That could be something that is large and indoor so people can be there year-round. The sports complex would be potentially outdoors with fields and things like that.

[01:38:07] Ms. Crossan: It doesn't have to be the group that's previously come in front.

[01:38:12] ?Ms. Bock: It's just like, "What can we do for our community to have a recreation available to them, both indoors and outdoors."

[01:38:19] Mr. Lacy: Got it. Very good. What else? Anything else on Section 5? [silence] Good?

[01:38:32] Mr. Peasley: Just a question about the arts and humanities exaction. Is there a particular standard for that?

[01:38:46] Mr. Suiter: Standard like an organization or?

[01:38:48] Mr. Peasley: Well, that's just the one that I've never seen any exaction for.

[01:38:53] Mr. Suiter: Oh, is that like a public art thing? Is that what you're getting at in that section?

[01:38:59] ?Ms. Bock: When we talked about effective, we can put public art into the parks **[unintelligible 01:39:05]** we know will be developed. There's also interests from community groups to be able to do something on the west side of town. Other agencies, these are just ideas, these aren't **[unintelligible 01:39:20]**. Definitely, we want to make sure arts and humanities is included in the conversation.

[01:39:27] Mr. Suiter: It could be public art, it could be ampi theaters, it could be performing arts centers. All of those have been on the burners here for years.

[01:39:35] Mr. Peasley: Got it. **[unintelligible 01:39:36]** I just wanted to know what it is, but thank you.

[01:39:40] Mr. Suiter: Yes. It's not a specific project. It's just there's been talk for years about developing those types of facilities.

[01:39:51] Mr. Lacy: Anything else there in Section 5? Include it on the list. All right. Section 6, sustainability measures that energy efficiency, and related topics. Okay **[unintelligible 01:40:16]** '21 account?

[01:40:19] ?Mr. Suiter: Right, 2021.

[01:40:21] Mr. Lacy: Yes, **[unintelligible 01:40:21]** code. We've done an energy master plan, or we're in the process of doing that. It's the baseline that we resumed as in 2021.

[01:40:29] ?Mr. Suiter: Good.

[01:40:30] Mr. Lacy: Great then.

[01:40:32] ?Ms. Bock: Thank you for doing that.

[01:40:33] ?Mr. Suiter: That's great.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:40:34] ?Ms. Bock: It's going to be a tough one for people to swallow in some respects. Next, if we can hit affordability, sustainability is the nice thing for us.

[01:40:50] ?Mr. Suiter: Right, balancing act.

[01:40:52] Mr. Lacy: Yes, so it's also not an issue from our standpoint committing to those **[unintelligible 01:40:57]**. That's our mandate.

[01:41:00] ?Ms. Bock: I don't want to do the vision mission **[inaudible 01:41:02]**.

[01:41:07] Mr. Lacy: All right. Contingencies, Gary mentioned this, and those are very important. Anything else there? That's it. All right. Well then, let's talk about the order how you want to discuss these items. Gary, was this put together as any certain time sequencing? Or is this just a list that was put together?

[01:41:38] ?Mr. Suiter: I'm sure there were thoughts into the sequencing here.

[01:41:44] ?Ms. Bock: Rebecca's shaking her head. No, fine.

[laughter]

[01:41:48] ?Mr. Suiter: I did know the post-annexation. I thought, "Well, should post-annexation go less then?" Just a thought. Then when I look at the meat, the general plan of development, a long-term **[unintelligible 01:42:00]**, those are biggies. Do you want to take low-hanging fruit first, or do you want to jump right in?

[01:42:08] ?Ms. Bock: I think we should just say what's going to be easier and what's going to be harder, and see where the balance is, or lack of balance. We may or may not be right about that. Right?

[01:42:18] Mr. Lacy: There's your question. You can either do this a couple of different ways. Kathy and I think Robin, you mentioned, we could do what we perceive at the time, at least right now, to be the low-hanging fruit, and take that first. Or, do we want to really hit the meat of the discussion first being as Gary mentioned, what I would see in section two and section three? Those are the real meaty topics. Once you get some consensus on those things, as soon you do, which I think you will, then the rest of the pieces may fall into place a lot more easily.

Also, I think there's something to be said that these items particularly in section two and three might be the ones that get even more public feedback. If these sections really deal with the overall scope and vision of the entire project, not to say any of the other sections are less important, they certainly aren't. I think these are the real key sections that really drive the overall vision of the annexation itself. You tell me, I'm happy to go in either direction.

I initially was thinking, "Let's try to hit the low-hanging first," but in some ways, I also feel like to really get our heads around the key issues early, and the bigger picture issues earlier might be better to really spend our time doing that. It also might be a

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

way to generate more public interest more quickly. You tell me, I'm happy to go in either direction.

[01:44:04] ?Ms. Bock: To the extent that decisions that are made, for example, about the items of sections two and three will have an influence on how the other things are decided, which may be financial. It could be, I can imagine, a lot of reasons. It would make much more sense to do it as you suggest, rather than make a lot of really cool decisions on the low-hanging fruit, and then find out later either that handicaps, or it pushes the decision on a big item in a direction that we might not otherwise have gone.

[01:44:45] Mr. Lacy: Right.

[01:44:46] ?Ms. Bock: If we've used up all the money doing all the cool stuff, and we don't have anything left, that is a waste of time.

[01:44:54] Mr. Lacy: Right.

[01:44:56] ?Mr. Suiter: I'm okay with doing the big stuff first. I think the question is is that, what's the documents that we really need to have those conversations, and **[unintelligible 01:45:06]** probably water demand report, traffic study, and fiscal impact model are the big ones. Many of those are underway but not complete. The timing of those will dictate whether we're prepared to really have that conversation. We don't want to have a half-informed conversation.

[01:45:38] ?Ms. Crossan: The other thing is, we already have two major documents that I think would be really good to, if the city does not have, is to go to our community development plan, that's a 200-page document. It's on our website, but forward it, and it does have, if I remember, an executive summary session or summary section. It talks about our vision for-- that document was the result of, I don't want to paraphrase if I'm wrong, but basically, two years of hundreds of public outreach meetings.

Then the other document, I think is the ULI recommendations that would talk about, again, what we see as our next steps. I don't think there's anything that's in those documents that you shouldn't know about. Some of the other documents are in process or in the works. For example, unit types and numbers. I don't know. I mean, we've got some ideas, but to start there, that's so granular. That's kind of down the road, but we have a phasing plan. I don't know that we're ready to answer unit types, are we?

[01:47:15] ?Mr. Suiter: Broadly, yes.

[01:47:15] Mr. Lacy: Broadly?

[01:47:16] ?Mr. Suiter: Yes.

[01:47:18] Mr. Lacy: With that flexibility you talked about earlier?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:47:20] ?Mr. Suiter: Yes. I think that that information though, as a starting point might be a good place because, all of the analysis that we're talking about in the fiscal impact model, in the water demand report, in the traffic model is based on that number. That's a baseline assumption that we have to say exists, and there's some variability baked into that, but ultimately, it's in the 2,300 unit range for the entire build-out. I think that may be a good place to start with, just the facts of where we're starting from, and what the analysis is being run upon.

[01:48:05] Mr. Lacy: Maybe we could start with the discussion of your overall vision with the unit types, numbers, that basic outline, and the phasing plan. Would you be able to come with us to that as a starting point? That would make some sense. I think that sets the stage really well for later discussion.

[01:48:27] Mr. Suiter: Don't you have parks and open space identified as well?

[01:48:31] ?Mr. Peasley: Yes.

[01:48:31] Mr. Suiter: Then knock that one off.

[01:48:32] ?Mr. Lacy: Yes.

[01:48:35] ?Mr. Peasley: Going down that list, we engaged the Wildfire Consultants. They give us recommendations on best practices related to wildfire litigation. That's something that's been a big topic from the community. There's no standards from the city at least now related to that. Then our concept related to infrastructure and all that. We have big-picture concepts related to infrastructure that we can go over about what we intend to be doing.

Some of that's going to be molded a little bit based on our decisions related to our energy master plan. Gas, no gas, electricity, those types of things. Perpetual electricity, how much **[unintelligible 01:49:21]** set. We could go through at least an initial conversation of **[unintelligible 01:49:33].**

[01:49:36] Ms. Crossan: Are you ready for that on February 1st?

[01:49:40] Mr. Peasley: Yes.

[01:49:40] ?Mr. Suiter: Yes. It's all in the document, so it's not like we're producing new things.

[01:49:47] Mr. Lacy: That's in your annexation petition that you've already provided?

[01:49:51] ?Mr. Suiter: It's in the--

[01:49:51] ?Ms. Crossan: Community.

[01:49:53] ?Mr. Suiter: Yes. It's in the community plan.

[01:49:54] ?Mr. Peasley: Oh, sorry. It's in the plan.
File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:49:55] ?Mr. Suiter: The plan, Yes.

[01:49:58] Ms. Wood: I think it's a great place to start too because we've already gotten a lot of public feedback and input on it, so we don't need to get as much time to the public to talk about those particular aspects, because there is lots of outreach done.

[01:50:13] Mr. Lacy: Okay. Well then, why don't we plan on starting February 1st with that section two, and you can, one of you check and provide the materials, and present on that day to provide an overall synopsis on the A through F. Kathy mentioned earlier we have the old brand gray outline, will that also include a working draft of subsections related to these topics on an annexation agreement, or how would you envision that?

[01:50:52] ?Mr. Suiter: I haven't reviewed that document recently.

[01:50:54] ?Ms. Meyer: I was going to say we need to dust it off.

[01:50:56] ?Mr. Suiter: Yes. We can provide that, because some of it again is fairly factual. It's not a controversial thing to say we intend to build X number of units with these types of products in this phase parts. As identified in this **[unintelligible 01:51:17]**, I don't think that would be a difficult haul for us to do that. May not be a lot of meat on the bone, to be honest, because it literally is just what we're proposing.

[01:51:30] ?Mr. Peasley: I love it.

[01:51:31] ?Mr. Suiter: Yes. **[unintelligible 01:51:31]**

[01:51:32] ?Ms. Wood: It's a start.

[01:51:33] Mr. Lacy: Yes. You have to start somewhere. Okay.

[01:51:38] Ms. Crossan: The feedback from the meeting will allow you to have **[unintelligible 01:51:40].**

[01:51:44] Mr. Lacy: Okay. All right. We'll start there on February 1st. Now, we're obviously not going to meet our usual two-week turnaround here [laughs] on this first go around, so when do you think you might be able to get that information over to Rebecca and staff for that meeting?

[01:52:11] Ms. Crossan: I'm thinking if you had most of that already, and can get forwarded, but if you have to dust off the original annexation agreement, and that would be provided maybe by Monday, or even Tuesday before the meeting as a rainbow item that we have it to look at, at least we have the framework for it, because it's not the detail. I mean--

[01:52:35] ?Ms. Meyer: I take the city has it.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:52:37] ?Ms. Crossan: No.

[01:52:38] ?Ms. Meyer: The brave way--

[01:52:39] ?Ms. Crossan: Yes.

[01:52:41] ?Ms. Meyer: Oh, look. Reread it.

[01:52:43] ?Ms. Crossan: Yes.

[01:52:44] Mr. Peasley: Yes. We would essentially propose language.

[01:52:46] ?Ms. Crossan: Right. Your documents, you could probably get to Rebecca today, even though it's Friday, and everybody **[unintelligible 01:52:55]** from working.

[01:52:59] ?Mr. Lacy: Well, I'm certain you guys are all-

[01:53:01] ?Ms. Crossan: Oh, wait **[unintelligible 01:53:01].**

[01:53:02] ?Mr. Lacy: -talking out right, didn't you?

[01:53:04] ?Ms. Crossan: Out of here.

[01:53:04] ?Mr. Lacy: [unintelligible 01:53:04].

[laughter]

[01:53:08] ?Mr. Suiter: I think we can get information probably by Wednesday next week so that we can get that out.

[01:53:14] ?Ms. Crossan: Yes.

[01:53:15] ?Mr. Suiter: We know **[unintelligible 01:53:15].**

[01:53:16] ?Ms. Crossan: [unintelligible 01:53:16].

[01:53:18] ?Mr. Suiter: If we get that out Wednesday or Thursday to the group, then we have a week.

[01:53:23] Mr. Lacy: Okay. Very good. Then that will be first. That's our first meeting. Second meeting, do you want to continue down section 2 discussion? Do you want to hold on that and do city service, maintenance responsibility discussion next? Sounds like this might be trending more towards Cindy to prepare the second meeting packet, but any feedback on which of those topics you'd like to hit next?

[01:54:00] ?Ms. Meyer: Yes, I think section 3 would inform the finance side. If we finish with what I'll call 2A, the top part of 2 and section 3, then we can circle back to funding.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:54:23] Mr. Lacy: You're saying second meeting, maybe we focus on?

[01:54:28] ?Ms. Meyer: How far we get through section 3.

[01:54:31] Mr. Lacy: Yes. We would definitely start on city discussion of their city public utility services. Well, if we're going to talk about water and wastewater and things like that, do we need the water demand report for that?

[01:54:46] ?Mr. Anderson: I don't think we do for the initial discussion.

[01:54:48] Mr. Lacy: Okay.

[01:54:48] ?Mr. Anderson: Yes. I think since it's such a high dollar figure, a good introduction might help everybody, and then they can have that, at least in the back of their mind, as they consider the other items.

[01:55:00] Mr. Lacy: Okay. We have that in our scope of work already with Leonard Rice to do that work. There's probably needs to be scope meeting with you guys, so I would imagine. Okay?

[01:55:14] ?Mr. Suiter: Yes, we can do that anytime.

[01:55:16] Mr. Lacy: For that second meeting, would we just focus on that section 3A or? I'm just trying to think within the time constraints of us having two, two and a half hours to talk through things, is that enough for one meeting, and then we save general municipal services for the next meeting? That seems like it would make sense to me.

[01:55:42] ?Ms. Crossan: Yes.

[01:55:44] ?Mr. Suiter: Basically water waste, water storm water on meeting 2?

[01:55:48] Mr. Lacy: Yes. We would do section 3, subpart A in the second meeting. Then maybe we could transition meeting 3 to be section 3, subpart B.

[01:56:06] ?Ms. Bock: Then pick the one after that. Could we do two topics? Is it possible to do the fiscal impact, and then the use of the STR taxes in one meeting-- [crosstalk]--

[01:56:16] ?Ms. Crossan: In that conjunction that we've talked about.

[01:56:17] ?Ms. Bock: All things fiscal.

[01:56:20] Mr. Lacy: You think by meeting 4, you'll be far enough along in your fiscal impact model?

[01:56:24] ?Mr. Suiter: I think so. Kayla, how do you feel about this?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:56:28] Kayla: I think it'll be important to have the consultants actually come and present to this group, and actually present the findings.

[01:56:36] ?Ms. Crossan: Why don't we find out when they can come? Because to me, I know you guys all said 2 and 3 are the most important. I would probably say 5 is the next one. It's going to be sticky. If they can't come, we could pop 5 in before then this goes.

[01:56:52] Mr. Suiter: March 15 would be a fiscal meeting?

[01:56:56] Mr. Lacy: [crosstalk] That'd be the fourth meeting.

[01:57:00] ?Mr. Lacy: It would be March 1st?

[01:57:03] ?Ms. Crossan: March 15th for--

[01:57:04] ?Participant: What's on March 1st?

[01:57:05] Mr. Lacy: We're considering this meeting-- [crosstalk]

[01:57:06] ?Ms. Crossan: 1st would be general municipal services.

[01:57:09] Mr. Lacy: What I have so far is, first meeting we're going to do basically the topics under section 2, subsections A through F again. It sounds like housing authorities are ready for that meeting. Two would be section 3, subpart A. Meeting 3 would be section 3, subpart B.

[01:57:32] ?Mr. Suiter: That's the first motion.

[01:57:33] Mr. Lacy: Then meeting four would be section 3, subpart C. This will impact-- [crosstalk]

[01:57:39] ?Ms. Crossan: Along with the section 2 G.

[01:57:43] Mr. Lacy: We may have to do that over two meetings, but the next part, either meeting 4 or 5 would be the use of the STR tax revenues, timing, phasing, bonding, et cetera. Those are interrelated on the financial aspects.

[01:58:02] ?Mr. Suiter: Finance probably will take a couple of meetings.

[01:58:04] Mr. Lacy: Yes, for sure. I think it's difficult to break out the STR from the fiscal model. The fiscal in that model is looking a lot at more like operational side of things. There's also a whole capital funding thing. I think it's in all of this that we have to discuss. Ultimately, just like Gary's saying, maybe this is all under the same discussion, but we may need more than one meeting to cover all that. I would suspect we will. That covers at least four or five meetings there. To me that knocks off that section 2, section 3, we've covered. After that, should we transition to section 5? Robin, you suggested that as the next maybe.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[01:58:55] ?Ms. Crossan: It's going to be a tough one.

[01:58:57] Mr. Lacy: Important items to discuss. Those are broad. That's a lot of different topics on the same day.

[01:59:09] ?Ms. Crossan: Because the water rights under there is like-- yeah.

[01:59:16] Mr. Lacy: Seems like maybe the water rights would be the high level big issue. Water rides, parks, and open space, trail easements. Really hit those first, and then see how far we get on those. Then which topics we hit out of section 5 next. Maybe after that, do you want to go to the affordability discussion, or the sustainability discussion?

[01:59:55] ?Ms. Crossan: Sustainable first because it has to become affordable, or do affordable before the sustainable.

[02:00:01] ?Mr. Suiter: Our priority is affordable before sustainable.

[02:00:03] Mr. Lacy: Right, I would agree. Let's do that next. That would be the seventh meeting, roughly. I'm not being very optimistic here. I think we'll be--

[02:00:17] ?Mr. Suiter: It's **[unintelligible 02:00:17]** first.

[02:00:18] Mr. Lacy: I'm just basically putting in order what we want to hit first.

[02:00:22] ?Mr. Suiter: That's fine, making sequences.

[02:00:25] ?Ms. Crossan: **[unintelligible 02:00:24]**.

[02:00:26] Mr. Lacy: Then let's follow the affordability discussion with the sustainability measures.

[02:00:34] ?Ms. Crossan: Then the post-annexation sequence.

[02:00:36] Mr. Lacy: Then we could do Section 1, the post-annexation items, our ninth topic.

[02:00:43] ?Mr. Suiter: That's section 1?

[02:00:44] Mr. Lacy: Yes, and then save the contingences for last.

[02:00:50] ?Ms. Crossan: Yes.

[02:00:50] ?Mr. West: Yes.

[02:00:52] Mr. Lacy: That's 10 meetings. You can see already we have to be sequencing all these very quickly to--

[02:00:59] ?Mr. Suiter: We have one meeting of **[unintelligible 02:01:00]**.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[laughter]

[02:01:03] ?Mr. Suiter: 10% air.

[02:01:04] Mr. Lacy: Right.

[02:01:04] ?Mr. Suiter: We'll make up some times.

[02:01:06] Mr. Lacy: Steph, did you see the sequencing?

[02:01:13] ?Ms. Bessey: I think so. I just had one question. I have it at 10 meetings too, but I have meeting number five reserved for the fiscal component.

[02:01:21] Mr. Lacy: Yes, that's right.

[02:01:22] ?Ms. Bessey: Is that? I want to make sure I had.

[02:01:23] Mr. Lacy: That would meeting four and five would basically be discussion of Section 3C and Section 2G.

[02:01:35] ?Ms. Bessey: Right, okay.

[02:01:40] ?Mr. Suiter: I guess this is meeting zero, organizational.

[02:01:43] Mr. Lacy: This is organizational. It's just trying to get us on a track to send us forward.

[02:01:49] ?Mr. Anderson: I understood, Jason is going to present Section 2A.

[02:01:54] ?Mr. Suiter: Correct.

[02:01:55] ?Mr. Anderson: Then at some point, we have to have detailed conversations about that when we want.

[02:01:59] Mr. Lacy: Sure.

[02:02:00] ?Mr. Anderson: Tricky ones will be transportation and traffic, and it'll need to be informed by Kerry's traffic study. We probably need to pencil that sometime in May.

[02:02:13] Mr. Lacy: I had transit down in Section 3B. That we roughly scheduled for our third meeting, but we could certainly move that around if we needed to on the transit.

[02:02:26] ?Mr. Anderson: That's transit, right?

[02:02:28] Mr. Lacy: Yes, yes.

[02:02:29] ?Mr. Anderson: We still need to talk Highway 40.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:02:32] ?Ms. Bessey: When we get to our 8, 9 and 10 meetings, doesn't it make sense that that's where we bring back more information, or when we have the meeting on March 1st for the-

[02:02:44] ?Mr. Suiter: Review.

[02:02:45] ?Ms. Bessey: - then we decide when we tag the follow up onto it?

[02:02:51] ?Mr. Suiter: March 1st **[inaudible 02:02:52]**.

[02:02:53] ?Ms. Bessey: Section 3.

[02:02:54] ?Ms. Crossan: Section 3B **[unintelligible 02:02:55]** transit.

[02:02:58] ?Ms. Bessey: I think he's talking about infrastructure.

[02:03:00] ?Mr. Anderson: Right. Transit service is going to be a different topic within the highway **[unintelligible 02:03:06]**.

[02:03:11] Mr. Lacy: You're talking more the public infrastructure piece and all that?

[02:03:14] ?Mr. Anderson: Yes.

[02:03:17] Mr. Lacy: The cost shares and all those things?

[02:03:18] ?Mr. Anderson: Yes, it's going to be one of the harder discussions. It needs two.

[02:03:23] ?Ms. Crossan: Is there a way to do affordability, sustainability, contingencies, or post-annexation? Is there a way to combine two of them? Instead of having four separate meetings, is there a way maybe to make that three meetings?

[02:03:38] ?Mr. Suiter: I think affordability, sustainability should be the easy ones.

[02:03:42] Mr. Lacy: That could be together. We can leave--

[02:03:49] ?Mr. Suiter: We'll have a lot more detail about our energy master plan, but to where we could say, "This is the road we're going down for energy," literally, as it relates to energy efficiency, charging, and all that **[unintelligible 02:04:05]**.

[02:04:06] ?Ms. Bessey: Is it possible then like the number five, the dedication land would be April 12, which would be the sixth meeting? Then do what John wants the CI, and all that stuff on the seventh meeting, and we're putting together four and six for the eighth meeting?

[02:04:21] Mr. Lacy: Yes, I think we'll plan on doing it. It sounds you're ready to give big picture as part of our first meeting here to discuss phasing parks, and public infrastructure in general, but then we'll need to reserve a later meeting, and

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

hopefully, as Robin's saying, we can combine the affordability and sustainability discussion, and give you, give a later meeting time to allow for the more detailed public infrastructure discussion with the traffic study.

[02:04:52] ?Mr. Suiter: Yes, you want to check with Kerry if she can meet a deadline of two weeks prior to April 26th, you know, traffic **[unintelligible 02:04:58]** investment.

[02:05:00] Mr. Lacy: Okay.

[02:05:04] ?Mr. Anderson: Pardon the interruption. Will there be an opportunity for public comment? I've got to get to the airport to pick up a friend.

[02:05:10] Mr. Lacy: We can. I assume you are welcoming that today.

[02:05:14] ?Mr. Anderson: Sure?

[02:05:14] Mr. Lacy: Is that fine today? you're welcome to go ahead, sir,

[02:05:16] Mr. Denny: My name's Rick Denny, and lived here since 1978, and I was looking at the approval criteria, and I think there's an omission in there, whereas, and maybe this has been covered somewhere else, but I think it'd be important that the annex area would be self-funded, and be no burden, or on existing or future city budgets. I think that's a very important point about the potential annexation going on here. I don't see it anywhere in the approval criteria. Section three starts to address it, but really, I think it should be really the baseline is, who's going to pay for this, how much is it going to cost, and how's it going to be done?

[02:05:59] Mr. Lacy: I think we'll definitely be getting into all that physical discussion by meeting three or four, or four or five, somewhere in there. That's, we'll definitely be getting into that.

[02:06:10] ?Mr. Denny: Okay. Well, that's my major thing is, I know there's a lot of people in the community that are really concerned that with this going in, it's going to either produce a drain on city services, or the City Council's going to have to go after property tax, or some other taxation or fees to pay for the extended services for public works and police, fire, water, all the other things associated with this bill.

[02:06:37] Mr. Lacy: Okay. Thank you, Rick.

[02:06:38] ?Mr. Denny: All right. Thank you very much.

[02:06:39] Mr. Lacy: Thank you. Any other public comment? Yes, sir. Please give us your name and--

[02:06:45] Mr. Jordan: My name's Larry Jordan. Just real briefly, going over some of the items. It looks like there is one plan. Take it to leave it. That's like, you'll need to buy a car. Okay. Maybe you need a Jeep because you have a ranch. Can't do

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

that. Toyota Prius, take it or leave it. I think there should be some alternatives with different costs. This looks to me like it's an extremely elaborate utopian plan, and I think it's way too expensive.

I think we're getting away from the basics. Basic is to provide housing for people that need it. The term affordable, attainable, sustainable, those are all thrown around, but there's no dollar amounts attached to those. I would suggest you put dollar amounts on those that if you can't provide somebody to buy something for 100,000, you're going about it wrong. If you can't provide housing for 25% of the average gross income, you're going about it wrong.

You can simplify this, get back to basics. Simplify, simplify, simplify. It's going to be a lot less expensive, which is one of the concerns of a lot of the people that have been there, done that. I think that needs to be more of a focus. You mentioned the indoor, recreational facilities, things like that. Why can't we use the school? We just built a new school.

They got a gym, they got a football field, they got a soccer field. There's your recreational facility. There's going to be another school built out there in probably about the same time this neighborhood goes in, there's your recreational facility. Why do we have to double-dip?

That's, next meeting, I'll go over this, and go back over to some thoughts that I had while I was watching it, but that's just on the surface. Highway 40, forget about it. When we built the new school out there, the C-DOT was all about eliminating access to and from Highway 40. You're going to have to use County Road 42. That's just my experience with dealing with that project, that there was not going to be any entrance, exits, anything under Highway 40. That's why we've got the roundabout, the light, so forth, and so on at 42 to keep the state highway people happy. That's just a few things off the top. I'll have more later. Okay.

[02:09:25] Mr. Lacy: Thanks, Larry.

[02:09:26] Mr. Jordan: That's, like I said, and I'll look, I'll review this, take some more notes. I didn't know if you were going to have public comment today or not. When I come back, I'll have a little more concise, and just gen definitions I think need to be there. What is considered affordable? What is considered attainable? What is considered sustainable? What kind of funding is going to be available for some guy that maybe has bad credit, made some mistakes in life, and he's trying to get back on his feet. Are there going to be avenues for him to try to come up, reestablish himself, things like that?

[02:10:08] Mr. Lacy: I'm certain we'll get into a lot of these details, and you're certainly welcome to come to all the meetings, and make comments. Send emails, and calls as well.

[02:10:19] Mr. Jordan: Thank you.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:10:20] Mr. Lacy: Thank you, Larry. Appreciate it. I think we've hit, at least for now, at least a general outline of the topics, and getting those covered in. Let's just make sure I understand, at least for the initial few meetings, we have assignments. Housing authority is responsible for getting together the packet for the first meeting, getting the materials together. I'll send those to Rebecca. Meetings two and three, it looks like that's mainly going to be focused on City items. That's section 3A and section 3B. That would be on the City's shoulders for now. The next couple meetings, we roughly said meetings 4 and 5 would be on the fiscal issues. That's section 3C and section 2G.

That's really a combined effort. I think we'll obviously need the fiscal impact model from the housing authority. We'll also need material from the City on the SDR tax revenues, et cetera. That's probably going to be more of a combined effort. That really maps us out for the first few meetings. Do we want to keep handing out assignments for now, or do we want to just let that be where we stand and see how the meetings go from there?

[02:11:47] Mr. Lacy: We'll take the lead on a master schedule of works. That includes the meetings, the topics, the deadlines for when the-- all of this stuff that we've talked about.

[02:11:59] Larry: That'd be great.

[02:12:00] Mr. Lacy: We'll get that into some format that is useful. We'll take the lead on reasoning that, and get that out as soon as possible so that we can look at that, and be like, "Okay." You start to see the interplay of all at once.

[02:12:17] Ms. Bessey: That should be in every agenda packet. If we're out our times now at the next meeting, we get the next one. There will always be meetings out.

[02:12:28] Larry: Yes.

[02:12:30] Ms. Bessey: Jason?

[02:12:31] Mr. Lacy: Staying organized.

[02:12:34] Ms. Bessey: I needed to get your attention. The sooner you can get that to m,e the better, because then we can plug in the agenda deadline, the packet deadline, work all that backwards so we have deadlines, we know what all the deadlines and dates are.

[02:12:48] Mr. Lacy: We'll collaborate directly with you and just get it all into one document.

[02:12:52] Ms. Bessey: Excellent. Thanks.

[02:12:54] Mr. Lacy: Very good. What else?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:12:57] ?Mr. Lacy: We'll probably do it online. We may just be able to create a situation where everyone has access to that, and also, there'll be a few that have editing rights. That we can just work with that, and it's easily available for everyone.

[02:13:13] Larry: Is there anybody else online wanting to comment? The six people?

[02:13:19] Mr. Lacy: Can I **[unintelligible 02:13:20]**? I can't see.

[02:13:21] ?Mr. Jordan: Oh, I see a six **[unintelligible 02:13:23]**

[02:13:23] Ms. Meyer: I see a six on the bottom.

[02:13:25] ?Participant: I think I only see one public person online. HM, unless that's **[unintelligible 02:13:33]**

[02:13:32] ?Mr. Jordan: It's not me.

[02:13:34] Mr. Lacy: Okay. Anything else? Anything we didn't cover today? Anything? Yes, Rebecca.

[02:13:43] Ms. Bessey: Just wanted to know for that first meeting, or for the next meeting I should say. In addition to section 2A through F, we need to add the community outreach plan discussion.

[02:13:55] Mr. Lacy: Yes. We do need that. That needs to be on that agenda as well. Maybe we start with that. Let's start with that public outreach discussion first, and then we can roll into your presentation on section 2A through F.

[02:14:09] Mr. Peasley: That'll be good. I think getting that sorted out and figured out is going to be very important.

[02:14:15] Mr. Lacy: Yes, absolutely. That's next one meeting then?

[02:14:18] Ms. Bessey: And quickly. We get all the information, boom, boom, boom. We can go check, boom, boom, boom because of this and that, so that we have time for the meeting.

[02:14:26] Mr. Lacy: Right. What else did we miss? Anything else? This is going to be easy, right?

[02:14:36] ?Mr. Peasley: Escape. [chuckles]

[02:14:36] Ms. Bessey: And quit.

[02:14:40] Mr. Lacy: That's right. That's right. Hey, we're good. I'm excited. Thank you everyone. This this is great. I know it's a lot of hard work, and it's been a long time coming. This is the third effort at annexation in this area. Hopefully, third time's the charm, right?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[crosstalk]

[02:14:57] Ms. Bessey: This is the one.

[02:14:57] Mr. Lacy: All right. Thanks everyone. We'll see you here on February 1st. 9:00 AM. Oh, well, wait. Before we adjourn, are we going to keep meeting here in this room, or will our meetings be Council Chambers, Crawford? Will this generally be the meeting space? Does it matter?

[02:15:18] ?Ms. Crossan: If this works, this is the room.

[02:15:21] Mr. Lacy: This room stays same.

[02:15:22] Ms. Bessey: Yes. I've been working during the meeting to get this room cleared up for all of those days.

[02:15:27] ?Ms. Crossan: It's our only Zoom room.

[02:15:30] Mr. Lacy: We'll be in here?

[02:15:31] Ms. Bessey: Yes.

[02:15:31] Mr. Lacy: Okay.

[02:15:32] Alex: I think we need consistency.

[02:15:33] ?Ms. Bock: Can I ask a question? What about the out at the community center, the room, we had part of our retreat on a few Fridays ago. Do we have the capabilities for Zoom in there in case we need an alternate site?

[02:15:45] ?Participant: It's really difficult to see from your guys' meetings that we had, the community meetings. It's doesn't have Zoom right now.

[02:15:57] ?Ms. Bock: Okay.

[02:15:59] ?Ms. Crossan: All right. Public-private partnership. We talked to Rob Pearlman because the conference room and the OP Center has everything. That would be neutral location as well, if we had to have an alternate.

[02:16:13] Mr. Lacy: As far as if we are in here, I'm assuming if there are people online that want to make some public comment, am I going to have control to help unmute them, or how does that work?

[02:16:26] ?Ms. Bock: Usually we have our tech person watching our meetings and doing that.

[02:16:30] ?Ms. Crossan: He's already on there.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:16:32] Alex: I wanted to bring that up. Are we going to have a three-minute timer? Is this going to be a public comment that is, so that way I'll bring the three-minute timer in so that people know that they can see the three-minute timer going, and that they have their three minutes. That's the next question. If we're in the chamber, I can hook that up. If we're in here, I just need to know if we're going to put a three-minute timer in for these meetings.

[02:17:00] ?Ms. Crossan: I think its better to be here.

[02:17:04] Mr. Suiter: Yes, a three-minute timer here.

[02:17:06] Alex: Great. That works great. I'll just make sure that I'm ready for public comment, and I'll run the timer for you.

[02:17:13] Mr. Lacy: You'll be managing the muting and unmuting of everyone. I don't have to do that?

[02:17:17] Alex: That's correct. I can see if anybody is online, if they raise their hand just like they do in city council, I can address them, and then, we can allow them to be muted, unmuted, all that stuff.

[02:17:30] Mr. Lacy: Okay. Perfect. The man behind the curtain. Thank you, Alex. All right. Anything else we missed? Anything else? No. **[unintelligible 02:17:43]** for now.

[02:17:44] ?Mr.Suiter: This was very productive. Thank you.

[02:17:45] Mr. Lacy: Yes, it was good.

[02:17:46] Ms. Crossan: Are we going to be formal with motion of-- will we be making motions and stuff, or are we just going to all be agreed?

[02:17:55] Mr. Lacy: No, we're going to have motions, and that's in the rules of order. Somebody will need to make motions to approve or deny. Hopefully, no denial motions. Hopefully, if there are still open issues, we can just continue discussion, but I would want a motion, second, and then we'll get a vote of the four committee members too.

[02:18:19] Alex: I think it's important to note that those are recommendations of the organization, and still going to require approval. By the way, VHA board and the City Council by the parties. Everything we do here is, it's meaningful, but it still needs final approval by our respective boards.

[02:18:41] Ms. West: We can expect a summary at least of what we've decided here in order to advise the rest of our members of council by, not that there's any action required, but they're going to want to see it, and be content with what we've done. Based on what we've talked about, how soon will we be able to turn this one around so we can get it to council?

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:19:16] Mr. Lacy: This today's meeting?

[02:19:18] ?Ms. West: Yes.

[02:19:20] Mr. Lacy: I don't know. You mean as far as minutes, and things like that or?

[02:19:24] Alex: A summary. At least a summary.

[02:19:27] Mr. Lacy: I don't know if we have anyone on board for that yet.

[02:19:29] ?Mr. Peasley: Christie was taking some notes.

[02:19:31] Mr. Lacy: Okay. You could turn that around sometime next week?

[02:19:40] ?Participant: Will I have access to the Zoom recording for a couple of spots just to make sure I have the accurate information?

[02:19:48] Ms. Crossan: Alex, when will this get posted?

[02:19:53] Alex: I'll process the video and the audio. I can share once it's uploaded onto our online server. Usually, I do that-- in the evenings when at city council, usually that's the next morning about 9:00 AM. If these are done in time, I can get them uploaded, and then I can share a link by the end of the day.

[02:20:18] Mr. Lacy: We should be able to get a summary by the end of the day, by Monday or Tuesday next week. Okay.

[02:20:26] ?Ms. Crossan: Tuesday at noon?

[laughter]

[crosstalk]

[02:20:33] Alex: Just one question, just clarification on my end, we are moving these meetings from Friday to Wednesday, is that correct?

[02:20:43] Mr. Lacy: Correct. Wednesdays at 9:00 AM.

[02:20:45] Alex: Okay, so that would mean that I would be able to get the recordings uploaded and sent by the end of the day on Wednesdays.

[02:20:55] Mr. Lacy: Okay, cool.

[02:20:58] ?Mr. Peasley: I guess our goal will be to have the summary in the master timeline available. Yes, Tuesday. By the end of the day, Tuesday.

[02:21:12] ?Mr. Suiter: That's what I was thinking.

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

[02:21:15] Ms. West: Good. Thank you.

[02:21:17] Mr. Lacy: That's good. Any other clarification? Everybody good for now? We'll let the hard work begin next time?

[02:21:26] ?Mr. Suiter: Hard work begins now.

[02:21:28] Mr. Lacy: All right. Thanks, everyone. Appreciate it.

[02:21:32] [END OF AUDIO]

File name: Brown Ranch Annexation Committee - January 20, 2023.mp4

From: Dan Foote <dfoote@steamboatsprings.net>
Sent: Monday, January 30, 2023 10:12 AM
To: Jason Lacy <jlacy@steamboatlawyersgroup.com>; Heather Oss <hoss@steamboatsprings.net>; Gary Suiter <gsuiter@steamboatsprings.net>; Robin Crossan <rcrossan@steamboatsprings.net>; Joella West <jwest@steamboatsprings.net>; Jason Peasley <jpeasley@yvha.org>; lwood.yvha@gmail.com; kathimeyer@comcast.net; Jennifer Bock <jbock@steamboatsprings.net>; geck@elevationlawyergroup.com; Mike Lane <mlane@steamboatsprings.net>; Jon Snyder <jsnyder@steamboatsprings.net>; Kim Weber <kweber@steamboatsprings.net>; Angela Cosby <acosby@steamboatsprings.net>; Chuck

Cerasoli <ccerasoli@steamboatsprings.net>; Tom Leeson <tleeson@steamboatsprings.net>; Rebecca Bessey <rbessey@steamboatsprings.net>
Cc: Laura Egger <legger@steamboatsprings.net>; Julie Franklin <jfranklin@steamboatsprings.net>
Subject: Re: 02/01/2023 Brown Ranch Annexation Committee Meeting Packet

Jason,

I got a transcript from the Jan. 20, 2023 meeting yesterday morning. It is attached. Julie is adding it as a rainbow item. Perhaps it should be reviewed and approved for adoption as minutes? And perhaps a brief discussion as to whether this document and the costs and timing are acceptable to the group? FYI, it ended up being a 60 hour turnaround for $326.

Regards,
Dan Foote
City Attorney
City of Steamboat Springs
(970) 871-8223

Annexation Outreach Plan

In an effort to be transparent, open, and easily accessible to the community, the following outreach strategies and opportunities are being recommended by the city to **share information and gather feedback** throughout the process to reach a draft annexation agreement for city council review.

The primary goal is to make materials, collateral, meetings, and public engagement including public comment seamless and available throughout all portions of the discussion. The following is similar to outreach for other board & commission meetings and conversations.

Engagesteamboat.net/Annex
- Home Base Repository
- Public Comment | Surveys | Opinion Portal
- Committee - Agendas, Schedule, Minutes & Materials
- Key Dates & Milestones
- Update Newsletter
- Permits Public to Subscribe to Project and remain aware/involved
- Leverage Previous Projects Subscribers to participate in project
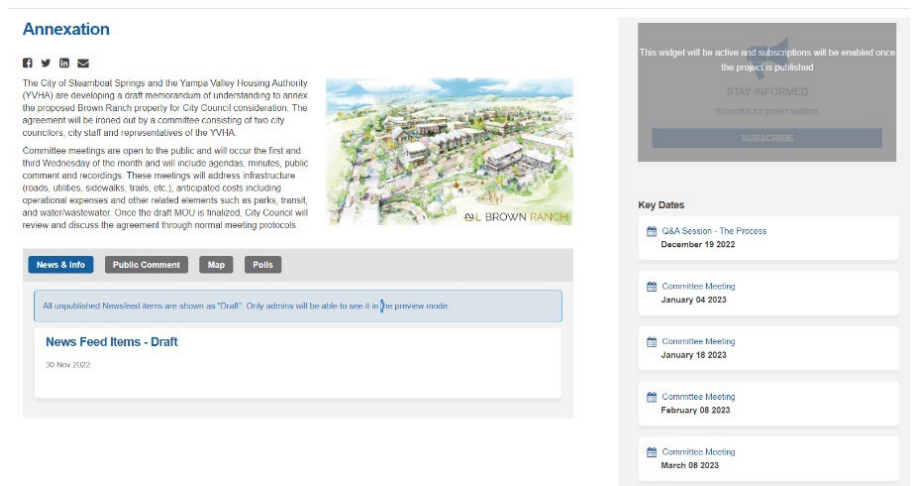
Steamboatsprings.net
- Dedicated landing page steamboatspring.net/brac with information and link to Engage
- Committee meeting dates and other associated events listed on main city website calendar and other community locations (ie Happenings)
- Agendas, Synopsis and Videos available on this page
- Homepage spotlight linking to Engage
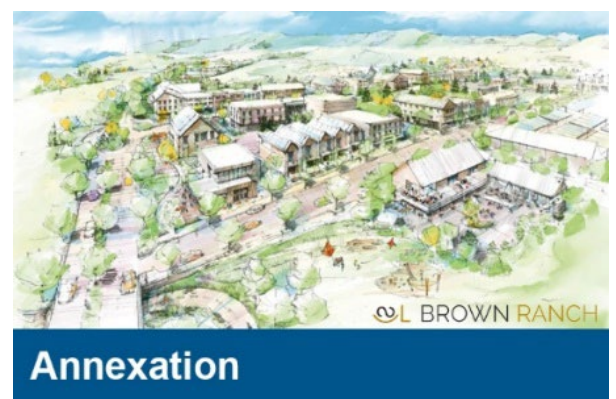
Media Relations
- Press Releases – Launch, Process, Key Milestones
- Editorial Coverage of Meetings/Progress (Print/Radio)
- Social Media Posts
- City Limits Radio Show
- Editorial Columns – About the process/public participation – no advocacy

Public & Council Awareness
- Monthly Update in City Manager Report
  - Same report used in e-newsletter
- Awareness Poster
  - public locations including the three City Clerk locations – City Hall, Parks & Recreation and Post Office.
- Partner Resources – Leverage community partners to share information on the process
- Multi-Lingual – sites already have translations options
  - Steamboatsprings.net
  - YVHA.org/brown-ranch

Q&A Sessions/Town Meeting
- Host public information Q&A sessions
  - (streamed/in-person)
- Live and Post on YouTube Channel

Additional Opportunities

Advertising/Marketing
(Estimates if interested in doing any aspects - $8-10K)
- Local Advertising
  - Meeting schedule, topics, public input & town halls (~$5,000)
  - Print, radio, digital are options
- Social – Boosted posts or advertising (~$1,500)
- Collateral ($2,500)
  - Posters
  - Door Hangers
  - Copy Translation
- Other?

NOTE:
- Advocacy for the overall annexation project (for or against) should be done by outside organizations separate from the city/committee outreach process.

**BROWN RANCH
ANNEXATION AGREEMENT**

THIS ANNEXATION AGREEMENT ("Agreement") is made and entered into this ___ day of _____, 2023, by and between the CITY OF STEAMBOAT SPRINGS, a Colorado municipal corporation ("City") and the Yampa Valley Housing Authority, a multi-jurisdictional housing authority ("YVHA").

WHEREAS, YVHA owns the real property described in Exhibit A ("Brown Ranch"), which consists of approximately 420 acres; and

WHEREAS, Brown Ranch is contiguous with the city limits and within the Urban Growth Boundary; and

WHEREAS, YVHA filed a Petition for Annexation with the City on October 18, 2022, to annex Brown Ranch into city limits; and

WHEREAS, the City has determined that it would be in the best interest of the public health, safety, and welfare of its citizens to impose certain terms and conditions on YVHA in connection with the annexation of Brown Ranch to the City;

NOW, THEREFORE, in consideration of the recitals, promises, and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1.   **DEFINITIONS.** As used in this Agreement, unless the context clearly requires otherwise:

"Annexation Ordinance" shall mean the ordinance adopted by the City Council of the City of Steamboat Springs pursuant to the Municipal Annexation Act of 1965 (Section 31-12- 101, et seq., C.R.S.) officially annexing the Property into the City of Steamboat Springs.

"Applicable City Ordinances" shall mean all ordinances of the City which regulate the development, subdivision and use of the Property, as in effect from time to time.

"Regulating Plan" shall mean document which establishes density, uses, patterns, open space and parks, and primary streets and their general locations within the Property, to be approved by the City pursuant to the requirements and procedures set forth in the TND Standards in effect as of the date this annexation becomes effective.

<mark>[TO SUPPLEMENT AS NEEDED]</mark>

2.   **POST ANNEXATION LAND USE APPROVAL PROCESS.**

3.   GENERAL PLAN OF DEVELOPMENT.

a. Unit Types & Numbers.

YVHA may develop up to 2,264 residential units at Brown Ranch through full build-out. YVHA may develop up to 419,000 square feet of non-residential uses at Brown Ranch.

Brown Ranch shall generally consist of four neighborhoods, currently identified by letter. Neighborhood A shall consist of 400 to 480 Units. Neighborhood B shall consist of 330 to 360 Units. Neighborhood C shall consist of 1030 to 1070 Units. Neighborhood D shall consist of 480 to 510 Units.

The contemplated unit composition at full build-out will consist of 1,486 multi-family units (65.5% of total units), 484 single-family attached units (21.5% of total units), and 294 single-family detached units (13% of total units).

RESIDENTIAL	PROGRAM		Phase 1	Phase 2	Phase 3	Total per type
			# UNITS			
	Multi-family	Rental	593	221	221	
		Condo	179	136	136	
		Sub-Total	772	357	357	1486
	Single Family Attached	Rental	126	46	46	
		Owner	104	81	81	
		Sub-Total	230	127	127	484
	Single Family Detached	Rental	28	11	10	
		Owner	94	76	75	
		Sub-Total	122	87	85	294
	Total by Phase		1124	571	569	2264

COMMERCIAL / COMMUNITY	PROGRAM	Building Type	Phase 1	Phase 2	Phase 3	Total per type
			Area in square feet			
	Grocery	Mixed Use	15,000			15,000
	Retail Space (coffee, restaurant, etc	Mixed Use	48,000	22,000	26,000	96,000
	Office Space/ Non-Profit Center	Mixed Use	10,000	8,000	10,000	28,000
	Childcare accepting CCAP	Mixed Use	5,000		5,000	10,000
	Fire Station	Free Standing		50,000		50,000
	K-8 School (site area)	Free Standing		200,000		200,000
	Unspecified Community Program	TBD		10,000	10,000	20,000
	Total by Phase		78,000	290,000	51,000	419,000

The unit numbers and composition outlined above are based upon current assumptions about housing need, community preferences, and available subsidies. It is YVHA's intention the unit numbers, composition, and size of non-residential uses, will be updated over time to account for changes in local housing need. Based upon the same, YVHA may seek to amend the Regulating

f.67

Plan consistent with the Applicable City Ordinances, including seeking to add additional Units or square feet of non-residential uses to respond to changes in demand.

b. Phasing Plan

The Brown Ranch phasing plan is shown in the attached Exhibit ___. Phase 1 will consist of between 1,100 and 1,200 Units and XXX square feet of non-residential uses. Phase 2 shall consist of between 550 and 600 Units and YYY square feet of non-residential uses. Phase 3 shall consist of 550 to 600 Units and ZZZ square feet of non-residential uses.

Unit composition and density may be shifted between phases during the development approval process. YVHA may, in response to market conditions, funding, development capacity, and site conditions, seek to amend the Regulating Plan consistent with the Applicable City Ordinances.

c. Parks, Trails, and Open Space

YVHA shall provide at least 46.1 acres of parks, as generally shown in the attached Exhibit ___, or as may be amended through the development review process.

At least 68.6 acres of Brown Ranch shall be designated as Open Space through the development approval process, as generally shown on the attached Exhibit ___. The specific location of Open Space shall be determined through the development review process.

YVHA shall provide as generally shown on the attached Exhibit ___. The specific location and character of trails shall be determined through the development review process.

Parks, trails, and open space shall be phased with the development of each Neighborhood, and as the CDC requires.

Dedication and maintenance provisions for Brown Ranch parks, open space, and trails are provided for in Section 4 below.

Brown Ranch will not be subject to any further requirements for the provision of parks, open space, or trails as a condition of any City approval during the vesting term provided in Section ___, or any future extension of such term.

d. Wildfire Mitigation

Health Equity, Sustainability, and Resiliency Guidebook will impose a private regulatory scheme on development within Brown Ranch. The Guidebook will include recommendations identified in the *Increasing Wildfire Resilience at Brown Ranch* report prepared by the Community Wildfire Planning Center. These strategies may include 1) incorporating design features that reduce wildfire susceptibility in the Home Ignition Zone; 2) managing open space vegetation in strategic locations to support fire suppression tactics and further support defensible space; 3) providing adequate setbacks on peripheral edges of all neighborhoods from hazardous fuels and

terrain features; 4) planning for the strategic location of trail networks to support fire suppression resource access and tactics; and 5) planning for evacuation opportunities.

Maintenance provisions for the wildfire mitigation measures are provided for in Section 4 below.

e. Public Infrastructure Plan

YVHA shall pay all costs for the design and construction of all public improvements to serve Brown Ranch, including, but not limited to, roads, curbs, gutters, sidewalks, sanitary and drainage sewers, water, and street lights, in accordance with applicable City or public utility company standards and specifications. YVHA shall dedicate to the City and applicable public utility companies without charge, free and clear of all liens and encumbrances, those easements and rights-of-way necessary for installation and maintenance of said public improvements, including public streets, and in addition shall convey the public improvements to the appropriate entity upon completion and acceptance of the improvements.

[WATER PLACEHOLDER]

All Units within Brown Ranch shall pay Plant Investment Fees ("tap fees"), in the amount charged for other properties within the City, with such fees being due prior to the issuance of a building permit, as provided in the Applicable City Ordinances. Brown Ranch will not be subject to any further sewer related payments as a condition of any City approval during the vesting term provided in Section ___, or any future extension of such term.

YVHA shall construct stormwater systems within Brown Ranch in conformance with City Engineering Standards.

YVHA shall construct multi-modal transportation within Brown Ranch in conformance with City Engineering Standards.

The Parties agree that YVHA shall be entitled to reimbursement of certain costs of construction of certain public improvements. The City agrees that it will require, as a condition of annexation of any portion of the West Steamboat Area Plan adopted June 19, 2006 (the "Benefited Property") that YVHA will be reimbursed by the developer of such portion of the Benefited Properties a proportionate share of the cost of such infrastructure which serves a Benefited Property. The proportionate share shall be reasonably determined by the City Council at the time of annexation and as a condition of annexation of a Benefitted Property based upon, the benefits received by the Benefited Property, which shall be determined, without limitation, by reference to: the cost savings to the Benefited Property by YVHA's construction of the additional infrastructure; physical condition of the infrastructure; and the length and capacity of utilities and roadways infrastructure used by the Benefited Property. Nothing in this Paragraph shall prohibit YVHA from making application to the City for a Public Improvements Reimbursement Agreement pursuant to the requirements of the City's Community Development Code for reimbursement of expenses not otherwise reimbursable under this Paragraph.

Contributions from YVHA for off-site infrastructure improvements will be paid for using funding from the Short-Term Rental Tax.

The terms of the provision of City services related to the public infrastructure, and the maintenance of same, are provided for in Section 4 below.

f. Private Infrastructure Plan

YVHA shall pay all costs for the design and construction of all utility services necessary to serve the Brown, including, but not limited to, electricity, telephone, gas, and cable television service, in accordance with applicable City or public utility company standards and specifications. WSN shall dedicate to the City and applicable public utility companies without charge, free and clear of all liens and encumbrances, those easements and rights-of-way necessary for installation and maintenance of said utility lines. Any contribution for offsite electrical infrastructure will be agreed upon between YVHA and YVEA and paid for by YVHA and/or the Short-Term Rental Tax.

The construction of utility services shall be phased with the development of each Neighborhood, and as the CDC requires.

The terms of the provision of City services related to the utility services are provided for in Section 4 below.

4. CITY SERVICES/OPERATIONS/MAINTENANCE RESPONSIBILITIES.

5. AFFORDABILITY/ATTAINABILITY OF HOUSING.

6. EXACTIONS/DEDICATION OF LAND.

7. SUSTAINABILITY MEASURES.

8. VESTED PROPERTY RIGHTS.

a. **Vested Property Rights.** The City will approve the creation of vested property rights for the Property pursuant to the Vested Property Rights Act, C.R.S. §24-68-101 et seq. In the event of conflict between this Agreement and the Vested Property Rights Statute or Municipal Code, this Agreement shall prevail. In recognition of the size of the development contemplated under this Agreement, the substantial investment and time required to complete the development, the potential for phases of the development and the possible impact of economic cycles and varying market conditions during the course of the development, YVHA and the City agree that vested property rights are approved under the following conditions: the rights to be vested shall extend only to the permitted uses and densities set forth in the Regulating Plan adopted and approved by the City as described in Paragraph ___ and to _____ and other requirements set forth in this Agreement.

b. **Vesting Term.** The term of vesting shall be _____ years commencing upon the date of recording the Annexation Ordinance and Map.

c. **Site-Specific Development Plans.** YVHA and the City agree that the Regulating Plan constitutes an approved "site specific development plan" as defined in the Vested Property Rights Statute, and that pursuant thereto, YVHA and its successors and assigns shall have vested rights to undertake and complete the development and use of the Property under the terms and conditions thereof during the vesting term established in Paragraph (b) above. The vesting term shall be memorialized in a Development Agreement in connection with the approval of the Regulating Plan ("Regulating Plan Development Agreement").

d. **Rights Not Vested.** The establishment of rights vested under this Agreement, the Regulating Plan, and Regulating Plan Development Agreement shall not preclude the application by the City of City ordinances and regulations, including, without limitation, the following:

i. City building, fire, plumbing, engineering, electrical, and mechanical codes and other similar technical codes and standards of the City;
ii. City architectural, landscaping, and other development standards that are not inconsistent with the uses and densities permitted by the approved Regulating Plan;
iii. City regulations regarding the subdivision of land to the extent the same do not conflict with the uses and densities permitted by the approved Regulating Plan;
iv. Traditional Neighborhood Development standards to the extent the same do not conflict with the uses and densities permitted by the approved Regulating Plan;
v. Applicable federal regulations;
vi. Any other general City ordinance or regulation that does not conflict with the uses and densities permitted by the approved Regulating Plan.

9. TERM.

10. ANNEXATION CONTINGENCIES.

Final approval of the Annexation Ordinance shall not be deemed to have occurred if on or before the thirtieth (30th) day following the effective date of the Annexation Ordinance either a) legal proceedings are commenced challenging the Annexation Ordinance or b) a petition is submitted to the City Clerk for a referendum on the Annexation Ordinance. Either party may, but shall have no obligation, to defend legal proceedings concerning the validity of the Annexation Ordinance.

In the event of a legal challenge and/or referendum, final approval shall occur upon final and non-appealable resolution of legal proceedings and/or referendum results affirming annexation of the Property. The annexation of the Property to the City shall not be effective until the occurrence of final approval.

If a referendum challenge to the Annexation Ordinance succeeds, this Agreement and all provisions contained herein shall be null and void and of no further effect. In the event the

Annexation Ordinance or any portion thereof is voided by the final action of any court, this Agreement and all provisions contained herein shall be null and void and of no further effect unless the parties agree in writing to ratify the Agreement and seek to cure the legal defect(s) that resulted in the court action. If the parties agree in writing that such a cure is successful, YVHA may re-apply for annexation.

YVHA may withdraw the petition for annexation and terminate this Agreement if any legal challenge remains unresolved one (1) year after the effective date of the Annexation Ordinance. City shall not be responsible for processing applications for land use approvals relating to the Property and YVHA shall not be responsible for making payment, constructing improvements, or dedicating interests in real property to the City during the pendency of any legal challenge to or referendum regarding the Annexation Ordinance.

11.   **MISCELLANEOUS**.

a.   **Effective Date.** This Agreement is contingent upon the City approval of the annexation and shall become effective as provided for in Paragraph __.

b.   **Parties' Authority.** The City and YVHA represent that each has the authority to enter into this Agreement according to applicable Colorado law and the City's Home Rule Charter and Ordinances, and each represents that the terms and conditions hereof are not in violation of any agreement previously entered into by such party. This Agreement shall not become effective until a resolution or other necessary authorizations for the execution of the Agreement are effective.

c.   **Recording.** This Agreement shall be recorded in the Routt County Clerk and Recorder's Office in order to put prospective purchasers of the Property or other interested parties on notice as to the terms and conditions contained herein.

d.   **Entire Agreement.** This Agreement and the exhibits hereto represent the entire understanding between the parties, and no other agreement concerning the Property, oral or written, made prior to the date of this Agreement, which conflicts with the terms of this Agreement shall be valid as between the parties.

e.   **Modification.** This Agreement may be modified by the written agreement of the City and YVHA. No approval of a modification to this Agreement shall be required of any owner or person or entity holding any interest in any portion of the Property unless such right of approval has been specifically assigned to such owner, person, or entity in a written instrument of assignment, but nothing herein shall prohibit the City from requiring the approval of any such amendment in appropriate cases by other owners within the Property as a condition of the City agreeing to such amendment. An amendment to the TND zone district regulations, Regulation Plan, or City ordinances or other City regulations shall not constitute or require an Amendment to this Agreement. All amendments to this Agreement shall be in writing, shall be recorded with the County Clerk and Recorder of Routt County, Colorado, shall be covenants running with the land, and shall be binding upon all persons or entities having an interest in the Property, unless otherwise specified in the amendment.

f.   **Additional Remedies.** If at any time any material part hereof has been breached by YVHA, the City may, in addition to other remedies, withhold approval of any or all building or other permits applied for by YVHA on its Property, or withhold issuance of certificates of occupancy, until the breach or breaches has or have been cured.

g.   **Binding Effect.** Once the contingencies set forth in Section __ have been satisfied, the agreements and covenants as set forth herein shall be binding upon YVHA and its successors and assigns, and shall constitute covenants or servitudes that shall touch, attach to, and run with the land that constitutes the Property. The burdens and benefits of this agreement shall bind and inure to the benefit of all persons who may hereafter acquire an interest in the Property, or any part thereof. YVHA shall as a condition of approval of the Annexation Ordinance execute and record a document acknowledging and ratifying the binding effect of this Annexation Agreement on its successors and assigns to the Property.

h.   **Severability.** In case one or more of the provisions contained in this Agreement shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

i.   **Incorporation of Exhibits.** Exhibits __ through __, inclusive, which are attached hereto, are incorporated herein by reference.

j.   **Attorney's Fees.** If any action is brought in a court of law by either party to this Agreement concerning the enforcement, interpretation or construction of this Agreement, the prevailing party, either at trial or upon appeal, shall be entitled to reasonable attorney's fees, as well as costs, including expert witness' fees, incurred in the prosecution or defense of such action.

k.   **Notices.** Any notices required or permitted hereunder shall be sufficient if personally delivered or if sent by certified mail, return receipt requested, addressed as follows:

City: Dan Foote
                         City Attorney
                         City of Steamboat Springs
                         137 10th St.
                         Steamboat Springs, CO 80487

with copy to: Gary Suitor City Manager
(which shall not   City of Steamboat Springs
constitute notice)   137 10th St.
                         Steamboat Springs, CO 80487

YVHA: Yampa Valley Housing Authority
                         Attn: Jason Peasley
                         2100 Elk River Road
                         Steamboat Springs, CO 80477

with copy to: Elevation Law Group, P.C.
                    Attn: George M. Eck III
                    P.O. Box 770908
                    Steamboat Springs, CO 80487

Notices mailed in accordance with the provisions of this Paragraph shall be deemed to have been given on the 2nd day following mailing. Notices personally delivered shall be deemed to have been given upon delivery. Nothing herein shall prohibit the giving of notice in the manner provided for in the Colorado Rules of Civil Procedure for service of civil process

l.   **Waiver.** The failure of either party to exercise any of its rights under this Agreement shall not be a waiver of those rights. A party waives only those rights specified in writing and signed by either party waiving such rights.

m.   **Applicable Law.** This Agreement shall be interpreted in all respects in accordance with the laws of the State of Colorado.

n.   **Counterparts.** This Agreement may be executed in several counterparts and/or signature pages and all counterparts and signature pages so executed shall constitute one agreement binding on all parties hereto, notwithstanding that all the parties are not signatories to the original or the same counterpart or signature page.

o.   **Paragraph Headings.** Paragraph headings are inserted for convenience only and in no way limit or define the interpretation to be placed upon this Agreement.

p.   **Terminology.** Wherever applicable, the pronouns in this Agreement designating the masculine or neuter shall equally apply to the feminine, neuter and masculine genders. Furthermore, wherever applicable within this Agreement, the singular shall include the plural, and the plural shall include the singular.

q.   **Assignment.** The rights and obligations of YVHA under this Agreement may not be assigned without prior written approval of the City, which may be granted or withheld by the City Council acting in its sole and exclusive discretion. Such approval shall not be unreasonably withheld or delayed unless the City Council reasonably believes such denial is justified based upon the reputation, credit, standing, or other similar qualifications of the proposed assignee. The express assumption of any of YVHA's obligations under this Subsection with the written consent of the City will thereby relieve YVHA of such obligations with respect to the matter so assumed and assigned.

r.   **No Third-Party Beneficiaries.** Enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the City and YVHA, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party. It is the express intent of the City and YVHA that any party other than the City or YVHA receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

s.   **Colorado Constitution, Article X, Section 20.** This Agreement is not intended by the parties to create, and does not create, any multi-fiscal year financial obligation of the City or YVHA. All financial obligations of the City or YVHA hereunder are expressly subject to the annual appropriation of funds by the City Council or the Board of Directors, acting in their sole discretion.

IN WITNESS WHEREOF, the parties have executed this Agreement the date first written above.

[Signature pages follow]