



DATE: September 25, 2020
TO: Mayor and Council
FROM: Ryan Mahoney, Town Manager
RE: Weekly Update
CC: Department Heads

Staff continues to refine the 2021 budget document and the 2021 Work Plan. We will present that to Council on October 13th at the Council meeting.

Both Eagle and Pitkin Counties continue to communicate about the metrics for COVID-19. Both are working toward adopting the State's new [Data Metrics System](#).

Town staff met with the Fire District to review guidelines for outdoor dining tents for winter. We plan to finalize a draft in the next week and will begin reaching out to restaurants. The aim of this effort is to prioritize public safety and provide solid guidance to the restaurants as they begin to plan for winter.

Police

The Police Department has begun advertising for our open Police Officer and Corporal positions. We hope to have Police Officer interviews on October 22nd and host a Corporal assessment center and testing on November 4th.

We assisted school administration with a lockdown drill at the elementary school. Staff and students did a great job following our emergency operations plan.

Now that fall is officially here and bears are preparing to hibernate, we continue to look for trash can violations. The community is doing an excellent job keeping our wildlife safe by securing containers. We have had very few bear reports this summer due to our residents efforts.

Lieutenant Aaron Munch is attending "Rocky Mountain Command College" in Castle Rock. This is hosted by the F.B.I. and trains command level personnel in leadership topics, emerging issues and recent developments that are influencing law enforcement in Colorado.

Public Works

Public Works will be working with Roaring Fork Outdoor Volunteers (R.F.O.V) soon on more projects. The Town was lucky enough to have the help of R.F.O.V to improve the Swinging Bridge Trail to access the Basalt downtown core from the elementary school parking lot. The two projects that we will be collaborating on is the re-seeding of some burn scare area on the mountain and clearing underbrush from a fishermen's access that the Town owns. We will be re-seeding approximately 4 acres of burn scar area and trimming and hauling off limbs, brush and doing some trail work at the fishermen's access.

Public Works has recently had some improvement done to our asphalt paths. The paths are along the lake located next to the rugby field in Willits and in Arbaney Park. Both path systems are made of

asphalt and tree roots had grown and bucked the paths and made them unsafe. The paths were repaired in sections and the roots were cut back.

Ponderosa Park will be getting access improvements. The trail going into the garden side of the park will be receiving an extension to an existing concrete ramp already in the sidewalk to make it more accessible. The approach to the existing bridge will be extended to make the grade safer and the existing trails will have material added to make the surface more durable.

Public Works will be winterizing the irrigation systems and gardens. The irrigation systems have water in them that must be blown out with a high-pressure air compressor and irrigation meters need to be drained. The gardens will be cut back, and a final cleaning done in preparations for the new growth in the spring.

Planning

2020 Census – Staff continues to participate in the Aspen to Parachute Complete Count Committee (A2PCCC). The deadline to respond to the Census was changed on Friday to October 31. The deadline for the past several weeks has been September 30. The steering committee of the A2PCCC will meet next week to discuss its strategy and messaging for this change.

Arbaney Pool- A pre-bid zoom meeting and site visit was held this week on the Arbaney pool. Four contractors attended the pre-bid meeting and site visit. The pre-bid meeting was videotaped by Grassroots and has been sent to other contractors. The Planning Staff, Connect One Design, and SGM have been working on answers to the questions that came up at the pre-bid meeting and are working on an addendum to the plans to address some of the items that came up at the pre-bid meeting.

POST – POST met on Wednesday and discussed the Council Worksession held on Tuesday. POST also received updates on work that Staff completed on various projects and reviewed park signage plans created by Staff. A successful pre-bid meeting for the Arbaney Pool project was held on Monday with four contractors in attendance. The solar PV bids for the pool building came in this week and the selection committee picked the project bid by Green Electrical. The work will start soon. It was run as a separate project because the Town needs to ensure its completion in 2020 to obtain rebates from Holy Cross. This contract is signed by Ryan Mahoney as it does not trigger Council approval under the Town's procurement code.

BPAC – After stating at the September 22 Worksession with Town Council that the Motio pieces would be decommissioned on Friday, September 25, Staff was notified the following day that the artists would in fact not be able to do the de-install on that date. Staff continues working to find new homes for the pieces and to work with the artist on a new de-install date.

Development Review/Applications – The Council is scheduled to review a code amendment requested by Habitat for Humanity at its October 13 meeting. On September 15 P&Z meeting, the P&Z reviewed and recommended approval of the amendment to the R-4 MD Zone District to increase the house size for two-level, two-bedroom units in fully deed-restricted projects. On September 15, the P&Z also recommended approval of a proposed solar array on the Tree Farm property in Eagle County on September 15. Lot J in the Basalt Commercial Park is also in for review involving a PUD amendment, ESA review, and sketch site specific development plan review to construct a building consisting of twelve (12) residential units at the end of Emma Road near Basalt River Lofts.

The Planning Staff has been fielding numerous zoning questions and dealing with construction management items. Additionally, the Planning Staff is working on resolving various zoning and sign complaints.

Recreation

Staff has been working on new youth offerings.

- American Red Cross Babysitters training is being offered on Oct. 3rd at Town Hall. The American Red Cross Babysitter's Training course is designed to provide youth the knowledge and skills necessary to give care safely and responsibly for children and infants.
- River Discovery, a partnership with Roaring Fork Conservancy, will start on Tuesday and run for 5 weeks on Tuesdays and Thursdays. Join Roaring Fork Conservancy for this fun discovery of our own backyard and see the river like you have never seen before.
- Youth Sports Camp is a 5 week offering through TAC Fitness. This is a youth sports conditioning class designed to get your young athletes outdoors, staying active, and teaching them the basic skills of agility, speed, coordination, strength, and body mechanics in a fun environment.
- Jr Golf at the Roaring Fork Club and Angling Adventures with Roaring Fork Conservancy are finishing up this week with great participation levels.

Finance

Finance has been putting the final touches on the first draft 2021 budget, with the input received on revenues from Council during the last Council meeting. It has been a large undertaking, as it is every year. Thank you to all department heads and Ryan Mahoney for the copious hours of work it took to get this solid budget. I look forward to robust conversations with Council and other stakeholders during the remainder of the budget process.

It is also time for planning employee benefits and open enrollment. Jenny and I met with American Fidelity on Thursday to prepare for the upcoming meetings with employees. This approach will streamline the employee benefit process for our cafeteria plan benefits, making it easier and more understandable for employees.

The Town received three proposals for the employee retirement plan sponsor/financial advisor. We will be reviewing those proposals shortly, and then will be interviewing the potential candidates. The three proposals are all viable options for the Town, and we look forward to digging into the details on those plans.