



DATE: June 4, 2021
TO: Mayor and Council
FROM: Ryan Mahoney, Town Manager
RE: Weekly Update
CC: Department Heads

Staff have been reviewing the draft Facility Needs Study and providing feedback to the consultants. We will present the high-level findings on Tuesday evening and expect that the report will be available for Council and the public in the near future.

In addition, Staff have been working with our Basalt Forward 2030 team to prepare for the Capital Needs Committee meeting next Wednesday. We will be prepared to finalize a list of projects to include in the community survey which will be ready to be mailed out soon.

Police

Last week we reported that police officer interviews took place, and we extended a conditional offer of employment to one applicant with prior police experience. This week we extended a second conditional offer to another applicant. This applicant is wishing to change careers after a 20+ year career in the grocery industry. We are conducting background investigation for both applicants and hope to give official offers in the next few weeks. Once these two vacant positions are filled, we will be at full staffing levels.

We participated in the Aspen Police Department bicycle and property auction. All unclaimed items, which are picked up by the police department, are held for safe keeping for several months while we try to locate owners. If an owner cannot be located the property is sold at the auction. This year we collected \$781.00 for property that was auctioned off.

Officers continue to educate downtown core users of the alternate parking areas at the middle and elementary schools. We have observed more people using these parking spots for extended parking.

Public Works

The Town had 25 residences in the Hill District take advantage of the fire mitigation program this year. Public Works coordinated with a local tree contractor to get the piles of wood picked up, chipped and disposed of properly.

The Town is working with the Fire District and the State of Colorado fire mitigation team, The SWIFT Crew to thin the undergrowth along the trail. The main purpose of this project is wildfire mitigation. The work will also improve the overall health of the riparian corridor, allowing for new growth of grasses and other ground cover.

Public Works is underway with its annual pavement maintenance on our local streets. This first phase is concentrating on chip sealing certain streets, including the Mid Valley Business Center (Park Avenue), a small section of Willits Lane, Sopris Drive and Cedar Drive. The process will take over a week to complete so we expect to field calls regarding the loose gravel surface. The contractor will come back

once the chips (3/8" gravel) are worn into the surface and will sweep, re-coat, and apply more chips. A final sweeping and topcoat will then be applied as a final step. The process is lengthy but does a great job on preserving the road surface.

Public Works along with the Planning and Police Departments are installing better looking signs with parks rules on them. The new signs are more formal looking and are more detailed as to the rules of the park.

Public Works is in the seasonal process of applying fertilizer to all the parks to help keep the turf healthy.

Concrete sidewalk, curb and gutter is being repaired and replaced in front of the library. The concrete had started cracking and had shifted causing a trip hazard and a drainage problem.

Planning

Arboney Pool- The Planning Staff has been coordinating construction items and details with Rudd, SGM, and Connect One Design and POST on the pool renovation project. Plastering of the main pool is scheduled for next week. Staff and the contractors are working toward a mid-June "soft" opening of the pool facilities.



Basalt River Park Development –Staff has been reviewing entitlement documents for the River Park Development in preparation for filing them with the County Clerk and Recorder’s Office.

Basalt River Park Improvements – Staff continued to work with the Developer and consultants on addressing technical issues and preparing the plans for bidding Phase I of the project for construction.

Two Rivers Road Improvements –Council authorized the Town Manager to approve of the contract for the Two Rivers Road improvements and reviewed the budget. Staff has been working to finalize details of this project. FCI Constructors along with United Companies are planning to start the road project in early July.

Fiber Project – Staff continued to have discussion with Holy Cross and HR Green regarding the installation of fiber infrastructure in conjunction with several construction projects.

Mid-Valley Center Lot 4 – Staff has been coordinating with Holy Cross and neighboring properties on the extension of fiber to the proposed future Public Works site. Staff presented the Public Works development proposal to the P&Z on May 18th and the P&Z recommended approval. Staff will now prepare for their meeting with Town Council on June 8th.

BPAC – BPAC met on Thursday and continues to work on its 2021 projects, including virtual studio tours, the murals, and they plan to redo two concrete barrier paintings. They have begun discussing their plans for 2022 and hope to meet with Town Council on July 13th.

Development Review/Applications - Staff spent considerable time working on items associated with the construction activities. Additionally, Staff has been working on numerous administrative development review applications that take Staff time but that do not require review by the P&Z or Town Council. Staff also spent time on responding to complaints and working on land use applications,.

Basalt East Entrance Sign – The bid received for the East Entrance Sign was approved by the Basalt Chamber Sign Committee and will be brought to Town Council for their consideration on June 8.

Green Team – Staff is attending the yearly retreat for CC4CA today from 10 am – 3 pm. The meeting is being held virtually this year and will be split into two parts. The second half of the meeting will be held in September. The primary focus of today’s meeting is on setting the Policy Agenda for the upcoming year, which will be brought before Council for ratification this summer.

Events – The Basalt Half Marathon is this Sunday. The race finishes downtown and will involve some parking and lane closure. The Library’s first drive-in movie is scheduled for Saturday evening.

Recreation

Staff have been organizing Recreation League Baseball and Softball. We have four teams starting this next week. Three of which will be practicing on BMS fields. T-ball will use the backstop at Arbaney Park. Staff is working with the valley partners to organize home and away games.

Online training has begun for our summer lifeguard candidates. The nine candidates will begin in-person skills and drills later next week. We will be utilizing the Aspen Recreation Center for the water portions of this offering.

Staff have secured an American Red Cross Babysitters training for June 11th as a community offering. Staff is working on the potential of other offerings such as Mommy and me music class and Middle School Improv.

Natures Cool Youth Summer Camp for 6-10 years old starts on Monday. Next week's offering has 36 participants registered for the 40 spots available.

The Basalt Middle School fence has been repaired by Murillo Fence. The fence posts were straightened and resecured with additional concrete. The repair was due to wind damage. The project was paid for by the Town as part of our IGA with the School District.

Staff is waiting to receive an update on the delivery timeframe for the new features at our Gisella Fiou Skateboard Park. Once delivered, a crew from American Ramp Company will be on site to construct and permanently install the pieces.

Finance

Audited Financial Statements - The draft Audited Financial Statements for 2020 are ready for Council review and discussion on June 8, 2021. The Town is pursuing the Government Finance Officers Association (GFOA) excellence in financial reporting award for the 2020 report. We've made the report revisions requested by GFOA in this report and will resubmit. This award is difficult to achieve due to GFOA's rigorous standards of excellence, however, we believe that this is an important step towards continued financial excellence, transparency, and improvements.

Basalt Forward 2030 – The Basalt Forward 2030 project is moving full steam ahead! Cushing Terrell has a summary ready to share with Council on June 8, which will discuss the big picture issues discovered in the Facility Needs Study. Staff believes a draft of this report presented on June 8, with the final version of the report presented on June 21, will provide additional time for discussion prior to the final report being issued.

Based upon the draft results of the Facility Needs Study and the input garnered from the Master Plan items identified, Town Staff has put together a presentation for the Capital Needs Committee on June 9th. This presentation includes thoughts for projects within each of the main buckets identified in the Master Plan, except for those items within the Master Plan that have been addressed or are underway. The Capital Needs Committee will vote on which projects to recommend for surveying to Council and the community. The project options from the 2020 Master Plan and the Facility Needs Study include the following:

1. Affordable Housing
2. Transportation/Connector Shuttle/RFTA bus service
3. Green Initiatives
4. Pedestrian Bridge over the Roaring Fork (near library)
5. Midland Avenue Streetscape
6. Construct Southside Drive/Midland Avenue underpass or construct other transportation alternatives
7. Child Development Facility
8. Town Hall/Community Building
9. Police Facility
10. Downtown and Willits Parking
11. Public Works and associated Green infrastructure

Salary Survey – The Town’s salary survey, which was originally postponed due to COVID-19, is now underway again. Candy Johnson from Compensation Studios has been updating the salary survey information, and we will be reviewing that information with the Town Staff on June 16. We will provide Council with recommendations for the salary schedule at the June 22 Council meeting.

Equitable, Town of Basalt new employee retirement plan sponsor/advisor – Equitable representatives will be meeting for the second time with Town Staff on June 8 – 9 to discuss retirement savings options for employees. The John Hancock and ICMA retirement plans have been transferred to Equitable, and AIG/VALIC proceeds will be transferred in August. I am excited that employees have tools through Equitable at their disposal to provide meaningful clarity to move towards accomplishing their individual retirement goals.