



DATE: March 20, 2020
TO: Mayor and Council
FROM: Ryan Mahoney, Town Manager
RE: Weekly Update
CC: Department Heads

Check out these cool gals and take note of the proper social distancing! This is not a common site in Basalt anymore but it was certainly fun to see.



This week, Chief Knott and I do not have much to add other than what we have been consistently getting out to the community regarding COVID-19.

Public Works

The new staff at the Basalt Sanitation District and Public Works met this week. We work closely with the Sanitation District due to the fact we have shared interest in right of ways and accounting for water production. The new manager is Reuben, he has 30 years of experience and was employed with Snowmass prior to this position. Reuben has hired another staff member, Pat who also brings a lot of wastewater experience to the table.

Public Works continues to do our spring maintenance by repairing and servicing our equipment after a very busy winter. We like to service and repair all the snow equipment before we store it for summer so

that it is ready to go next year. Public Works leaves some equipment outfitted for snow until later in the season because you never know what the spring storms are going to do. The crew is still out using the sweeper to get the sanding material picked up. This time of year, we hope we do not have to reapply sand.

The Planning and Public Works staffs started the process of getting the Municipal Code and the Public Works Manual to be consistent. Town codes need to be updated to keep up with changes to modern plumbing, construction and land use codes. The revisions will go to Council for approval.

Planning

2020 Basalt Master Plan – The P&Z and Council adopted the 2020 Master Plan on Tuesday March 17, completing a process that started with the P&Z in 2019. The two boards can be proud of the work that each did in taking input from the public and creating a blueprint for future Town decisions.

Willits Town Center – Staff continued work on several items associated with Willits Town Center. The Town Staff issued a foundation permit for the Aspen Skiing Company Building. Several documents for Block 11 North were reviewed by Staff.

East Entrance Sign – The Town received one bid for construction of the entrance sign at the up-valley intersection of Two Rivers Road and Highway 82. Staff is working on the next steps as the bid was for more than the Town anticipated. The sign was designed by Aceto Landscape Architects in partnership with the Chamber Sign Committee. Staff held a conference call with Aceto to discuss value engineering options. Basalt Staff are the project managers for the sign.

Green Team – A subcommittee is continuing to deliberate on the most advantageous bid for the Town's Heat Pump project. The Town may choose to delay the project until later in the year. Additionally, Staff and Cathy Hall of Pitkin County have collaborated on a presentation for the Basalt Middle School's Environmental Studies class on the topic of waste and its impact both locally and globally. With the continued school closure, the presentation has been postponed until late April.

Basalt Public Arts Commission (BPAC) – Two new applicants to the Basalt Public Art Commission (BPAC) were interviewed by the Town Council's selection sub-committee and recommended for approval. Consideration of appointing these two candidates to BPAC is scheduled for the 3/24 Council agenda.

Stott's Mill - The Stott's Mill Applicant provided revised entitlement documents, including the annexation map, subdivision plat, and final civil engineering drawings to the Planning staff for review. Staff also attended a conference call with the Applicant's representatives and representatives of the Home Supply Ditch Company to discuss specifics related to the Project's interface with the Home Supply Ditch.

2020 Census – The Census is now available to the public: <https://my2020census.gov/>. In light of COVID-19, the Aspen to Parachute Complete Count Committee (A2PCCC) is focusing its efforts on digital outreach. The monthly community meeting of the A2PCCC was held virtually and well attended. The committee's plans to do door-to-door outreach in targeted neighborhoods has been put on hold until at least April.

Update on Upcoming Seasonal Events – Staff has prepared resolutions for the Basalt Sunday Market and Community Garden for Council’s consideration at the March 24th Council meeting.

BACH - The Commission will meet via phone next week to discuss whether BACH should consider Community Housing Guideline adjustments related to community emergencies, such as the potential for adjusting the number of work hours required to occupy an affordable housing unit, which could potentially be impacted by required quarantine.

Finance

The Town has been creating human resources processes and employee information related to COVID-19 to help keep our employees safe during this trying time. Municipal governments have been pulling together to brainstorm on COVID-19 situations, and that support has been invaluable for human resources and finance issues.

We’re working on reconciliations for closing the books for 2019, which should take another few weeks. This will prepare us for the audit, and will also give us a solid understanding of our fund balance available as of the end of December. I am also looking in to financial models to utilize for revenue projections for 2020, and have done some work around that to date. I plan to work with Department Heads over the next few weeks to discuss potential financial impacts to the Town of COVID-19.

Additionally, I’ve been in contact with COLOTRUST, the Town’s pooled investment fund, to assure that the Town’s investment portfolio is well positioned to weather this temporary downturn. We are positioning the Town’s COLOTRUST funds in government-backed securities, which are backed by the full faith and credit of the federal government. We also maintain about 1 – 2 weeks of operating cash at our local banks, which covers the next payroll as well as uncashed checks and the upcoming accounts payable run.