



**DATE:** May 31, 2019  
**TO:** Mayor and Council  
**FROM:** Ryan Mahoney, Town Manager  
**RE:** Weekly Update  
**CC:** Department Heads

Happy Friday! Thanks to all of the Council members and staff that turned out last evening for the final spring open house for the Town's Master Plan. I was pleased with the solid attendance by the community. I think the live polling was fun and kept the attendees engaged.

Staff will be compiling a report of our 2018 accomplishments in advance of our budget kick off this summer. I think this will be a great way to reflect upon and celebrate the multitude of projects and initiatives that were completed. We will be working on a budget calendar and hopefully will kick off with a Council retreat where we can discuss and prioritize items for the 2020 budget.

Staff has been meeting to discuss the potential for spring runoff to cause flooding in some areas. The regional mud and flood group that includes the counties, fire, municipalities and others have been meeting regularly to update this year's Incident Action Plan (IAP). There will be a main resource for information that will come from the groups Public Information Officer (PIO). The Town will push that information to our website and social media page. In addition, Eagle County has set up an information page on their website which can be found here: <https://www.eaglecounty.us/FloodPlanning/#>

If you have not been over to check out the Ponderosa Park (seed garden) lately, I would recommend that you stop by. Tim Vogel has just completed the new planter bed along Emma Road. He did a spectacular job and the park is looking better than it ever has. Thank you, Tim!



## Public Works

Public Works has been working on the acceptance of the new Roaring Fork Club waterline vault that was installed during their recent expansion. They are making a few necessary changes to the design to ensure its proper function. This includes calibrating the new equipment that is in the vault to monitor the water quality that passes through it. The new meters and backflows for the Elk Run HOA have been installed by their contractor and those will be inspected and read today. There was a break on a 2" service line on Longhorn Lane and the water department worked with the homeowner and contractor to make sure that it was repaired correctly and to town specifications.

Public Works is continuing to turn on irrigation throughout town and is making repairs to the system as they go. We are currently changing out the irrigation system backflows that are required by state law to be placed above ground. Trevor is training his two new seasonal employees and this work will be a great introduction for them.

The fuel reduction effort at Old Pond Park is complete and the parks department worked with the school to bring them mulch and chips for projects they have scheduled with their students. A replacement tree (Potmore Ash) will be planted today on the northeast corner of Midland and Two Rivers Roads.

Paul and Matt attended a Colorado Rural Water Training seminar on disinfection byproducts treatment and mitigation in Grand Junction. The class also focused on UV disinfection, chemical feed systems, and proper operation and maintenance of those feed systems. Training units were awarded that go towards the renewal of their water licenses.

Public Works has been out mowing, trimming, and doing brush and trash removal in the right of ways throughout town. With all of the moisture the grass has been growing very quickly. They have also been busy sweeping sidewalks and replacing any signs that don't meet MUTCD standards on nighttime reflectivity and also installing signs to help assist the Police Department with parking enforcement.

Public Works has also been busy taking down the flags around town for the Memorial Day and installing new banners in Willits. At the pool our crew installed a new camera surveillance system to hopefully cut down on trespass issues and keep an eye on the cash register. Finally, the annual extensive filter cleaning was done on the pool.

## Planning

### Master Plan



The third and final Open House was held on Thursday night at RMI. It was well attended. Attendees participated in a real time polling exercise on questions generated from feedback from the other two Open Houses, the neighborhood meetings and the Lets Talk website. Also attendees were given an opportunity to make recommendations on several key parcels. Check out the [www.letsTALK.Basalt.net](http://www.letsTALK.Basalt.net) website for updates. Wayne Freedman, CTA, will attend the P&Z meeting on June 4<sup>th</sup> to give an update and status report. The Council is invited to attend.

**Eagle County Commissioner Public Hearing on the Tree Farm** – On Tuesday Sara Nadolny attended a public hearing at the Eagle County building in El Jebel for Phase One review of the Final Plat for the Tree Farm PUD. During public comment Staff stated the Town of Basalt’s March 16, 2019 letter, relating to December 2016 referral comments, were not included as part of packet. Nadolny handed out copies of this letter to the Commission, Attorney and Clerk. The Commission voted to approve the final plat by a vote of 3 to 0.

**Roaring Fork Valley Regional Planning Commission** – On Thursday Sara Nadolny attended a work session of the Roaring Fork Valley Regional Planning Commission at the Eagle County building in El Jebel. The focus of the meeting was on proposed changes to the Eagle County Land Use Regulations. While most proposed changes were related to how Eagle County internally processes plats, completeness reviews, public notice, and surveyor certificates, one area of interest to the Town of Basalt involves referral periods. Eagle County occasionally sends applications to the Town soliciting referral comments, which are currently expected to be turned around within a minimum of 21 calendar days. The materials are sent to the Town on Friday afternoons. The changes proposed will change the language requiring referral comments to be provided within a *maximum* of 21 *business* days and referrals will be sent out by *Wednesday* afternoon. Staff is drafting a letter for the P&Z to review/approve requesting the referral materials to be sent to Staff on Monday rather than Wednesday to provide Staff the opportunity to take any necessary referrals to the P&Z or Town Council the following day.

**Pitkin County Open Space and Trails Emma Store Committee** – On Tuesday, Sara Nadolny attended this meeting at RMI. The group focused on the opportunities and barriers to restoring the two historic buildings in Emma, visible from Highway 82, known as the Emma Store, as well as potential uses for the buildings. The group expressed interest in a living museum where visitors could take classes and learn about agriculture, brewing, weaving, and other arts that were historically performed in the area. Key barriers include access to the site from Highway 82 via CDOT and on-site parking. The group went on to form a mission statement for the project.

**Willits** – The excavation and foundation permits for the seven (7) rowhomes to be constructed on Block 11 South were issued. The Aspen Skiing Company application on Block 9 was reviewed by the Council and the first reading and public hearing were continued to June 11th.

**Basalt River Park Development** – Town Council approved the sketch plan application at the May 28<sup>th</sup> meeting. The next step is that the Applicants will need to prepare a final plan application for resubmittal to the Town for review and to prepare the letter of map revision for the floodplain.

## **Finance**

The audit work is nearly completed and we are celebrating that milestone by looking at all of our accomplishments over the past 8 months, and also unburying from the carnage of emails and to-do stickies that are left in the wake of the audit’s path. Thank you for the patience of department heads and others in waiting on other projects until we are through this audit! We still need to review the

audit's financial statement information in the next month, but the actual fieldwork and reconciliations are completed, except for fixed assets noted below.

The audit results will be reported to Council in July by Paul Backes from McMahan and Associates. We are still working on uploading depreciation and fixed assets in to our Caselle software system and finalizing our fixed assets for 2018. This will be the first time we have tracked fixed assets internally, at least for a very long time. Prior to this year, our former auditors tracked our fixed assets. This will give us a better understanding of our fixed assets moving forward, allowing better planning for the Town's Capital Improvement Plan (CIP).

After looking back at the 2018 results for quite some time, it's now important to focus our eyes forward on our financial future. I took a survey through CML that will measure fiscal health of cities and towns across Colorado. This study is meant to look at how governments are preparing themselves in the case of another downturn. According to the NLC (National League of Cities), the organization that is conducting the survey, the next recession will occur in 2021. CML is working with the NLC to ensure that Colorado cities and towns are well represented in this year's survey.

The budget education mailer will be sent out the end of this week, so look for that information in your local mailbox soon! We appreciate and would like your feedback about this information. Our intent is to engage and empower the community in the Town's finances. We hope this level of transparency will continue to build trust from our community.

Ryan and I are continuing to review various options regarding the TABOR situation. We have met with Dee Wisor and Jeff Conklin this week to start to craft various options for Council's consideration. The TABOR issue is a challenging and complex issue, and there are lots of potential solutions that we need to review in depth. We hope that this knowledge will empower Council to make the best decision possible given this challenging situation.

## **Police Department**

Town Administration, Planning, Public Works and Police Department staff met to identify areas throughout Town that might be subject to runoff flooding. Areas have been identified and work is beginning to minimize impacts to Town property and infrastructure. We continue to stress the importance of private property owners contacting local contractors if they have a desire to fortify their property.

All officers are participating in second quarter range training. This quarter is being spent at the Aspen Raceway. Officers are receiving training on low speed driving, backing, pursuit driving while performing various high stress scenarios.

Chief Greg Knott attended a quarterly meeting with the 5th Judicial District Attorney, Sheriff Van Beek and Chiefs of Police from the Eagle River Valley.