

MEMORANDUM

To: Mayor & Council Members
From: Preston Neill, Acting Town Manager
Date: March 14, 2019
Re: **COUNCIL BRIEF**

OVERVIEW

Below is an update on key projects and activities during the last month.

HAHNEWALD BARN PHASE 1 PROJECT

As was directed by Council, on Monday, March 4th, Eric Heil and I reviewed emailed comments on draft versions of the Survey Question and Fact Sheet. We made an effort to incorporate suggested changes that were appropriate neutral, objective and accurate. A Community meeting was held on the morning of Tuesday, March 5th, where Town staff presented the revisions that were made to both the Survey Question and Fact Sheet. About ten members of the public and five Council members attended the Community meeting to provide additional comments or suggested revisions to the language in both the Survey Question and Fact Sheet. By the end of the meeting, the language for both the Survey Question and Fact Sheet were finalized in a way that was generally acceptable to people in the room on both sides of the issue.

On Tuesday, March 12th, the Survey Question mail packets were mailed to all qualified Avon electors. Voters must follow the submittal instructions identified on the Survey Question. Voters may deposit their Survey Question in the ballot box located in the lobby of Town Hall or they may deposit their Survey Question ballot in the U.S. Mail. **Ballots must be received by the Town Clerk's Office by 5:00 p.m. on April 2nd.**

For Avon residents who do not receive a Survey Question mail packet and are interested in participating in the survey, they can register to vote at www.govotecolorado.com, then submit proof of voter registration and Avon residence to the Avon Town Clerk between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Once voter registration and Avon residence are confirmed, a Survey Question mail packet will be provided.

Brenda and I will spend the evening of April 2nd validating signatures and counting votes. Our aim is to announce the outcome of the vote that evening.

COMPOST ADDED TO AVON REGIONAL RECYCLING CENTER

Last November, the regional recycling center in Avon moved to Lot 5, a Town-owned parcel, located next to the Home Depot. The Town of Avon worked with Eagle County to transition the Avon Recycling Center from the site operated by Vail Honeywagon to the new site. The drop-off site is open to the public between the hours of 8:00 a.m. and 5:00 p.m., seven days a week.

The Town recently partnered with Vail Honeywagon to place a compost drop-site container at the Avon regional recycling center. Vail Honeywagon has established a variety of drop sites for residents who would like to participate in their compost program. Only people who have signed up for a compost drop-site membership are allowed to drop off their compost at any of the compost drop sites. If you are interested in signing up for a compost drop-site membership, please contact Vail Honeywagon at requests@vailhoneywagon.com.

RECREATION

From John Curutchet, Recreation Director:

The Avon Recreation Center is in the middle stage of a capital remodel and upgrade. Upon completion of the project the Recreation Center will feature:

- A new Yoga and multi-purpose studio

- An expanded cardio exercise area featuring 11 new treadmills, new bikes, AMT's, Arc Trainers and Peloton bikes
- New Cybex strength equipment
- New 2,650 square foot advanced strength training room
- Fitness studio equipped with TRX and "WELLBEATS" on demand fitness classes

FINANCE

From Scott Wright, Assistant Town Manager/Finance Director:

- Valerie Barry, longtime Avon employee with over 36 years with the Town is retiring in March. Martha Anderson has been promoted to Finance Manager and currently is in training to take over the position.
- A paperless invoice approval process through the Town's Laserfiche records management software has been implemented and is in use in the Finance and IT departments. This process, which provides an electronic workflow for the approval of vendor invoices, will be rolled-out to other Town departments in the weeks and months to follow.
- Over the past year the Finance Department has been converting its asset management system over to a product called PubWorks. Originally purchased by the Town's Public Works and Facilities divisions as an inventory and work order system, it was discovered that the software could be used to track data on the Town's capital assets such as infrastructure, fleet and machinery and equipment. All assets are outfitted with a depreciation schedule and there are a number of reports that produce information as part of the year-end audit process. The system can also be used to track location and condition as well as the future replacement cost of an asset.
- In November 2017, Avon citizens passed a ballot measure that added a \$3.00 per pack cigarette excise tax and a 40% sales tax on other tobacco taxes. The Finance Department worked with its sales tax software vendor MuniREVS to make the appropriate changes to its forms and workflows in order to allow tobacco retailers to continue to use the online portal for filing and remitting these taxes.
- In October of last year, the IT Department successfully transferred desktop computers, monitors and copiers from the old Town Hall to the new Town Hall without any disruption in service. Prior to the actual move, there were dozens of hours spent in running new fiber, setting up new racks, power backups, switches, wireless access points, cabling and other infrastructure necessary to a functioning computer network. Later this spring, the remaining servers and switches that make up the Town's data center will be relocated to their permanent home at the Public Safety Facility.
- Recently, the IT Department set up a new IT Help Desk page on the Town's Intranet site that provides tips and assistance to users.

FLEET MAINTENANCE

From Rego Omerigic, Fleet Director:

Fleet has recently replaced 3 SUVs with hybrid vehicles, reducing 7 metric tons of carbon output per year.

Composition of Avon's Hybrid fleet:

- 7 hybrid SUVs
- 1 hybrid transit bus

- 1 plugin hybrid electric vehicle

MOBILITY

From Eva Wilson, Mobility Director:

- The Mobility Department garnered its first-ever transit operations grant of \$321,000 from the Colorado Department of Transportation for 2018/2019. This funding supports our transit expansion into the evening hours with the Night Rider service.
- The Mobility Department also launched the first bike-share program in the Vail Valley in 2017 and continued to expand in 2018 from four to six stations across the Avon valley floor. Future development will include assessing the fit of e-bikes and e-scooters in our community.

POLICE

From Greg Daly, Police Chief:

The Avon Police Department is the smallest agency in Colorado to be accredited through the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA®). The CALEA Accreditation program provides public safety agencies with an opportunity to voluntarily meet an established set of professional standards. Avon PD recently completed year three of a four-year CALEA accreditation assessment cycle and were found to be 100% compliant to the Commission standards. Fewer than 1% of law enforcement agencies in the United States are accredited through CALEA. Additionally, Avon PD recently received a five-year accreditation renewal through the Colorado Association of Chiefs of Police (CACP). The staff at Avon PD are proud to be accredited by the CACP, as it reflects all the hard work that the men and women at the Avon Police Department complete 24 hours a day, 365 days a year to serve to better the community.

PUBLIC WORKS

From Gary Padilla, Public Works Director:

- Water use by the Town's irrigation system was reduced by approximately 50% in 2018. Even with that reduction, Public Works personnel were able to maintain Nottingham Park turf to a high-quality standard.
- Public Works personnel have done a great job of continuing snow removal operations throughout the Town, even while being short staffed.

Please call or email me with any questions.

Sincerely,

Preston