



**AGENDA ITEM 6**  
**TOWN MANAGER**  
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**TO:** Mountain Village Town Council  
**FROM:** Paul Wisor, Town Manager  
**DATE:** September 12, 2024  
**RE:** Department Updates

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Executive Summary: Below is a summary of notable activity within each of the Town's departments. Please contact the Town Manager if this report raises any questions.

### **Public Works**

VCA Bus Stop project has gone out to bid with one qualifying applicant. We plan on assessing the bid and construction schedule to make a decision on continuing into construction or re-opening the bid this winter with plans of a spring start of construction. Based on feedback from the construction community, we may have more competition in the winter for the project as companies begin to build out their 2025 schedule as opposed to the current market condition with many companies struggling to finish/dry-in jobs before the weather changes. We expect to have a project bid and construction schedule the week of the 19th to make this assessment.

#### *Road & Bridge*

Asphalt patching and repair has re-started around Mountain Village, notably near the entrance to Town. The team is also working on sewer maintenance throughout our system, focusing on repairing old infrastructure and protecting the collection system from water infiltration and inflow (I&I). Road & Bridge has also been assisting with heavy equipment operations for Plaza initiatives.

#### *Water*

The pump station is currently undergoing multiple repairs to 2 motors and one pump. The equipment is being rebuilt as expediently as possible to be prepared for winter. Current water production is keeping up with demand. The Double Cabin water tank is being repaired due to some small failures in the coating application of 2023 and is expected to be complete by the week of the 19th – all services are being maintained throughout the repair work.

#### *Plaza Services*

Final Market on the Plaza is on the 11th and the crew is shifting towards fall prep work and Christmas decorations are being ordered. The flower bed at the entrance has undergone a complete removal of all old plantings and replaced with 3 spruce trees that will be encircled with

new floral arrangements next summer. The team is also working on reclaiming a section of turf grass near the entrance to be re-seeded with a native grass and wildflower mix.

### *Facility Maintenance*

Town Hall entry area and new offices construction is nearly complete with final furnishings being installed. The new roof on VCA Building #8 is completed. The team will now be focusing on some new street signs for the re-addressing project and troubleshooting general maintenance around the Village.

### *Vehicle Maintenance*

The VM staff has been assisting the Water Department with repairs at the pump station and has nearly completed the bear-proof doors for the new trash compactor building in VCA. Services are being kept in check and new vans have been brought online this month.

## **Parks and Rec/Parking/Gondola**

### *Parking*

Overall August parking numbers, generated using daily noon counts, were down 7.3% when compared to August of 2023. Gondola Parking Garage saw a 15.3% decrease in parked vehicles and Heritage was down 7.6%. Phase 2 structural steel painting in Gondola Parking Garage continues, on-schedule, with a projected completion date of September 30th. On August 1st, levels 1 through 3 were closed, cutting GPG's capacity in half. Painting crews will pause work on the level 3 ramp for the Blues and Brews Festival, which will bring the garage back to full capacity. The lower levels will need to be reclosed after the festival in order to complete this phase of the project. Staff continues daily coordination with the contractor to minimize disruptions to the public. Alternative parking options have been and continue to be messaged to system users.

### *Gondola / Bus*

Gondola ridership YTD is down 0.36% from 2023 having provided 2,307,284 passenger trips through August. Passenger trips totaling 337,874 for the month of August were down 0.59% when compared to August of 2023. With the exception of several shutdowns for lightning, there have no significant downtime events since the last reporting period. Capital grant awards from CDOT's spring call for projects yielded two successful grant applications totaling \$520,000 in State FASTER funds to replace and/or rebuild carrier grip and driveline components that are nearing the end of their useful service lives.

Meadows bus ridership was down 7.1% when compared to August of 2023. YTD Meadows bus ridership is down 5.8%. The Town took delivery of two new grant funded vans on August 15th for the municipal bus fleet. They were put into service on September 2nd as a part of the expanded Meadows Bus service. Between the hours of 7am-9am and 3:30pm-5:30pm service to the Meadows neighborhood has doubled, providing four headways per hour from the Meadows post office. The Town was awarded an FTA section 5311 grant in the amount of \$291,232 to replace two buses that have exceeded their useful life benchmarks. The new buses are expected to be in service for the summer 2025 season.

### *Parks and Rec*

The summer push for the parks and recreation crew continued with the installation of new fences and fresh mulch at Meadows and Sunset Playgrounds. Heavy rains over the past month washed out sections of trail throughout the TMV system, necessitating emergency maintenance to rebuild affected areas. Crews continued revegetation and slash removal activities from new trail construction. Decks were sealed around the paddle tennis hut and the trail to the facility was top dressed with fresh material.

Construction on the VCA to Boulevard and Bear Creek trails are on temporary hold awaiting wetlands reports but are still expected to be built this construction season. Wall construction on Boulevard Trail will be completed the week of 9/8, and improvements to the center section should be wrapped up end of week 9/15. The Boulevard Trail sidewalk re-route at Village Bypass ski run is in the contracting phase and expected to begin construction by end of month. Engineering and design for the new sidewalk on the west side of Mountain Village Boulevard, between Vischer and Aspen Ridge is underway and is anticipated to be built during the 2025 construction season.

On-going routine facility and venue maintenance, general Town-wide beautification, and noxious weed control activities rounded out the schedule for the parks and rec crew since the last reporting period.

### **Munchkins**

The waitlist is public! A big thanks to Katherine Warren for helping to get the waitlist onto our website so parents can follow along on the progress. I hope that making this more transparent will ease the families' stress and anxieties around childcare. We have already received very positive feedback from a few families, saying it's helpful to see where they stand! We currently have 45 families on the waitlist.

The preschoolers are diving into a civics lesson, learning all about elections and how to vote. They are holding an election to vote on a class pet. The candidates are a hedgehog or an axolotl. They will register to vote, research both candidates, talk about the pros and cons of each, and eventually vote in October. Please stop by to see how the election is going!

We have been able to move some students through the program which has opened two spaces in the infant room; the first movement we have had in the infant room since February!

Munchkins will begin to start the search for the staff necessary to open the new room in January. The State requires that the room be set up and staffed before they will increase our licensing capacity.

### **Community Development**

#### *Planning*

Planning continues to work through large development applications. Construction Mitigation Plan for the Lot 30 project has been revised for staff approval for initial phases of this development and the permit should be issued by early the week of 9/16. Four Seasons continues to interact with staff on various pre-building permit submittal topics, a right of way encroachment request is before Council this month. Small staff level design reviews for re-roofs, landscaping, minor remodels etc. have stayed fairly consistent, though applications for new single family home design review has slowed. Staff is focusing more on long deferred issues such as process efficiencies, CDC amendments and ADA document compliance issues.

## *Building*

Code books for 2024 code adoption have arrived and staff is spending significant time reviewing those for planned adoption in winter of 2025. Compliance enforcement is up which is usual in the summer building season, and inspectors are also assisting with issues related to CDC compliance. We are taking mostly an educational approach to enforcement issues, and contractors have generally been cooperative. Electrical inspections in Town of Telluride are being conducted by TOMV at this time.

## *GIS*

Phase 2 re-addressing began July 8, and all affected parties were notified. Recently, it was brought to our attention by a resident that post office staff didn't seem to be aware of the change. We now understand that the previous postmaster had left her position unexpectedly and hadn't followed protocol as it relates to re-addressing. We are in contact with the new postmaster, Clint Cloud who as assured us that the situation is being remedied. We will continue to work on making sure we have clear communication with the post office through all future phases of re-addressing. To avoid any difficulties with delivery of ballots for the upcoming election we will pause the next phase of re-addressing until after the election – likely mid November.

Forestry will give a seasonal update as a separate agenda item.

## **Clerks**

I'll open with a very sad note: Deputy Clerk Kim Schooley has taken a Deputy Clerk position in North Las Vegas. Her last day was September 13th and we wish her great success and much happiness in her new adventure.

The 2025 Mountain Village Community Grants Program opened for applications August 26th through September 25th. Applications are encouraged from organizations with programs, projects or services that support and promote a healthy and robust community in Mountain Village.

The Clerk's office continues with document accessibility conversions and training to ensure consistent compliance.

## **Human Resources**

Learning & Development Training: Our 2024 commitment to Learning & Development training continues with September's training titled: "Start With Why: An Upgrade to Old School Customer Service Training." The HR team is currently working on Talent Acquisition and Workforce

Planning: Developing strategies to attract, recruit, and retain top talent that aligns with the organization's long-term needs.

Employee Development: Utilizing NeoGov and its various modules, designing development programs to enhance employee skills, support career growth, and ensure a competitive workforce.

Compensation Strategies: Working with Laurie Graves of Graves Consulting to establish competitive compensation strategies that attract and retain talent while managing costs effectively.

## **Police**

In August 2024, MVPD responded to 626 calls for service. These included the arrest of an intoxicated female who refused to leave a restaurant, disorderly conduct summons issued to two people for fighting, three dog bite cases with summons issued in two of the cases. We also responded to three motor vehicle crashes with one being a hit and run case. There was a disturbance at a local hotel and a shoplifting case that we were not able to identify the suspect. San Miguel Sheriff office requested assistance in their jurisdiction for a physical altercation

MVPD also continued our focus on training this month. Deputy Chief Moir attend a weeklong Rocky Mountain Tactical Team Association conference that included live training on response to several different scenarios. All staff attended stress tolerance training, provided from a former SMSO deputy and completed department policy and procedure “teach backs”. Officers are assigned a particular policy to research and present to the rest of staff. We also completed the second 4-hour training on Haz-Mat response taught by Telluride Fire Protection District staff

We had exciting community involvements in August. MVPD/ TFPD/ SMSO hosted a very successful National Night Out. We originally planned to be at VCA but pivoted due to weather concerns and hosted the event at Station 2 Fire bays. This location worked very well and allowed indoor seating for those that wanted it. Officer Uribe went to Mountain Munchkins and talked to the preschool kids about seat belt safety. We are working with Mountain Munchkins to present topics regularly and have story time at the day care. Sgt Moir and Officer Uribe attended Cafe con la Policia in Telluride and MVPD will be hosting an event in Mountain Village on Sept 17th.

## **Economic Development, Sustainability, and Communications**

### *Economic Development*

The Town is in the contracting phase with the selected consultant for the Village Center Commercial Space Study. We look forward to kicking off this project and expect work to progress over the winter.

The Plaza Vending Committee held its final meeting of the summer, concluding work sessions that informed the revised Plaza Vending Regulations that are being presented today - staff is appreciative of the thoughtful and thorough input provided by all stakeholders. Interface development is underway for the new digital information kiosk with expected installation to be complete before the winter season.

The final Market on the Plaza of the summer was held on September 11 - big kudos to Molly Norton, Brett Button, and the entire Plaza Services team for their hard work in producing and executing what was our best Market season yet!

The winter destination marketing campaign is in the final stages of development and builds upon the summer campaign “Beyond it All”. The full campaign will launch in our destination markets in early October.

### *Telluride Conference Center*

For the first time, the TCC hosted “After the Telluride Film Festival” which featured two screenings of some of the top films from the Telluride Film Festival on Tuesday through Friday of the week following the event. It was a great addition to the Telluride Film Festival experience in Mountain Village and one we hope will continue in future years.

Marketing has begun for the Mountain Village Dinner and a Movie Series which will feature the films “IF” on Friday September 20 and “Dune: Part 2” on Saturday September 21. Each film will feature a variety of seating options, a full dinner menu, traditional movie concessions, and a full bar. Tickets are \$15 for adults and \$10 for kids and Citizens State Bank is sponsoring the event.

Agreements are in place for the TCC’s customer relationship management (CRM) software and event marketing platform with historical information being incorporated into the relevant databases.

### *Communications/Public Information*

In tandem with the Clerk's Office, Kathrine helped launch our 2025 grants application process on a new application software GoSmart. Switching to GoSmart will allow the Town to grant more funds to local non-profits next year due to lower administrative costs. The application deadline for 2025 funding is 11:59 p.m., Wednesday, September 25.

Kathrine has been working with Zipcar representatives to get the program announced and officially launched to the community and has worked with the Forestry Department and US Forest Service in preparation for trail closures during helicopter operations. Both announcements are expected the week of September 16, pending an official start date with the helicopter company.

After some unexpected delays that pushed us too close to the end of the summer, the Community Survey will officially launch in December 2024 and run through January 2025 to capture input from the community during a busier time of year. The survey will be in Spanish and English, and the Town is working with ETC Institutes to administer the survey and process survey results.

### **IT**

The integration of various users and systems into Microsoft's Entra system marks a significant advancement in information technology management. With the anticipated completion in late 2025, this initiative is set to enhance compliance controls across users and devices, ensuring a more secure and regulated IT environment. The completion of the first phase of the 2025 budgeting process, which includes numerous new cybersecurity systems, reflects a proactive approach to digital security. The tech committee's approval in 2024 underscores the strategic planning involved. IT has been busy adding new connectivity for new offices spaces at Town Hall as well as adding additional networking at the Conference Center.

### **Finance**

The Finance team has been deep in the throes of budget and audit – a situation we hope to never have to deal with again.

## **Town Manager**

### *Ilium Housing*

The infrastructure committee continues to meet to discuss how best to finance and construct affordable housing on the Ilium housing parcel. We plan to meet with a non-profit finance group mid-September to learn more about housing finance strategies.

### *Alexander II – Wastewater Treatment Plant Site Feasibility*

Most of the onsite field work will be completed by October working towards a pre-application meeting with the County this fall. We are also working on getting ahead of any requirements needed to best position the property for wastewater treatment plant site permitting. The mayors and managers will meet in early October to discuss timelines and milestones related to the formation of a wastewater authority with the Town of Telluride.

### *Housing*

We did not successfully recruit for a housing manager position with two rounds of openings for the position. We are taking a pause and will regroup in January of 2025 to fill the critical housing position.

### *Meadowlark*

A 60 day notice was anticipated to be issued by the development team to make buyers aware of when we anticipate a Certificate of Occupancy and Closings. The anticipated closings are tentatively scheduled for November 12, and we are hoping it will be moved forward a week or two optimistically but no sooner than October 31st. Housing and Planning staff are preparing for the closings forthcoming. We are excited to have our community members moving into Meadowark. We currently have one unit not under contract which is D106 a townhome.

### *Grants*

The Town was awarded a Zero Emissions Vehicle (ZEV) Workforce Development Grant to procure equipment and tools for electrical vehicle maintenance and to bring ZEV training to Southwest Colorado. Mountain Village partnered with the Town of Telluride and Telluride Tire & Auto Service on this application. The Town and our partners are reaching out to regional municipalities and businesses to invite them to join the ZEV training program, which has open spots for five more vehicle technicians.

The Town of Telluride and the Town of Mountain Village were awarded \$312,000 to develop a Telluride-Mountain Village Comprehensive Transportation Safety Plan. The completion of this plan will qualify us to apply for implementation funding through the same federal program.

In collaboration with the Sneffels Energy Board, the Town was awarded funding assisting with the adoption of 2024 energy and building codes. The funding will be used to purchase technical materials, for Building Department personnel to attend trainings, and to fund a local training in Mountain Village for contractors and building personnel.

The Town has issued a Request for Proposals (RFP) for the Village Court Apartments Bus Stop. Construction of the bus stop is contingent on RFP responses and availability of contractors to begin the work.

Town staff are currently pursuing grant opportunities for water infrastructure, multimodal infrastructure, forest health and wildfire risk mitigation, and community facilities including playgrounds.

### *Sustainability*

The VCA Composting Program has diverted over 4,000 pounds of compostable materials from the landfill in 2024 to date. This is approximately a 26% increase in diversion from the same time period in 2023. Additionally, the Town has a green waste compost bin available for free, public use outside of the Gondola Parking Garage.

The Town will be hosting an EV Ride and Drive event on September 25 in collaboration with Town of Telluride, EcoAction Partners, and Four Corners Office for Resource Efficiency (4CORE).

The Town continues to work with ICLEI on updating TMV's greenhouse gas emissions inventory which is expected to be completed in October. This updated inventory will help inform the completion of the Climate Action Roadmap project. The Town continues to offer great incentive programs to assist our residents and businesses to realize energy savings and increase resiliency. The Building Energy, Solar, Composting, Smart Irrigation, and Fire Mitigation programs are ongoing, and more information can be found on the Town's website. Bruin Waste continues to work through the initial phase of their commercial composting operation with plans to offer commercial composting services to all interested commercial and multifamily properties starting in October 2024.