



Capital Needs Committee 7/19/2021

Zoom Only

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Basalt Capital Needs Committee Meeting #6 Agenda

Date &

Time: *Monday, July 19, 2021 4-6 PM*

- Call Meeting to Order – Meeting Chairperson (5 minutes)
- Roll Call (5 minutes) (List representative for this meeting):
 - BACH _____
 - Basalt Chamber _____
 - BEMC _____
 - BPAC _____
 - FAB _____
 - Green Team _____
 - POST _____
 - P&Z _____
 - VALE _____
- Approval of meeting minutes from July 7, 2021 (5 minutes)
- Discussion –Upcoming dates (5 minutes)
- Community input and education (20 minutes)
 - Final presentation to Council included in the packet – survey
 - Straw poll discussion – options to get top 3 picks for each Committee member – can give during July 29 meeting, or between July 29 and Aug. 2, after cost estimates are completed.

- Community discussion/ Q&A – Open House August 4 at Basalt Library 5 – 7 PM.
 - Chips to provide additional feedback for Council
 - 4 Easels with summary and survey data, plus 6 easels with project information
 - Will be manned by consultants and Town staff. Council will attend.
 - Request attendance to Open House of Capital Needs Committee members
- Discussion/Update on Projects (1 hour 20 minutes)
 - Update on projects and feasibility;
 - Update of the Matrix based upon feedback at last meeting
- Meeting Adjournment – Meeting Chairperson
- Next Meeting OVER ZOOM – July 29, 4 – 6 PM

Capital Needs Committee Minutes
7/7/2021

1. Eric called the meeting to order at 4:01 pm.
2. Voting at the meeting –BACH - Mike Kostrosky, BASALT CHAMBER – Sylvia Theisen, BPAC – Liz Bell, BEMC – Leroy Duroux, FAB - Cheryl Ruppel, Green Team – not present, P&Z - Eric Vozick, POST - Paul Hilts, VALE - Ann Stephenson. Non- Voting - P&Z – Bill Maron, Non-Board –Ryan Mahoney, Christy Chicoine, Bill Ray, Wayne Freeman, and Laura Dougherty
3. Meeting Minutes –Mike motioned to approve the meeting minutes, Cheryl seconded. everyone approved the meeting minutes.
4. In person or Zoom meeting – Eric asked for feedback. Wayne and Ryan noted that the hybrid doesn't work well yet. Ryan stated we are working on different alternatives but for now wanted to see what the committee wanted to do. Sylvia and Mike noted that the Zoom was their preference for now. We will continue with Zoom meetings for now.
5. Open House – August 4 from 5 – 7 pm, with pizza
 - a. Christy discussed that it will have about 5 easels, one for each project, and each easel will have a Council member and/or staff to answer questions. This flexible presentation style will allow folks to come and go as their schedule allows.
 - b. Sylvia – likes the idea of the flexible presentation; asked if this will be a continual education or one and done? Christy – This will be the main push before the decision is made by Council whether to go for a ballot initiative, then it will go to a campaign. Ryan – noted that door knocking and other education venues will happen when a campaign is created.
 - c. Mike – Question
6. Survey discussion – Bill Ray
 - a. Results are anonymous, except where people chose to provide their email address to stay apprised
 - b. 203 surveys received, which is very good – balance of respondents is good between Counties, similar to actual total percentage population by County. Additionally, the data represents the ages of voters similar to what we would expect in an odd year election.
 - c. The community has shown in the survey they want regular updates and education throughout the process.
 - d. 60% support for the sample ballot question that was posed per the survey.
 - e. Workforce housing, Senior Housing, Midland Avenue, and Green Initiatives were ranked the highest. Affordable Workforce Housing was ranked highest.
 - f. Primary concern of why they selected “unsure” on the sample ballot question is that they want more information/clarity. As clarity comes, then it will help the unsure voters to move to yes voters.
 - g. Question – Gerry – East Basalt vs. Willits? They simply distinguished by County. Eric – asked about other demographics, such as race, if that was asked – Bill said he usually doesn't because we don't want to freeze out responses.
 - h. Liz – noted she didn't get a survey. Bill does get a lot that are returned as undeliverable in Basalt for some reason. She asked if the data could be sliced by # years residency, to see their data specifically.
 - i. Leroy – asked if only one survey was received for each household? Bill said yes – but everyone can take the survey online in the household.

- j. Eric – asked if the Committee will have another look at this? Bill said committee members can send him an email.
 - k. Mike – asked about assigning more numbers to Matrix. Ryan – said you may also want the Committee results, as well as cost estimations. Mike – asked about cost estimations – Ryan stated we are moving forward with projects that are being contemplated, for expediency. This will provide good information to the Town regardless of the final decision of which projects the Town moves forward with now.
 - l. Bill – provided information to answer Sylvia’s question – sorted by residents that have been here for a while. He will pdf that and email it to the Capital Needs Committee.
7. Project Matrix
- a. Wayne –
 - i. Staff looked at whether the projects fit under a bond, and whether the projects are ready? Christy noted there were a few that do not qualify under a bond – because they are not a capital project.
 - ii. Christy discussed Affordable Housing options the land purchase with a partnership seems to be the most impactful option. Once the land is there, then a partnership is viable.
 - iii. Ryan – discussed solar option at Basalt High School. This option would also include battery backup. Holy Cross is looking for up to 500 MHZ projects. There is a lot of work to be done, but staff is looking at this option.
 - iv. Mike – asked about how the Committee should use the Matrix – would the Committee use this as a tool or is it the Committee should choose the top projects according to the Matrix? Ryan – it is a tool. Mike said that project readiness is not something he would make a decision based on project readiness. Ryan – project readiness was important to Council, but the Committee can slice and dice this as you see. Mike – need to be careful about methodology.
 - v. Sylvia suggested making a motion about the Matrix that it is a guide/decision making tool only, and not the final decision regarding which projects move forward? Mike said yes, and to get rid of the project readiness?
 - vi. Paul – discussed “do you need it” or “do you want it” then pick top 3 projects in the end. Each one needs to come up with decision on ranking.
 - vii. Bill – help to facilitate, could put a straw poll survey tool together.
 - viii. Ryan said – take down columns – strategic work plan and project readiness.
 - ix. Sylvia – the Matrix is important to get in to this discussion in a meaningful way, but we may want to pair down.
 - x. Leroy – affordable housing – believes we need a project and a site. He wasn’t sure about where additional funding is coming from with \$14 million. You need to eliminate the ones that are not possible? We are way ahead or way behind.
 - xi. Cheryl – can we use viability factor vs. project readiness? So that a “1” or “2” doesn’t become a deterrent.
 - xii. It was a consensus to change project readiness to viability (Yes/ Potentially / No), and delete the Strategic Workplan ranking.
 - xiii. Other Committees – were to rank the projects, ranked in a survey as individual committee members (not as a whole), average the scores of each individual committee member. Mike – happy to get committee input – want to see if it should be in Matrix or not? We could peel the column of committee input out of the Matrix and would be used as a separate ranking/piece of data. Ryan

filmed an explanation for each of the projects, so folks can watch that at their leisure. We will know which committee each are on. We can tally by committee.

- xiv. Liz is frustrated about big picture numbers on the projects at this time. Ryan – talked about providing the numbers at this meeting, but we wanted more accuracy, and could get that to then by July 29. Ann doesn't want to go back to committees. She likes the idea of "viable" and "not viable". Ann likes simplification.
 - xv. Sylvia – value in us to go back to committees, but don't want them to do the survey. Would like to see "Time" and "Financial" viability. If some score extremely low, then they could be dropped moving forward on the list. Mike – don't score \$14 m – include in viability and drop that one off.
 - xvi. Ryan – takeaways – simplifying the Matrix, providing the cost. Drop the strategic work plan, include viability that is not numerical. Eric – suggestion – Bill could send a survey and link to every committee member. Better to having it anonymous. Would be after costs on July 29 and before August 2.
8. Meeting adjourned at 6:09
 9. Next Meeting July 19 from 4 – 6 PM.

Timelines & Capital Needs Committee Meetings (Two hour meetings)

NOTE: Council updates will occur throughout this process

1. March 18 – 19 – 1st Visit CT to Basalt – Meet with CORE/Holy Cross & reconnaissance
2. March 25 – Deadline – Facility Assessment Plan from Cushing Terrell
3. March 31 – April 2 – On-site Facility walkthrough – including CORE/Holy Cross
4. Week of April 12 – Space Needs Assessment Meetings with Staff/Department Heads
5. April 13 – Council approves by-laws for Capital Needs Committee
6. April 23 – Deadline for appointment of committee members (with alternate)
7. April 30 – Deadline to coordinate set-up of Committee with member names and contact information
8. Week of May 10 - Coordinate first meeting of Committee – May 17 – orientation
9. Between May 1 – May 20 - Create thoughts/draft for the 1st survey for the Committee to review during the Week of May 24th meeting
 - ii. Group items in the Master Plan or Consolidate similar items
 - iii. Start drafting survey for the Committee to review
 - iv. Include progress info from Facility Needs Study
10. Capital Needs Committee Week of May 17:
 - a. Orientation
 - b. Discuss overall process & timeline
11. May 26 – Draft review Facility Assessment Report/Space Needs Assessment to Town Manager
12. Capital Needs Committee Week of May 24:
 - a. Review Master Plan – Process, Document, Final work product
 - b. Review Master Plan priorities
 - c. Discuss Facility Needs Study/Potential large projects
 - d. Categorize Master Plan priorities into bigger buckets
 - e. Review Draft Survey
13. June 8 – Council meeting – Discuss Facility Needs Study results
14. Capital Needs Committee June 9:
 - a. Continuation – Review/Categorize Master Plan priorities
 - b. Review Facility Needs Study, including Space Needs Study

- c. Determine bigger items it may make sense to focus on for survey
 - i. Based upon the Master Plan & Facility Needs Study, which items does the Committee believe the Town should focus on doing in the next 1 – 2 years? 3 – 5 years? 6 – 10 years?
 - d. Finalize public input survey
 - e. Finalize in-person meeting for community input
- 15. June 10 – 11th morning – Council conversations, 1 – 1 discuss survey
- 16. June 11 Early Afternoon – Press release for survey/mailed sent
- 17. June 11 Afternoon – Public survey live
- 18. Capital Needs Committee Week of June 21:
 - a. Continuation – Facility Needs Study discussion
 - b. Continuation – Master Plan discussion
- 19. June 30 – Last day to take public survey
- 20. July 5 – Results available/compiled by Bill Ray
- 21. Capital Needs Committee Week of July 5:
 - a. Discuss survey data and community input
 - i. Is the data clear-cut or is more input needed?
 - b. Place larger projects into 1 – 2 year, 3 – 5 year, and 6 – 10 year prioritization categories.
 - c. Refine project costs for prioritized projects
 - d. Prepare for survey data presentation to Council July 13 and feedback on where the Committee is at with prioritization – Worksession July 13
- 22. July 13 – Council worksession to discuss survey results.
- 23. July/August – In-person meetings with citizens for further input
- 24. July 23 – Deadline to notify county clerks about intent to participate in election
- 25. Capital Needs Committee Week of July 19:
 - a. Refine prioritization based upon community and Council input
 - b. Refine project costs for prioritized projects
- 26. July 19 – July 29 – In-person Community input – Ballot Language/refinement
 - a. Compile results for the next Capital Needs Committee meeting
- 27. Capital Needs Committee Week of August 2:
 - a. Finalize prioritization data to Council to be discussed August 10 Council meeting
- 28. Mid-August – *FOR INFORMATION ONLY* – External Ballot Issue committee established

29. Capital Needs Committee Week of August 16:
 - a. Discuss Council feedback and revise, if necessary.
30. August 24 - Deadline for county clerks and coordinating political subdivisions to sign intergovernmental agreements for the 2021 Coordinated Election
31. August 24 – Final Resolution approved by Council for ballot initiative
32. August 31 – Backup additional Council meeting, if needed for approval of Resolution from Aug 24.
33. September 3 - Last day for the designated election official from a political subdivision that intends to conduct an election to certify the ballot content
34. September 17 - Last day to file pro/con comments and TABOR statements on local ballot issues
35. October 11 – First day mail ballots may be sent to voters
36. November 2 – Election Day

BASALT FORWARD 2030 PROJECT UPDATE

DATED JULY 19, 2021



Goals of 7/19 Meeting

1. Provide an update of the projects
2. To educate Committee on project details based upon current information
(subject to change)

Initial Project List with Modifications (in order of Popularity per Master Plan Process) shown at 6/9 Meeting

- Affordable Housing - Build or support others through partnerships to build
- Transportation – Connector Shuttle (Old Town to Willits) or free RFTA bus service within Town zone – Alternative funding source
- Green Initiatives – Invest in significant solar project or similar large emissions reduction project
- Pedestrian connectivity – Construct pedestrian bridge over the Roaring Fork (near the Library) – Not in current proposed list
- Midland Avenue Streetscape
- Southside Drive/Midland Avenue underpass – Only design is currently included
- Child Development Facility – public/private partnership?
- Town Hall/Community Building (Added from Facility Needs Study)
- Police facility (Added from Facility Needs Study)
- Downtown and Willits Parking – no current project
- Public Works and associated green infrastructure (added from Facility Needs Study)

Affordable Housing Options

Buy land for affordable housing to partner with others

- 4 lots in Stotts Mill are available for Town purchase per PUD
- Unidentified projects such as a Stott's Mill Multi-family lots, Sopris Meadows Parcel 5
- Parcel 9 in Sopris Meadows (currently being researched by Staff)

Buy Down Deed Restrictions

- Options may include Willits Block 3 Apartments, Lumins in Block 11, 525 Basalt Avenue and future non-deed restricted units in Stott's Mill and River Park Development (Possibility as a bond project currently being researched by Staff)

Affordable Housing Options – Took off from 6/9/2021

- Further Buy Downs from 8 Deed Restricted units in Aspen Skiing Company Project – not impactful enough.

Connector Shuttle and/or Free RFTA Service – Not on Current List

- Town looking at using “Downtown” but this would not be part of bond.
- Town is currently engaging with representatives regarding a proposal for future Basalt Service
- RFTA is instituting reduced fares for children including free service for children 5 and under and \$1 fare for children 16 and under (system-wide).
- Free service between areas of Town through RFTA regular bus service is not currently feasible.

Green Initiatives Options

- Solar Field at a Basalt Area Location with Battery (currently being researched by Staff)
- Significant solar project and green infrastructure with new Town building
- Making the Town's infrastructure Electric Ready (e.g. vehicle charging) – (currently being researched by Staff)

Green Initiatives Options – Took Off

- Solar parking shades – reduce snow, reduce heat sinks – No identified Parking Lot
- Buy electric school buses or Town Fleet – Technology not there yet, and need electric charging stations and infrastructure first
- Grants to individuals and business that convert to all electricity – Not capital under a Bond

Midland Avenue Streetscape

- Replace aging infrastructure
- Upgrade pedestrian access and bike storage – continue vitality
- New lighting, banners, irrigation for plantings – beautification
- Make necessary ADA improvements
- Upgrades to complement new development at the Basalt River Park and proposed development at the BCC Parcel (i.e. Clark’s Market/Restore)
- Create ‘green infrastructure’
- Improve Drainage – eliminate icing problems. Account for Snow Storage/Removal
- Potential value-add to finances with other potential State or Federal Grants
- Needed economic investment to encourage private investment and thriving businesses in well-loved historic district

Midland Avenue Streetscape // Preliminary Concept



CUSHING TERRELL // MIDLAND AVENUE STREETSCAPE // JULY 19, 2021

TOWN OF BASALT // FACILITIES ASSESSMENT 1

MIDLAND AVENUE STREETSCAPE

Southside Drive/Midland Avenue Underpass

- Total cost for construction exceeds available funds for Basalt Forward excluding unknown Federal and State funding
- Town is seeking costs for Design and Engineering only to prepare for Federal and State Funding. This does not include construction costs.

Child Development Center

- Will require funding partners unless Town was willing to allocate 85% of available funds from Basalt Forward 2030 project for the Center
- Need Parcel 2E in Sopris Meadow for site due to economics of size needed for cost effectiveness
- Addresses infant care which is in great shortage
- Includes a sizable community room could be used for Seniors and others (games/after school programs in West Basalt)
- Parcel 2E Site allows parking that can be used by TACAW and other Willits Users at night
- Program includes LEED certification, PV on roof, all electric mechanical systems

Town Hall/Community Building

- Construct a LEED-certified Town Hall that fits within the Master Plan’s green goals that also provides community space
- Creates a professional Town Hall for providing services to residents and local businesses
- Identified as a significant need in the Cushing Terrell Facility Needs Study – both from space needs and functionality (age of buildings, no accessibility for all)
- Not worth making green infrastructure improvements to current Town Buildings when life of building is not understood
- Cost to renovate the existing building is cost prohibitive based upon Cushing Terrell’s assessment
- Current selected site is Lions Park. Most Council members did not support using Parcel E at Basalt River Park
- Current Program houses Administration, Planning and Community Room (shared space with Council Chambers)
- Basalt is the only town in the Roaring Fork Valley with inadequate public Town Hall, Police Station and meeting rooms. From Aspen to Glenwood all have nice Town Hall that reflect community values with the exception of Basalt
- Lions Park is included for redevelopment as part of the Basalt Master Plan (incorporated the Our Town Planning Master Plan)– but starts the big “V” to tie downtown to the River

Police Facility — No detailed cost estimate by 7/29

- Identified as a need in the Cushing Terrell Facility Needs Study – both from space needs and functionality – need for privacy and secure environment
- We do not have a definitive location. Staff is researching whether Town could buy land for a future police station near Highway 82 (Stott or Jadwin Property)
- Facility Needs Study identifies a need of 4,527 SQ FT in 5 years and 4,069 current space need vs. 2,482 SQ FT current space available
- Police Department currently has 12 cars, 2 speed trailers, 2 bikes, a community bike program trailer, plus community property held for safekeeping. At maximum staffing times, six officers could be working along with visiting community members that require parking.
- Police Department says they need new space within the next 5 years
- Current police facility is not centrally located – community safety issue – response time across Town

Downtown and Willits Parking – Took off as separate Project

- No easy solutions but Town Staff is hopeful of smaller scale improvements if we can purchase property

Public Works Facility

- Spend Funds to complete Phase 2 construction
- Includes storage of Public Works equipment that needs to be enclosed. Also includes Public Works office space and support facilities.
- Includes green upgrades – Infrastructure to electrify fleet, additional PV on roof, battery support for Town and for resiliency
- Can support moving Town fleet to more electric vehicles through infrastructure improvements

Advancement of Green Goals & Public Art in and around Town

- Continue to identify how we can carry forward our Green Goals and Supporting the Arts in all Basalt Forward Projects
- For Green Projects, the Basalt Master Plan states that each project should be evaluated for maximum return on carbon investment and to maximize climate equity

Basalt Project Priority

Revised 7/16/2021

Denotes ranked 1 - 10

Project not viable for timeline/bond

Ranking Criteria 1-5 with 5 being higher priority

CRITERIA

PROJECTS	Viable Project	Cost Estimation	Contribute to Green Goals	Ranking in Master Plan	Survey Ranking	Achieves Multiple Goals NOTE A	Total	Reason not Viable
Affordable Housing:								
Lots at Stotts Mill	Yes	\$ 825,000	3	5	10	1	19	
Purchase land AH - partnership	Yes	\$ 4,000,000	3	5	10	1	19	
Buy-down deed restrictions	Possibly		3	5	10	1	19	
SkiCo Buy-down (8 child care units)	No		3	5	10	1	19	Not impactful enough
Green Initiatives								
Solar Field @ Basalt area location	Possibly		5	4	8	1	18	
Solar Parking Shade	No		5	4	8	1	18	No location
Large battery project-Holy Cross	Possibly		5	4	8	1	18	
Green Town Facilities	Yes		5	4	8	1	18	
Buy electric fleet	No		5	4	8	1	18	First Need infrastructure
Grants to town citizens	No		5	4	8	1	18	Not a capital cost
Town infrastructure vehicle charging	Yes		5	4	8	1	18	
Midland Ave Streetscape	Yes		3	3	6	3	15	
Southside Underpass (design)	Yes		3	3	2	1	9	
Child Development Facility	Yes	\$12,206,095	4	2	5	1	12	
Town Hall/Community Facility	Yes		4	1	4	3	12	
Police Headquarters	Yes		4	1	4	3	12	
Parking	No		1	1	4	1	7	Part of Midland?
Public Works/Green Infrastructure	Yes		4	1	4	3	12	

NOTE: This Matrix is one tool to assist in the Capital Needs Committee's recommendations to Council. Actual recommendations do not necessarily need to be the highest ranking projects on this Matrix. Final rankings and criteria can change at the discretion of the Capital Needs Committee.

NOTE A: Projects that meet one project objective are ranked a "1", 2 project objectives are ranked a "3", and 3 or more are ranked a "5".