

Town of Blue River Transition Items

Ongoing/In Process

Item	Status
Spruce Creek Road 2024 Project	Ready to be sent out to bid
Tarn Land Use Agreement	Proposal and draft agreement sent to Theobalds
Tarn Plan	Draft Plan has been presented to the Theobalds with verbal consensus. Agreement from CDOT for ingress and egress.
Town Hall Security Window	Window has arrived and is stored in the garage. Cornerstone Building has been contracted for work to be complete in the next few weeks.
Road Schedule	G & G are scheduled for pothole repair late April/early May depending on weather. Road maintenance scheduled for June following the plan outlined in February.
Highland Plowing Contract	Contract is up and they are willing to continue.
Clyde Lode Purchase	A purchase agreement has been accepted by Mr. Keller. We are waiting for the IGA to be reviewed and completed by Breckenridge and Summit County. Details may be provided in executive session due to ongoing negotiations.
CDOT Chain up area	An application was received, and response sent back as it was incomplete.
Sherwood/Blue Grouse Road Maintenance Project	The design minus the final outfall are complete. Discussions and negotiations with Siddons is ongoing. Road base, crowning, drainage and culvert clearing were completed in fall 2023.
Spruce Creek Road	Design was approved in March 2024. Approval of Bid Packet and schedule is set for April 2024.
Defensible Space Grants	Deadline to submit to the County is April 26 th . Applications have been collected and compiled. The Town has submitted an application on behalf of all residents.
Right-of-Way Mitigation	The Town received a \$155,000 grant to conduct right-of-way mitigation throughout town as well as two chipping days/year for three years. This is a matching grant with the Colorado State Forest Service. Red, White & Blue Fire have begun identifying trees. Homeowners are notified and given the option to participate or not. This is a three year

	project with phase 1 beginning in summer 2024.
Broadband	The Town in partnership with Breckenridge, Summit County and Allo worked with NEO to apply for a \$7 million grant through the Broadband Office. The grant was not successful due to the FCC map showing the area served. Work is continuing to find funding sources for the project.
ADA Compliance Law	<p>Colorado State Law requires all government websites to be ADA compliant by July 2024. The Town has contracted with Allyant and CommonLook to bring our website into compliance including converting all .pdfs. Allyant is currently conducting an audit of the website and work has begun on converting all .pdfs. In addition a plan and statement have been developed for any unresolved issues. If a complaint is made after the State of Colorado implement the law, it is a \$3,000 fine per violation.</p> <p>An audit of the Town website was conducted and 37 corrections were noted as needed and are being addressed. It was noted by Allyant that this is an excellent number and one of the lowest they've seen.</p>
Town Audit	The Town will have it's annual audit in May by McMahan.

Banking

Bank	Item/Restrictions
Banking Signatories	Mayor Babich; Trustee Fossett; Trustee Pilling and Manager Eddy (Finance Committee). New signatories will need to be designated through Town Resolution. It is recommended to have the Mayor and two Trustees with financial and budgeting experience along with the Town Manager for this committee.
Accountant	Marchetti The Accountant conducts all of the bank reconciliations, assist with the audit and provides financial statements.
Auditor	McMahan & Associates
Alpine Bank Operating	This is the Town's General funds and where all bills and payroll are paid.

Alpine Bank Conservation Trust	This is a restricted account that may only be used for approved expenses outlined in the Conservation Trust Fund. This account receives interest and quarterly payments from the state.
Alpine Bank American Rescue Plan Funds	These are funds received through the American Rescue Plan and are restricted in their use. Specifically the Town uses the funds for Broadband plan, consultant and eventually matching funds for broadband,
Alpine Bank Reserves 1 & 2	These are two interest bearing reserve accounts that may be used for operating, capital or other needs for the Town.
Colorado Trust-Capital & Broadband	These are interest bearing accounts that are designated, but not restricted for, use for capital projects and broadband. There is no restriction on what the funds may be used for if other needs arise.

Other Items

Tarn

- The Town has contracted with Liley Fisheries to stock the Tarn in June.
- A plan (attached) has been developed and presented to the Theobald family for the reopening of the Tarn.

Town Hall

- The Town recently installed security doors and has a security window ready for installation by Cornerstone Building.
- Town Hall has a key card/Bluetooth security system operated by Verkada. Doors can be programmed to be unlocked when needed or locked outside of the schedule established. All staff have security clearances.
- There are security cameras around town hall all installed by Pine Cove and operated by Verkada.
- The Town owns a condo at Blue River Condos for PD and employee housing.

Purchasing

- Town Manager & Deputy Town Clerk have Alpine Bank Credit cards with \$5,000 limit.
- The Deputy Town Clerk is the purchasing administrator.
- Accounts with: Amazon, Office Depot, Galls, Breckenridge Building Center.

Bus Stop

- An agreement has been signed by the Town and Summit School District to move the bus stop off of Hwy 9 to Blue River Road by the mailboxes. The agreement is awaiting signing by the Theobald Family.

Citizen Advisory

- Reviewing the current survey for recommendations to the Trustees.
- Prepared to begin planning the 60th Anniversary Celebration and Tarn Reopening

Upcoming Events

- Clean Up Day
- Summit Community Weed Pull
- Weed & Seed

Software/Contractors

Developer	Purpose
Adobe Pro	PDFs
Common Look	ADA compliance for PDF
Allyant	ADA website compliance
SIPA	State Internet Portal Authority for website hosting
CitizenServe	Online permitting, STR licensing, business licensing and code compliance
TextMyGov	Texting application for emergency or important town notifications
Constant Contact	Newsletters; surveys
Canva	Marketing logos and flyers
CIRSA	Town insurance provider
CEBT	Town staff health, dental and vision provider
Marchetti	Accountant
McMahan & Assoc.	Auditor
QuickBooks Online	Accounting; Bill.com; Timeclock
MuniCode	Agenda management software
NIC PayPort	Online payments
Verticomm & All Copy	IT company for cloud services, Archived files (intellnetics); copier; server
Charles Abbott	Building Official/Planner/Inspector
Social Media	Facebook; Instagram; X; Threads
Betone Contracting-Frank Just	Signs; cisterns
Muller Engineering	Town Engineers
Elections	Ballot Concepts; Dominion; VoterMagic are the companies used.
Roads	G & G Services
Plowing	Highland Galloway
Broadband	NEO
Town Attorney	Bob Widner-Widner Juran
Town Digital Map	Developed by Muller there is a public side and a staff side.
QuickBooks Time	Time keeping and payroll
Bills.com	Bill approval and payments.

Memberships

- CML (Colorado Municipal League)
- CAST (Colorado Area Ski Towns)
- NWCCOG (Northwest Colorado Council of Governments)

Departments

Administration

- Town Manager & Deputy Clerk
 - All licensing; permitting; marketing; daily administration; communications; records; court; building applications; finance; HR; purchasing; grants; meetings; committees; oversight.

Police

- Chief and three officers.
 - All law enforcement and public safety.