Work Session

Staff & Councilmember Reports

Recreation
Josh Jones, Director Parks and Recreation:

Police
Chief of Police Tuliszewski: Provided an update on COVID-19

<table>
<thead>
<tr>
<th></th>
<th>03/19/2020</th>
<th>04/01/2020</th>
<th>Increase within 2 Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td># of Case</td>
<td>216</td>
<td>3342</td>
<td>3126</td>
</tr>
<tr>
<td># Hospitalized</td>
<td>26</td>
<td>620</td>
<td>594</td>
</tr>
<tr>
<td># of Counties</td>
<td>20</td>
<td>50</td>
<td>30</td>
</tr>
<tr>
<td># Tested</td>
<td>2328</td>
<td>18645</td>
<td>16317</td>
</tr>
<tr>
<td># Deaths</td>
<td>2</td>
<td>80</td>
<td>78</td>
</tr>
</tbody>
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(Source – CDPHE)

Cumulative Number of Cases of COVID-19 in Colorado by Onset Date

The Hayden Police Department has responded to 7 Public Health Order calls in 6 days
Hayden Police Department Staff remains physically healthy. Monitoring and encouraging mental health breaks
Due to continued need for various people to come to the Hayden Police Facility, I have increased the cleaning
routine to twice a week – coded and billed under the line item for the Coronavirus.
Continue to interact and work with the various county entities as we all move forward with this situation.
**Public Works**

**Alex Evonitz, Public Works Director:** Staff is healthy. WTP should be fully functional on four filters and 100% productive. Back wash pumps are getting ordered and should be here in 4-10 weeks. Next week the chemical feed equipment will need to install revised and upgraded. New software package installed and the staff are learning. Skyler Cless is System Operator. Starting to do sweep cleaning. Washington Street Lift Station complete; finishing some small structural clean up. Caught up with the capital projects and staff excited. Will start on some back-burner maintenance projects. Street surface project may be started. Everyone is healthy and staying healthy. Josh working with parks. Mayor Redmond asked if having problems with wipes as he has heard some other systems have been having trouble. Hopeful will be able to get equipment to handle the blockage. Problem only with the hydro-flow lift station. Mayor Redmond stated he saw two public workers in the same truck at the same time. Alex replied they are keeping a two-person crew for projects. Will bring up to them on Monday. Mayor Redmond asked about the replaced two valves, and when will the Town dress it out. It will be completed this week.

**Planning**

**Mary Alice Page-Allen, Planning and Economic Development Director:** Just still really busy. Compilation of information to be prepared to answer questions. Interestingly enough, 95% panicking and 5% coming up with good ideas. CBD company wanting to start in Hayden. Hemp Company would like to get into MJ. Metal business is leasing the building and will be operating out of a building across the street. We may be bringing the excise tax of 7% to the Council to reduce to 5% to stay competitive. Councilmember Engle asked about the progress of the demolition of the old school building. The Hayden School District has until July 31, 2020 to complete and be on schedule. Councilmember Engle asked about the building on Hwy 40 across from the school and wondered what they are doing; appears to be at a standstill and looks terrible. Mary Alice Page-Allen will look into it.

**Administration**

**Mathew Mendisco, Town Manager:** Turned in an Energy Impact Grant for Hayden Water Storage Improvements and Design Project to fund the mixer for Hospital Hill Tank; full design for Hospital Hill Water Tank and full design of a much smaller additional water tank. Hospital Hill Tank cannot be refurbished without a redundant tank. Designed to push water to airport and Seneca Hill, if took Hospital Hill Tank offline for a few days, would not have enough capacity and we need 700 gallons.

**Councilmembers**

Staff reports will continue at the end of the meeting.

**Mayor Redmond** called the regular meeting of the Hayden Town Council to order at 7:30 p.m. Mayor Pro Tem McMurray, Councilmembers Engle, Hagins, and Wuestewald present. Also present were Town Manager, Mathew Mendisco, Town Clerk, Sharon Johnson, Police Chief, Greg Tuliszewski, and Public Works Director, Alex Evonitz.

**Opening Prayer** Mayor Redmond offered the opening prayer.
Mayor Redmond led the Pledge of Allegiance.


None.

None.

None.

None.

Chief Tuliszewski shared the State of Colorado Model shows the hardest hit would be April 15th – April 25th. It will ramp up. Be advised. Officers are adequate to cover and taking steps as it ramps up.

Mathew Mendisco updated the Council on the revised 2020 budget as effected by the Coronavirus. Looking at current revenues in light of the public health orders from the State and Routt County. Social distancing until April 30th for the State and April 24th for the county and only 5 gathering at a time via Routt County. State may extend the Stay at Home Order we all think its just a matter of time for the order to be extended to the end of the month. The presentation is oriented around five key points:

- Review Revenue Projections in light of Executive orders and projected timelines of easing of those orders
- Revise Expense projections and revenue projections
- Prioritized all department operation to essential operations with max efficiency (short and long term)

Minutes approved at the Regular Town Council Meeting April 16, 2020.
• Prioritized Capital Projects (short and Long Term)
• Do three-year projection model (2020-2021-2022) based on impacts of today

Economic Impacts Summary (What We Know) Council Member Wuestewald asked about the unemployment rate. We will have a better number in a few days for March. We need to understand that some businesses may not survive and reopen. Hayden was not that retail based and those that are retail based a majority are still open.

Revised Revenues
• April will be the first month that we will feel the greatest impact. 80% predicted decline in sales tax.
• Stabilized collection (10% per month from April) achieved by December 2020.
• Right now we are expecting full collection property tax in 2020 and 2021. 2022 is when will feel the impact
• Impacts will be felt throughout most revenue sources. Bottomline: a decline of $251,008 in 2020 in general fund (future years still being calculated given fluid situation).

Expense impacts immediate actions
• Non-essential capital projects have been delayed unless funded by grant or already in progress
• Subcontracts have been brought in-house where feasible
• Staff shouldering additional duties
• GF should be fine long-term
• EF will dip below reserve levels but will rebound in 2022. It will still be self-sustaining just below reserve levels for 2 years
• We need to be prepared to not get reimbursement of COVID-19 related expenses for 2 years
• People will stay employed but no increases until end of 2021

What can we do to recover?
• The biggest impact to quality of life will be getting people back to work and kid back in school
• Follow stay at Home order and rules around travel
• Do everything you can to stay healthy physically and mentally
• Shop local Shop local Shop local
• Realize that we have a long road ahead

LIFE WILL CHANGE AND IT WILL BE FOR THE BETTER. THE BEST ASSET HAYDEN HAS IS ITS PEOPLE.

New Business

Review and Consider Mayor Redmond moved to approve Sunrise Engineering Work Order.
Approval of Sunrise Engineering Work Order for Hayden Water Storage Improvements and Design Project

Review and Accept February 29, 2020 Financial Statements
Mathew Mendisco, Town Manager reported that several projects are going on right now. The Town has continued forward with certain things, delayed some and found cost saving in others. Next month we will be reflecting on a cash basis. What cash comes in is what you see. Business accounting versus Government accounting. We operated close to a cash basis with modified accruals. Tracking ahead on some of the revenues, look at numbers as well as percentage. Enterprise Fund page 39, have not received grant revenues as yet and should be coming in shortly. Water year to date is 15% and hope that residents will be able to pay their bills. Washington Street Lift Station complete thanks to PW and in on time and under budget. This helps with DOLA when this happens. We have never had to request extra funding from DOLA. Alex and his crew have been on the ground making sure all is working. Everybody is putting in a lot of time and a lot of effort and they will not be getting raises.

Pulled Consent Items
None.

Staff and Councilmember Reports Continued
None.

Executive Session
None.

Adjournment
Mayor Redmond adjourned the meeting at 8:43 p.m.

Recorded by: 

Sharon Johnson, Town Clerk

APPROVED THIS 16TH DAY OF April 2020.

J. Timothy Redmond, Mayor