

## MEMORANDUM

**TO:** Mayor and Town Council

**FR:** Larry Pardee, Town Manager

**DT:** July 2<sup>nd</sup>, 2018

**RE:** Town Manager's Report

### **Snow King Mountain Master Plan Amendment Process -**

Town staff has been meeting with representatives of the United States Forest Service (USFS), and Snow King Mountain bi-weekly since the conclusion of the Town-led Snow King Community Engagement Process. The purpose of these meetings have been to cooperate and communicate on the upcoming separate public review processes necessary to implement the various elements identified during the Community Engagement Process. The group identified three coordinated, yet separate, next steps in the process. The first, will be review of the improvements and amenities on Federal public land by the public and the USFS. The second, will be review of amendments to the private land at the base of Snow King by the public and the Town. The third, will be negotiation of new leases and agreements between the two entities on shared use of public and private land between the Town and Snow King.

It is anticipated that all three of these processes will formally begin within the next 30 days. The desire of the group is to educate and communicate these three separate processes jointly to provide the public a one-stop-shop for receiving information on when, where, and how to make comment. The identified lead review agency will complete an independent formal review with comment by others. With Council acceptance of the Town Manager's Report, Town staff will continue to work to provide joint information on the upcoming processes, through joint press releases, website messaging, etc. Town staff Tyler Sinclair and Carl Pelletier will be involved in this effort.

### **Public Works Utility Vehicle -**

The Snow King Estates Water Project is in full swing and we are working with both residents and the contractor to make sure we provide the best service possible. Public Works is requesting the purchase of an ATV type vehicle to assist us in providing a shuttle service through the active construction zone. To date, we have asked and assisted residents through the construction zone and have received feedback from residents that they do not feel safe walking through this section. After receiving these comments from residents, staff would like to purchase an ATV vehicle that will seat 6 people and have a small "bed" to carry other items. This vehicle is small enough to allow travel through the active dig zone and through most of the project. Staff considered renting the vehicle, but decided that it makes more sense to purchase this type of vehicle. This vehicle will cost between \$18,000 to \$28,000, depending on what features are chosen. This vehicle will be used next summer as well when we complete the last phase of this project, and then for other projects.

### **Town Electric Bicycle Program –**

Town Staff has been looking into the creation of a Town Electric Bicycle Program, which would provide pedal assisted electric bikes (e-bikes) for Town staff. After investigation of possible uses and locations, staff came up with several locations where this program could be implemented: Town Hall, the Police Department, START Bus, and Public Works. With implementation of this program, staff would provide bikes to these departments for Town use only. Town Hall staff could use them as transportation around town (meetings, getting mail, service, etc.), the Police Department could use them for patrol and special events (basically replacing their normal pedal bikes with e-bikes), START Bus could use them when delivering buses to Public Works for service (currently a vehicle is used), Public Works could use them for general transportation around town, engineering inspections, wastewater treatment plant, downtown service, and meetings. If implemented, staff would research the purchase of up to ten e-bikes, make the purchase, and then distribute to the locations above. Discussion on safety (helmets), security (locks), and parking requirements (bike racks) would be a part of implementation of this program.

### **Police Department Utility Vehicle -**

The Police Department is having issues with their all-electric GEM used for parking enforcement. The issue is that battery systems on this vehicle cannot sustain a charge long enough for adequate enforcement service for our area. The GEM was purchased in 2015 as a kind of experiment to really think outside of the box and provide parking enforcement service with no emissions. With a combination of weight (from additional batteries, cameras, computers, etc.), cold weather in the winters, and long distances to drive, staff has concluded that this vehicle cannot maintain the level of service the PD would like to provide. Public Works has investigated swapping the charger out (to a level 2 charger) and replacing the batteries to lithium ion, but this model year cannot support those changes. The PD would like to purchase another gas-powered ATV, like the other parking enforcement vehicle used, this winter to replace the GEM. The GEM could be given to START Bus as a vehicle used to swap out their drivers on the town shuttle route, or used for special events. The purchase price for a new gas-powered ATV is roughly \$20,000.