

MEMO



To: Mayor and Board of Trustees
From: Ted Cherry, Town Manager
Cc: Deb Hess, Town Clerk
Date: May 12, 2020
Re: Town Manager Report

Staff continues to work well given the current circumstances due to COVID-19. Information coming from the State and County do seem to be becoming more reliable, which helps in planning for next steps. At this time Town Hall is expected to reopen to normal operations 5.18.2020, but this will be dependent on any new orders coming from the State. The biggest priority is making sure that all staff, residents, and anyone else is safe. Other departments are able to function more normally due to the size and ability to social distance.

Work is continuing on the PWM, Handbook, Comprehensive Plan, Traffic/Hwy 40 work, as well as a number of other items. We hope to get information to the Board as time allows. Greater portions of my week are opening up due to a decrease in the number of COVID-19 calls I have to be a part of. I look forward to getting back to normal work.

Conversations continue to be held with staff on what is happening in each department. We should see some progress on summer related activities over the coming weeks. The Rec. Dept. is an area where there is not much guidance on reopening so plans are being put in to place on how to handle the summer recreational programming while still maintaining protocols to keep kids and staff safe.

Overall, things are running well at this time, and I expect no change to this. With businesses reopening I look forward to seeing what a "normal" Granby looks like. I hope to be pushing items through to continue to bring forward to the Board in the coming meetings.

Name	Update
Granby Ranch Bonds	Response letters to the Surety Companies have been sent rejecting their offers. Waiting on response. 5/1/2020
Traffic Study	Tim from CORE and Dan from SGM have been engaged. Next internal meeting is 5.21.2020 (Engineers, Internal, DOLA, UC Denver, Chamber).
Comp Planning	BOT presented with draft RFP and gave comments. Expect to have final draft during 6.9.2020 Meeting
Trail Project	SGM has been engaged to provide cost estimate for engineering services and possible construction costs. DOLA should have funds available.
Diversion Project	BOT approved moving forward with the project and currently waiting to get anything from Mely that might be needed. Slight delay due to COVID-19 on some planning aspects, but Mely is working through details
Rodeo Apartments	BOT approved the easement document in February. Steve seems ready to begin construction. Would like to continue conversations with RR regarding the trail area.
Granby Station	Board presented with lease and ordinances at 5.12.2020 meeting.
Railroad Museum	Mayor had meeting with CHFA on the proposal.
Senior Housing	Working within their group to get things going for the organization.
GRAND Places	Currently working through the PWM. BOT moved approval date back and need to get with engineers on changes. Final will be presented on 5.26.2020
Public Works Manual	Need to do comprehensive analysis of the employee handbook and revise it
Handbook Revisions	Need to do comprehensive analysis of current employee job descriptions and change things as needed.
Job Descriptions/Wage Ranges	Request has been made to County in regards to reopening restaurants, waiting to see what their next steps are
COVID19 Reopening	