

AGENDA

INFORMATION UPDATE

September 23, 2019

4:00 PM,



I. INFORMATION UPDATE

- I.A. Additional Early Childhood Teacher to Support Childcare Workforce
- I.B. Downtowner Vehicle Update
- I.C. Castle Creek Bridge Improvements Project Update
- I.D. Council Update: Galena Plaza Design Process



MEMORANDUM

TO: Mayor and City Council
FROM: Shirley Ritter, Director Kids First
THROUGH: Sara Ott, City Manager
MEMO DATE: September 16, 2019

RE: Information Only: Additional Early Childhood Teacher to Support Childcare Workforce

Based upon City Council’s discussion at the August 20, 2019 City Council work session, staff is advancing the recruitment of a second early childhood education teacher as part of the Kids First staff. The early childhood education teacher positions are used as a workforce development opportunity to create highly trained staff and to assist early childhood care centers by providing a substitute teacher at a reduced cost during times of vacancy or absences of regular staff. Ultimately the staff in the Kids First teacher positions are successful applicants for senior roles in child care centers throughout the Roaring Fork Valley.

During the 2020 operating budget process, Kids First staff will present the option to fund a second full time position as part of base services. Right now, timing is of concern, and therefore staff plan to begin recruiting for the position immediately. In the event that the City Council does not authorize the position, the recruitment will be cancelled. In the event City Council expresses support for the position during the budget process, Kids First is prepared to initially pay any 2019 salary and training costs from departmental savings.

SUMMARY AND BACKGROUND: Childcare capacity to meet the need in Aspen faces two significant barriers: physical space that meets regulations and high-quality standards for young children, and qualified workforce to care for and teach this critical population. While the community works toward a solution for the physical space, staff heard Council direction at the August 20, 2019 work-session to develop a plan that addresses the workforce need for increased capacity.

DISCUSSION: As part of a plan to address this need, Kids First staff wishes to use our resources and expertise to hire, train and coach a person for a one-year period. This person would then meet licensing qualifications and be motivated to assume a lead teacher position in a local childcare program. During this tight hiring market, we have seen the childcare programs (and other businesses) have more difficulty recruiting and retaining qualified staff. As we began to think about ways to grow the early childhood workforce to meet the need for childcare capacity, the idea of an early childhood teacher who could gain experience by acting as a substitute in the programs and getting classes,

training, and coaching at the same time seems a good fit. Kids First staff has varied and deep experience and credentials to provide the training and coaching. This would also provide a high-quality foundational experience for a person who is motivated to remain and advance in the early childhood profession. Attachment A provides more information about qualification requirements for early childhood teachers. Kids First will work closely with the licensing specialist to insure a productive work plan.

The work needed is 1) a good match with the skill set of Kids First staff, 2) a good investment both as a substitute and in the long term employment for this person, 3) a great way for a person who would like to work in early childhood, but needs support for starting that career path, and 4) begins to address the work force needs and could be extended to others already in a program, but who seek a higher level of education.

FINANCIAL IMPACTS:

- In 2019 Kids First will use carry-forward savings, a supplemental budget request is included in the 2020 budget for this position.
- Funding for this position is from the Kids First fund – 152. The total cost is \$77,090 in 2020. The cost for 2019 is estimated to be \$19,272.
- The estimated revenue to be paid for the substitute (by the childcare programs) in 2020 is \$16,000. (This is a service we offer at a subsidized rate to encourage the use of a qualified substitute.)

RECOMMENDATION: Information only. Additional information and a time for discussion is scheduled for during the 2020 budget work sessions. Please feel free to contact Sara Ott or Shirley Ritter with any questions or comments.

Attachment A – Childcare licensing rules regarding early childhood teacher qualifications.

Colorado Licensing Rules and Regulations

7.702.41 General Requirements for All Personnel

- A. All personnel at the center must demonstrate knowledgeable decision-making, judgment, and concern for the proper care and well-being of children.
- B. Staff, substitutes, or volunteers must not consume or be under the influence of any substance that impairs their ability to care for children.
- C. Illegal drugs, drug paraphernalia, marijuana and marijuana infused products, and alcohol must never be present on the premises of the center during operating hours.
- D. When caring for children, staff must refrain from personal use of electronics including, but not limited to, cell phones and portable electronic devices.
- E. The center must determine if any staff person who works at the center has ever been convicted of a crime as found at Section 7.701, D, 5 or 6, of the General Rules for Child Care Facilities.
- F. The personnel file of each staff member of the center must contain clearance or arrest report from the Colorado Bureau of Investigation resulting from the staff member's criminal record check. The requirement for a criminal record check is found in Section 7.701.33 of the General Rules for Child Care Facilities.
- G. The personnel file of each staff member must contain the results of the state department's automated system. The method for making the request is found in Section 7.701.32 of the General Rules for Child Care Facilities.
- H. Staff members must be current for all immunizations routinely recommended for adults by their health care provider.
- I. All staff members must submit to the center a medical statement, signed and dated by a licensed physician or other health care professional, verifying that they are in good mental, physical, and emotional health appropriate for the position for which they have been hired. This statement must be dated no more than 6 months prior to employment or within thirty (30) calendar days after the date of employment. This statement must indicate when subsequent medical statements are required. Subsequent medical statements must be submitted as required in writing by a physician or other health care professional.
- J. If, in the opinion of a physician or mental health practitioner, an employee's examination or test results indicate a physical, emotional, or mental condition that could be hazardous to a child, other staff, or self, or that would prevent satisfactory performance of duties must not be assigned or returned to a position until the condition is cleared to the satisfaction of the examining physician.

A. Early Childhood Teacher

1. An early childhood teacher, assigned responsibility for a single group of children and working under the supervision of a director, must be at least eighteen (18) years of age and must meet at least one of the following qualifications:
 - a. A Bachelor's degree from a regionally accredited college or university with a major area of study in one of the following areas:
 - 1)Early childhood education;
 - 2)Elementary education;
 - 3)Special education;
 - 4)Family and child development; or,
 - 5)Child psychology.

- b. A Bachelor's degree from a regionally accredited college or university with a major area of study in any area other than those listed at Section 7.702.54, A, 1, A and additional two (2) three-semester hour early childhood education college courses with one course being either introduction to early childhood education or guidance strategies;
 - c. Current early childhood professional Credential Level III Version 2.0 as determined by the Colorado Department of Education;
 - d. A 2-year college degree, sixty (60) semester hours, in early childhood education from a regionally accredited college or university, which must include at least two (2) three-semester hour courses, one of which must be either introduction to early childhood education or guidance strategies; and at least six (6) months (910 hours) of satisfactory experience;
 - e. Completion of twelve (12) semester hours from a regionally accredited college or university, at either a two year, four year or graduate level, in each of the following subject or content areas in early childhood education and one of the three (3) semester hour courses must be either introduction to early childhood education or guidance strategies, plus nine (9) months (1,395 hours) of verified experience in the care and supervision of four (4) or more children less than six (6) years of age who are not related to the individual;
 - f. Completion of a vocational or occupational education sequence in child growth and development plus twelve (12) months (1,820 hours) of verified experience in the care and supervision of four (4) or more children less than six (6) years of age who are not related to the individual;
 - g. Current certification as a Child Development Associate (CDA) or other Department-approved credential;
 - h. Completion of a course of training approved by the Department that includes training and work experience with children in a child growth and development program plus twelve (12) months (1,820 hours) of verified experience in the care and supervision of four (4) or more children less than six (6) years of age who are not related to the individual; or,
 - i. Twenty-four (24) months (3,640 hours) of verified experience in the care and supervision of four (4) or more children less than six (6) years of age who are not related to the individual. Satisfactory experience includes being a licensee of a Colorado family child care home; a teacher's aide or teacher in a child care center, preschool, or elementary school, plus either:
 - 1) A current Colorado Level I credential; or,
 - 2) Two (2) three-semester hour early childhood education college courses from a regionally accredited college or university, at either a two year, four year or graduate level, in each of the following subject or content areas with one course being either introduction to early childhood education or guidance strategies.
2. All college course grades toward early childhood teacher qualifications must be "C" or better.



INFORMATION ONLY-MEMORANDUM

TO: Mayor and City Council

FROM: John Krueger, Director of Transportation

THROUGH: Scott Miller, Director Public Works
Trish Aragon, PE, City Engineer

MEETING DATE: September 23, 2019

RE: Information Only: Downtowner Vehicle Update

SUMMARY:

In April 2019, Transportation staff advised Council via an Information Only Memorandum of the replacement of two out of service electric GEM cars in the Downtowner program with an electric Chevy Bolt. Since that information memo in April two more GEM cars have become inoperable due to electrical and battery problems. Transportation staff is informing Council that the inoperable GEM cars will be replaced with two more electric Chevy Bolts. This will result in an all-electric mixed fleet of two GEM cars and three Chevy Bolts beginning this winter. The Chevy Bolts will be leased by the Downtowner at no additional cost to the City.

BACKGROUND

Downtowner microtransit service began as a pilot in the summer of 2016. Service was considered successful and the vendor, The Downtowner, is currently operating under an annually-renewable five-year contract that expires in 2022.

The original intent of the Downtowner service was to provide short-distance on-demand transportation within or near the downtown core to reduce parking and traffic congestion. Previous Councils desired that the service be operated by electric and/or golf-cart type vehicles. This summer Downtowner was operating an all-electric mixed fleet of four GEM cars and one Chevy Bolt. Two of the older GEM cars are no longer running leaving a fleet of two GEM cars and one Chevy Bolt. Please see attachment A for fleet photos.

Since its inception, the Downtowner program has grown in terms of ridership, service hours and boundaries. Current hours of service are 8:00am-11:00pm in the winter and 11:00am-11:00pm for the rest of the year. Requests for expansions to both boundaries and hours of operation are received frequently. Ridership has increased from over 22,000 in 2016 to over 70,000 in 2018. Ridership for 2019 is up 24% over 2018 year to date. Please see Attachment B for ridership and other statistics.

Until recently, the Downtowner service was exclusively operated using electric Polaris GEM cars. However, since winter 2018, the GEMs have been plagued with electrical problems that require lengthy diagnoses and repair timeframes. This spring a Chevy Bolt was introduced into the program to replace a couple of the problematic GEM cars. The Chevy Bolt performed successfully and was well received by the riders. Recently more of the GEM cars have become inoperable and won't be available for use this winter. The Downtowner will be adding two more Chevy Bolts to the fleet to meet the increased demand this winter.

DISCUSSION:

After over three years of operation, staff and The Downtowner have learned that the GEM vehicles are difficult to operate in a transit capacity. This is due to the frequent mechanical/electrical issues, logistics and lead times related to repairs and frequent charging needs. With several of the GEM vehicles out of service for the winter season, staff recommends that the updated fleet be made up of a mix of two GEMs and three Chevy Bolts. The Chevy Bolt vehicles present the following advantages when compared to the GEMs:

- Due to battery life, one Bolt can essentially replace two GEMs, reducing capital costs.
- The Downtowner can allocate these saving to operations, allowing for approximately a 20% service increase on the road.
- Because the Bolt can travel longer between charges, fewer vehicle switch outs must occur, increasing operational efficiency.

Because of the many advantages that the Chevy Bolts represent, The Downtowner will be replacing two of the inoperable Gem cars with Chevy Bolts this winter.

**ATTACHMENT A
DOWNTOWNER FLEET**



ATTACHMENT B DOWNTOWNER DATA

Year-to-Date Stats

Date Range
1/1/19 - 9/10/19

Ridership
57,780 +24% over 2018

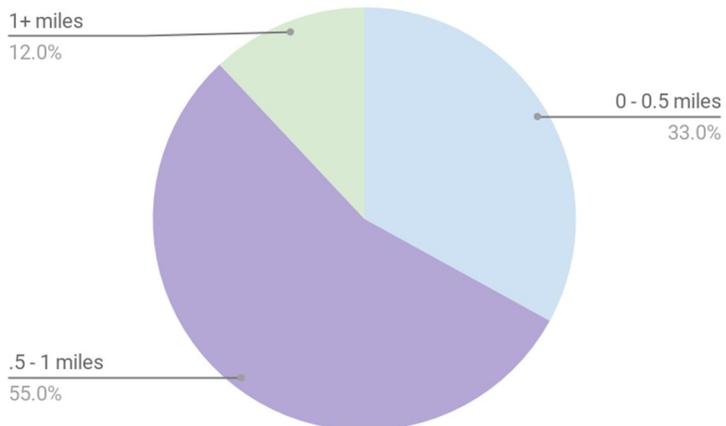
Average Wait Time
9:05 minutes

Average Rider Experience Rating
4.93 out of 5

CO2 Emissions Avoided
Up to 14 tons

Personal Car Trips Replaced
12,251

Average Trip Distance





CITY OF ASPEN

INFORMATIONAL MEMORANDUM

TO: Mayor and City Council

FROM: Peter Rice, PE, Senior Project Manager, Engineering Dept

THRU: Trish Aragon P.E., City Engineer
Austin Weiss, Director, Parks & Open Space Department
Hailey Guglielmo, P.E., Development Engineer, Engineering Dept

DATE OF MEMO: September 17, 2019

MEETING DATE: September 30, 2019

RE: Castle Creek Bridge Improvements Project Update

SUMMARY:

City staff seeks to provide an update to Council regarding the completion of the punchlist items pedestrian and bicycle improvements for the Castle Creek/Hallam Street Connectivity project. The goals for the memo are to update Council on the construction on Castle Creek Bridge beginning on October 7th and working through October 11th.

BACKGROUND HISTORY:

As early as 2013, The City of Aspen Open Space and Trails Board along with Engineering, Parks, and Transportation staff identified the Castle Creek Bridge and Hallam Street corridor as a deficient link in Aspen's bicycle and pedestrian network. Due to topographic, property, and geometric constraints safe and efficient travel options for cyclists and pedestrians are limited through this area. The project design has been a collaboration with many stakeholders including the departments in the City of Aspen including Transportation, Streets, Engineering, Parks and Utilities. Colorado Department of Transportation and the Roaring Fork Transportation Authority have been critical stakeholders through the design of this project.

In the spring of 2014, the City contracted with Loris & Associates to develop a conceptual plan that would improve the corridors overall function and safety. The conceptual planning process included multiple public meetings to solicit input on alternative designs for the project. Staff directed Loris & Associates to proceed with construction drawings following the January 22nd,

2016 council meeting. The projects key components included an eight-foot concrete trail from Bugsy Barnard Park across the north side of Castle Creek bridge to 7th street and Hallam, new BRT bus shelters both in and outbound, guard rail between vehicles and pedestrians on the bridge, new intersection design and crosswalk locations to improve pedestrian safety, new landscaping bike parking and paint for the bridge.

In the October 27th, 2015 work session, Council directed staff to continue planning for the Living Lab Experiment due to public and stakeholder concerns that narrowing the roadway lanes on the bridge would have a negative impact on traffic and congestion. During the summer of 2016, staff implemented the experiment which did mimic the proposed design to assess real conditions. The experiment determined that there are no substantial impacts to traffic flow and traffic patterns created by the proposed design.

January 22, 2018, Resolution #2, Series of 2018, consent for the construction of the project was awarded. Construction started on April 1st, 2018 by Gould Construction. On June 12th, the project began the period of construction that could not impact the flow of vehicular traffic on Hallam Street and Castle Creek Bridge based on feedback from the community. The project started up again on September 5th, 2018 and finished a few weeks into November.

Staff presented a Council update to the project on March 18th, 2019. The information discussed during this Council meeting discussed paving on Castle Creek Bridge that will be happening this fall.

DISCUSSION:

The project is substantially complete. The scope of the project included storm system replacement along the corridor, ditch pipe replacement at 8th Street, electrical conduit upgrades with new connections and rack, concrete roadway placement at the corners for the "s" curve, the upgraded bus shelters are constructed, the crosswalk has been relocated and new asphalt pavement is placed on Hallam Street. The bus shelters and snow melt on the plaza have provided a substantial improvement for bus users during this heavier winter period.

The most exciting component completed is the new trail that extends from the west side of Castle Creek Bridge to 7th Street along Hallam Street. People can safely cross Castle Creek Bridge and continue along a wider trail. This trail adds safety in crossing 7th and 8th Streets with improved interactions between users at the bus shelter after relocating the trail behind the bus structure.

The final piece to the project is an additional second layer of asphalt to be placed over the bridge to improve the strength of the asphalt and repair the peeling that has occurred in several locations. The construction will start on the bridge on October 7th and will be completed by October 11th.

During this week, the full detour utilizing the Power Plant Road for outbound traffic will be utilized. This will mimic the same detour that was in place for the project the previous year. Inbound traffic will travel across the bridge and continue through the "S curves" while the outbound traffic will be detoured down 6th Street and around to Power Plant Road. Please see Appendix A for a map of the detour with details. The bus stops on 8th Street will be open during this period with fully operational crosswalks. The outbound buses will be staged on 7th Street along with other heavy moving trucks until traffic control guides them across the bridge.

The late start for construction in October is set to minimize the impact on the business community during a lower period of traffic movements. The work will begin at 9:00 am to minimize the impact to peak morning traffic and school movements, but delays are anticipated throughout the day. It's anticipated the detour will be removed at the end of each work day.

FINANCIAL IMPACT

The work done will utilize existing budgets and will not require additional funding request.

CITY MANAGER COMMENTS: _____

Appendix A : Map of Castle Creek Bridge Detour

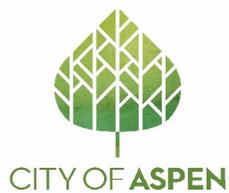
DETOUR MAP October 7-11

Power Plant Rd
will be open to
inbound traffic



- Inbound Traffic & Buses
- Outbound Traffic
- Outbound Buses
- B RFTA Bus Stop
- Rapid Flashing Beacon

NOTES: Motorists in the West End are advised to use Main Street to access the detour out of town. Parking is not permitted along detour routes. Please follow flagger instructions and signage.



MEMORANDUM

TO: Mayor and City Council

FROM: Michael Tunte, Landscape Architect and Construction Manager, Robert Schober, Project Manager;

THROUGH: Scott Miller, Public Works Director/Interim Assistant City Manager, Jeff Woods, Manager Parks and Recreation

MEETING DATE: Information Only

MEMO DATE: September 19, 2019

RE: Council Update: Galena Plaza Design Process

REQUEST OF COUNCIL: This memo is for information purposes only to update Council on the status of the Galena Plaza design process which will shortly be underway.

BACKGROUND: Staff received City Council direction on September 9, to proceed with stakeholder engagement, public outreach and the development of three additional design alternatives for Galena Plaza. Contracts with the consultants have been signed with a team that includes Charles Cunniffe Architects, Design Workshop, PR Studio and Concept One Group.

We are excited about the team we have in place and moving forward the process will be led by the Parks and Open Space staff in collaboration with City of Aspen Engineering, Asset and Transportation staff.

SUMMARY: A project kickoff meeting is scheduled for later this week to review project deliverables and establish expectations moving forward. The process will take several months to complete the following phases outlined below.

Phase I - Development of conceptual design alternatives (4-6 Weeks)

1. Stakeholder meetings
2. Development of 3 additional alternatives with probable costs for each
3. Public Open House
4. Presentation to Council for input and recommendations

Phase 2 - Refinement and development of the preferred alternative (4-6 Weeks)

1. Development of the preferred alternative and probable cost
2. Public Open House 2
3. Presentation to Council for input and recommendations

Phase 3 - Development of Schematic Design (8-10 Weeks)

1. Overall site plan
2. Stakeholder meeting
3. Public Open House 3

4. Presentation to Council with key conclusions and a summary of recommended next steps.

After the completion of each phase staff will come before Council with a presentation to discuss the design alternatives, key conclusions from stakeholder meeting's and a summary of recommended next steps.

STAFF RECOMMENDATION: Information only. For any questions on Galena Plaza Project, please contact Michael Tunte, Landscape Architect and Construction Manager.