

# TOWN OF EAGLE

## ANNUAL BUDGET 2021



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## **TOWN OFFICIALS**

### **TOWN COUNCIL**

Scott Turnipseed, Mayor

Andy Jessen, Mayor Pro-tem

Adam Palmer

Mikel "Pappy" Kerst

Matt Solomon

Ellen Bodenhemier

David Gaboury

### **TOWN COUNCIL APPOINTED OFFICIALS**

Brandy Reitter, Town Manager

Erik Johnson, Municipal Court Judge

Matt Mire, Town Attorney



# Town of Eagle Organizational Chart





December 8, 2020

Honorable Mayor and Members of the Town Council:

The 2021 Budget presented to you is a balanced approach to revenues and expenditures for all funds. Although needs typically exceed the availability of resources, the budget manages to accomplish the priorities of the Town Council, staff, the community and maintains the current level of service. The budget is a living document that serves as a planning tool for the upcoming year. The Town Council and staff refer to the budget all year to plan and execute the priorities of the community.

Different areas of the budget achieve the goals of the Town of Eagle and they are provided below:

### **Economic Outlook**

Sales tax collections continue to improve. Overall sales tax collections are up around 9% over what was budgeted in 2020. In 2021, the Town is proposing a conservative 3% in projected sales tax collections. Overall sales tax revenue in the General Fund will increase by \$575,700 over 2020. The Town expects to see an increase of \$105,580 in revenue from licenses and permits. This is a result of the recent approvals of major and minor developments that have started construction. The total of all sources of funds for the General Fund are \$8,755,227 which represents a 3% increase over last year.

In 2021, the Town will receive additional revenues from recently passed ballot measures. Voters authorized the collection of a new tobacco tax, therefore losing the revenue the state shares with the Town of \$11,000 annually. However, the new tobacco tax is projected to increase annual revenues by \$600,000. Additionally, the Town will apply a 6% lodging tax on rooms per night instead of a flat fee of \$4.00. The projected revenues from lodging tax are approximately \$120,000. However, even with the boost from lodging tax, Town will see a decrease of \$119,332 over 2019 collections because of COVID-19. Lodging tax funds the Open Space and Marketing and Events programs. The Open Space Fund will see a decrease in revenues of 11%.

In 2021, the Town's position is conservative due to the COVID-19 global pandemic. While sales tax is strong, other revenues that the Town collects are experiencing major decreases. Intergovernmental revenues like grants will become less available due to decreases in revenues from grant-making agencies. Due to gathering and capacity restrictions, the Town will not collect \$53,000 in revenues for facility rentals.

Local businesses suffered significant losses in revenues because of COVID-19 and the Town's theme for 2021 is economic recovery. The Town is making investments in a few economic recovery programs. There were a few businesses that took advantage of the expanded outdoor seating on Town property in 2020. The Town Council recently approved Eagle Bucks which is an extensive shop local program to encourage residents to support local businesses. The Town will continue to explore programs that support businesses in 2021 using funds to help off-set those who are impacted.



### **Economic Development Initiatives**

Most of the Town's revenues are generated by sales tax and economic development is important to ensure long-term financial stability. There are a few investments that the Town is making in economic development in 2021.

- **Downtown Development Authority (DDA)** – The voters recently approved a DDA in 2020 to support revitalization in Eagle's historic downtown. In 2021, the newly formed district will complete a Downtown Development Plan that will identify and prioritize improvements. Eventually, the plan will become the rationale nexus for a sales tax increment financing (TIF) initiative to help fund improvements.
- **Public Art and Beautification Gateway Project** – In 2021, the Town will combine the installation of a public art mural wall and landscaping along the east-side of the Eby Creek Road roundabouts. This will create an inviting gateway into the Town of Eagle.
- **Marketing & Events** – Due to COVID-19, events in 2021 will focus on smaller local activities like the Eagle Art Walk, outdoor street fairs and small concerts. The Town will take a creative look at smaller events that bring people out, support businesses while maintaining a safe environment. Town completed a Colorado Tourism grant in 2020 that resulted in the creation of brand assets that will be used in the refresh for the Eagle Outside website and marketing.
- **Eagle River Park** – The park was a big hit among many users in 2020. In 2021, the Town will bring back the Whitewater Throwdown and other smaller events that are safe outdoors and keep locals engaged.
- **Broadband** – Town made major investments in broadband in 2020 that expanded service along Broadway Street and Chambers Avenue. The expansion in fiber has resulted in public-private partnerships with Holy Cross Electric, Colorado Parks and Wildlife, Eagle County, Visionary, and Mammoth. In 2021, the Town Council will consider expanding service to include residential and commercial customers like existing enterprise funds.
- **Red Development Property Partnership** – The old Eagle River Station PUD has expired, and Red Development is working collaboratively with the Town to develop a sub-area plan to help sell a for the vision for the property. The plan will be included in the land-use code rewrite so that it's easier to develop the collective vision of the parcel.
- **West Eagle Area Housing Project** – After several years of thoughtful planning and land acquisitions, Eagle County and the Town will solicit developers for the development of attainable housing in west Eagle. The medium/high-density project will yield approximately 78 – 88 units of housing for the local economy.
- **Technology and Outdoor Recreation Assessment** – As a matter of strategy, the Town is targeting technology and outdoor recreation industries. The Town will seek a grant and partnership with the University of Colorado to assist with the planning and implementation strategy to attract and retain these industries in the Town of Eagle.

### **Long Range Planning Initiatives**

The Town has prioritized long-range planning and development of a vision that will inform several of the projects that Community Development is working on. These projects will set the foundation for how the Town will develop and grow. Below is a list of initiatives that are slated for 2021:

- Rewrite of the Land Use Code – In 2020, the Planning & Zoning Commission and the Town Council approved the Comprehensive Plan. This process will provide the necessary foundation for the rewrite of the Land Use Code in 2021.
- Highway 6/Grand Avenue Corridor Plan – The Town kicked off this project in 2020 and it will take approximately 18 months to complete. Most of the public outreach, design, and planning will occur in 2021. The purpose of this plan is to create controlled access along the corridor and apply multi-modal techniques to make it safer for pedestrians and cars along Grand Avenue. The plan will also make recommendations on land use categories to encourage redevelopment in the area.
- Open Space Master Plan – In 2021, staff will complete this plan to identify improvements that need to be made to the town-owned open space program.

### **Infrastructure and Capital Improvements**

The Town has several important infrastructure projects in the works. In 2018, staff developed the Town's first Capital Improvement Plan. The Town will continue the execution of that plan and identification of additional projects. In 2021, the Town is planning to work on the following projects:

- Lower Basin Water Treatment Plant (LBWTP) – In 2021, the construction of the LBWTP will be complete. The focus after completion and testing will be to establish the ongoing operation plan of the new facility. The LBWTP will increase the capacity to serve water to the Town in perpetuity. The plant will provide the ability to use water rights that were acquired on the Eagle River and will provide redundancy of the Town's water resources.
- Capital Improvement Identification Planning – In 2021, the Town will hire a consultant to improve the CIP and develop a 10-year plan. Staff has done a good job of identifying capital but could benefit from having the capacity to complete a comprehensive capital improvements list.
- Pavement Management – Public Works continues to complete maintenance and improvements. In 2021, the Town will make road improvements to Lime Park Drive to MacDonald, Abrams Creek Road, Robins Egg Lane, and Violet Lane.
- Cemetery Tank Replacement – Town will begin the process of constructing a larger water tank near the cemetery. The existing tank is over 30 years old, is undersized for the current demands on the system, and is beyond its useful life. As part of the project, the Town will install communication towers on the tank to expand broadband.

### **Public Safety Investments**

The Town continues to prioritize investments in public safety. As Eagle grows it is important to provide safe and reliable services. Below are items that are funded in 2021 to ensure that we keep making improvements in this area:

- Security Improvements – Public Works will install security fencing around the Town’s water facilities in 2021.
- Police Department Equipment and Fleet Upgrades – The Town will continue the replacement cycle for patrol cars. In 2021, staff will replace two cars. The Police Department will also upgrade the technology used for body cameras.
- Brush Creek Park Playground Equipment Replacement – The existing equipment at the Brush Creek Park was built over 20 years ago. The wood play structure is showing its age, is harder to maintain, and is unsafe. In 2021, the Town will complete a design for a new play structure and apply for a GOCO grant to replace the equipment in 2021.

### **Sustainability and Conservation**

Several investments were made in 2020 in strategies to support sustainability, water, and land conservation. In 2021, the Town will fund strategies to save money and improve the environment. Those projects are listed below:

- Sustainability Solar Project – During the Town Council retreat, the Town prioritized sustainability. In 2021, staff will install solar at the Public Works facility as part of the Town’s sustainability initiatives.
- Water Conservation and Source Water Protection Planning – The Town completed these plans in 2020. In 2021, staff will begin to execute the recommendations in these plans. This will include identifying grants to assist with funding projects.

### **Structural and Organizational Changes**

The Town is proposing a few changes to departments, staffing, and funds. In 2020, the organization saw stability in staffing levels. To ensure that we maintain a positive organizational culture, the Town has proposed making investments in the workforce in 2021. These investments include:

- Staff Changes – The Town is adding a few permanent positions in 2021. Public Works will add 2 seasonal employees and an Engineer I or II to assist the Town Engineer. The administration will create an Assistant Town Manager and a Code Enforcement Officer for Community Development. In 2020, the Town restructured staff in the Open Space program that included a full-time Open Space and Trails Manager position.
- Pay Plan – Human resources completed a comprehensive assessment of wages and grades of the pay plan for 2021. This resulted in making several market adjustments from grade 5 to grade 11. This year 17 employees will receive a market adjustment. The pay plan also includes the addition of 2 more grades. The projected merit increase for the year is 3%.

The Town is not proposing any department reorganizations in 2021. Over the last 3 years, the administration has made structural changes to Community Development, Public Works, and Administration functions to build capacity, improve communication, and increase service delivery. Review of the organizational structure occurs on an annual basis.



**Insurance & Benefits**

In 2021, the Town will change carriers for health insurance and retirement. The purpose of these changes is to increase benefit offerings, take advantage of programs designed for public employees, gain efficiencies in administering, and reduce costs for the organization.

In 2020, the Town implemented ICMA-RC which has an attractive 457 plan geared towards the public sector. In 2021, the Town will move its retirement portfolio from Edwards Jones to the Colorado Retirement Association (CRA). The administration restructured vesting and mandatory contributions to ensure that employees build wealth while employed at the Town of Eagle. The new CRA plans will include a 401(a) and 457 plan specifically designed for public sector employees.

In 2021, the Town will switch from Benefit Health Advisors/Meritain to the Colorado Employee Benefit Trust (CEBT) for health insurance. Under the new plan, employees will have a choice of 3 health plans, Health Savings Account (HSA), Health Reimbursement Account (HRA), wellness programs, dental and vision plans. CEBT is an insurance pool specifically designed for public sector employees.

**Conclusion**

The Town continues to execute the Strategic Plan and make investments in economic development, service delivery, and organizational capacity. The Town is growing and will continue to be the beneficiaries of development. The 2021 budget reflects new economic investments that will pay off over time. It is our goal to become a standards driven organization and operate with professionalism. Progress made towards proactive policies and initiatives will serve the Town well. The budget builds on these efforts.

The development of the 2021 budget was a collaboration between all departments and elected officials and was a display of teamwork. Thanks to the entire team for their efforts.

Respectfully submitted,

A handwritten signature in cursive script that reads "Brandy Reitter".

Brandy Reitter  
Town Manager  
Town of Eagle

# TOWN OF EAGLE MISSION, VISION, VALUES, & GUIDING PRINCIPLES

## MISSION:

Maintain and enhance quality of life for everyone in our community.

## VISION:

The Town of Eagle is a vibrant mountain community that is diverse, inclusive, and unique.

## VALUES:

We are guided in our daily decisions and activities by these values:

### Integrity

We are open, honest, and ethical in all our communications and actions.

### Respect

We thoughtfully consider each other's differences and opinions.

### Commitment

We give our individual best to get the job done right.

### Responsibility

We are accountable for our behaviors, actions, and use of public resources.

### Collaboration

We listen and openly share our ideas to achieve better decisions and outcomes.

### Leadership

We are proactive in advancing the interests of our communities.

## GUIDING PRINCIPLES:



*\* Please find the Strategic Plan in the appendix of the budget.*

## **ABOUT THE TOWN OF EAGLE, COLORADO**

### **The Community**

The Town of Eagle is located on the western slope of the Rockies, halfway between Denver and Grand Junction, the Town of Eagle (pop. Approximately 6,875) is one of Colorado's best kept secrets. Eagle offers access to epic mountain biking, trail running and hiking, golf, kayaking, rafting, snowmobiling, hunting, and gold-medal fly fishing. In addition to a variety of public parks, there are over 1,000 acres of town owned public open space. The Town has a sustained commitment to facilitate and provide quality of life improvements for its residents. Located a short drive from Vail and Beaver Creek, residents also enjoy world-class amenities provided by these resorts. The Eagle County Regional Airport is located just five miles west of Town and serves both commercial and private aviation. Eagle is a thriving recreational community and is a great place to live, work, or visit.

Eagle, the county seat, is a traditional town with a main street lined with shops and cafes. Eagle boasts a variety of great neighborhoods, excellent parks, over 100 miles of single-track trails, concerts in the park, an Arnold Palmer designed golf course, a county-fair venue, and a variety of restaurants. The community has an authentic western flavor and friendly vibe, attracting top-notch events and outdoor adventurers. Its population includes a variety of age groups and income levels. Eagle enjoys a mountain climate with warm dry summers and moderate winters. Average temperatures averages from 33 degrees in January to a high of 85 in July. Typical snowfall is 10-12 inches per month in December through April, yet Eagle boasts over 290 days of sunshine per year.

### **The Town's Organization**

Established in 1887, incorporated in 1905, the Town of Eagle became the County seat in 1920. The Town is a home rule form of government led by a mayor and 6 additional council members elected for four-year terms. The Council appoint the Town Manager, Town Attorney, and Municipal Court Judge. The Town has a staff of approximately 50 dedicated full and part-time employees. Eagle provides a full range of services including police protection, water, wastewater, refuse, and stormwater services, street and parks maintenance, community and economic development, and events planning. Fire service is provided by the Greater Eagle Fire Protection District.

The mayor, council, and employees of the Town are committed to maintaining and enhancing the quality of life for everyone in the community.

### **Eagle's Rich History**

*(Pictures and Excerpts from Eagle County Historical Society)*

In the early 1880's, the town site of our present Town of Eagle was covered with sagebrush, grass, and small bushes. The first person to live on what is now the town site was William Edwards. Mr. Edwards laid claim to land on the Eagle River at the mouth of Brush Creek. He laid out a town site which he called Castle. Gradually the people began moving down the Eagle River Valley.



## Eagle's Rich History (continued)



Until 1887 the only way that people could get into Castle was by wagon road. In this year, the Denver and Rio Grande Western Railroad extended their line through the Eagle Valley. They built a bridge opposite Castle and also built a section house and a water tank.

Soon people came from around the country to settle ranches located on Brush Creek and the Eagle River where they farmed the land and raised horses, cattle and sheep. The people thought a school was necessary for their children, so a school district was established and a school board elected. The first schoolhouse was finished in 1890.



In 1891 a document was made recording the statement "Town of Castle". The "Town of Castle" was sold for taxes (\$74.58). Mr. B. Clark Wheeler, who was then the owner of the town site, redeemed the tax sale certificate and later in 1893, sold his entire holding to A.A. McDonald of Leadville. In 1895, Mr. McDonald dedicated the town site as the "Town of McDonald".

The "Town of McDonald" was sold shortly after the renaming. In 1896 the Town became known as the "Town of Eagle". The Town of Eagle was officially incorporated on March 17, 1905 as a statutory town pursuant to the constitution and laws of the State of Colorado.

In 1902 the population of Eagle was 140 and there was much talk about making Eagle the County Seat.

In May 1913, the voters petitioned the Town Council to construct a sewer system, after much debate and having estimates made, the contract was awarded to H.B. Ikeler for 11 thousand dollars. A year later the system was accepted to be paid for over a period of years by lot assessments.



In the fall of 1920 the removal of the county seat was again voted on and Eagle finally obtained a substantial majority.

In 1923, the town council voted a fund of \$297.50 to purchase fire equipment and a voluntary fire company was formed. There was no genuine need for it until 1931, when the Nogal Building burned down, which housed the "Eagle Valley Enterprise".

In 1929 a water tank holding 200,000 gallons was built up Brush Creek near the Alex MacDonnell Ranch, and in 1930 the town water rights were obtained.

## Eagle's Rich History (continued)



In 1932, the courthouse was built and the following February 1933, just fifty years after the forming of the county, the county offices were moved into their own home.

In 1934 Eagle had a population of about 341 people and was still growing, as it was a very flourishing town.

On August 1, 1934 the new Highway No. 40 opened for travel.

On May 5, 1939, a flying field on Cooley Mesa was proposed. The owners of the mesa willingly loaned the land for this purpose. The field was improved by citizens of Eagle making a 1 half mile runway.

The official census taken by the Eagle Young League counted the population in March of 1940 to be 543 citizens.



In the 2000 Census Eagle's population was 3,032 and in 2015 the population was estimated at 6,678.



## **2021 Financial & Budget Policy Statements:**

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The purpose of financial policies is to enable the Town to achieve and maintain a stable and positive long-term financial condition. More specifically, it is to provide guidelines for the Finance Director in planning and directing the Town's day to day financial affairs so recommendations can be made to the Town Manager.

The scope of these policies includes accounting, auditing, financial reporting, internal controls, operating and capital improvements program, revenue management, cash and investment management, expenditure control, asset management, debt management and planning concepts. The financial policy statements define objectives, establish rules with parameters and express guidelines for fiscal guidelines by the Town in connection with the operating budget and capital improvement program.

Financial policies are reviewed annually by the Town Manager and Finance Director as a part of the budget process.

### **Financial Reporting Entity:**

The Town is a "home rule" organization and as such must comply with Town charter. The Town operates under a Town Council and provides the following services: public safety (police), streets, water, waste water, refuse, stormwater, marketing and events, public improvements, open space preservation, community development, and general administration services.

The Town of Eagle was originally incorporated in 1905. The Town is governed by an elected mayor and an elected council which is responsible for setting policy, appointing administration personnel and adopting an annual budget in accordance with the Town charter.

### **Financial Reporting and Auditing:**

The Town will establish and maintain a high standard of accounting practices. Accounting standards will conform to Generally Accepted Accounting Principles ("GAAP") as outlined by the Governmental Accounting Standards Board ("GASB"). Accounting standards will reflect Best Practices recommended by the Government Finance Officers Association ("GFOA").

After each fiscal year, a comprehensive annual financial report will be prepared for the Town and a certified public accounting firm will conduct an audit of the Town's records. The comprehensive annual financial report will include an independent audit opinion regarding presentation of the financial statements, taken as a whole, in conformity with accounting principles generally accepted in the United States. This report shall be made available to the council, staff, bond-rating agencies and the general public.

### **Budget Overview:**

The preparation and adoption of the annual budget is an important exercise for the entire organization. Sound financial practice and the desire to maintain a strong credit rating dictate that the budgets be balanced, constantly monitored and responsive to changes. The process encompasses an extended period of planning, review, forecasting and priority setting. The Town's annual budget is a comprehensive fiscal plan which spells out how services will be provided and community improvements will be achieved. Upon its adoption by Council, it becomes a controlling mechanism by which to measure the resources receipted and expenditures made to meet approved objectives.



## **2021 Financial & Budget Policy Statements (continued):**

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### **Budget Overview (continued):**

The annual budget is a plan which provides the Council and Town Manager with the financial information necessary for the allocation of resources to accomplish the goals and objectives of the Town. The provision of municipal services is accomplished through the budget. The budget, along with the annual appropriation ordinances, provides the basis for the control of expenditures and sets the financial guidelines for the Town. The basic legal requirements and budget process are defined by the State Constitution, the Town Charter, and the Town Code. The Council approves the budget objectives.

### **Fiscal Year:**

The fiscal year of the Town shall begin on the first day of January and end on the last day of December.

### **Budgets and Budgetary Basis of Accounting:**

Annual budgets for governmental funds (General Fund, Capital Improvements Funds, and Special Revenue Funds) are prepared using a modified accrual basis of accounting which is consistent with generally accepted accounting principles (GAAP). Modified accrual basis of accounting recognizes revenues in the accounting period in which they become available and measurable, and expenditures are recognized in the accounting period when a liability is incurred, if measurable, except for interest on long-term debt, which is recognized when due.

Annual budgets for the Town's Enterprise funds (Water, Waste Water, Refuse, and Stormwater) are also prepared using a modified accrual basis of accounting, which includes capital expenditures and current debt service principle and interest payments, and excludes depreciation, amortization, and adjustments for accrued compensated absences. Although this basis is not consistent with GAAP for enterprise funds, it is common practice among municipalities and is acceptable to our auditors. This practice allows the Town to adopt the spending measurement focus consistent with the other governmental funds.

### **Budget Calendar:**

The budget calendar provides a "big picture" view of the budget process which can help to ensure that all aspects of the budget process have been considered and that adequate time has been provided to meet deadlines. It also informs stakeholders when key budget tasks, events, and decisions will occur so they have an opportunity to plan and to participate in the process. Therefore, a Budget Calendar for the following year will be included as a part of the adopted annual budget.

### **Budget Control and Accountability:**

Monthly expenditure reports will be made available to enable department heads to manage their budgets and to support the Finance Director in monitoring the budget authorized by the Town Council. The Finance Director will prepare a quarterly summary revenue and expenditure reports for the Town Council to be discussed at a Town Council meeting to assist in the understanding of the overall budget and the Town's financial status.

Department heads shall be solely responsible for insuring their department budgets do not exceed overall budgeted amounts. Failure to achieve budgetary control of their individual budgets will be looked into by the Town Manager or Finance Director. The point of budgetary control is at the department level for department heads.

## **2021 Financial & Budget Policy Statements (continued):**

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### **Budget Control and Accountability (continued):**

All contracts in excess of \$50,000 for professional services and \$250,000 for capital improvements must be review by the Town Council prior to commencement of work or signing the contract.

The Town Manager is authorized by the Town Council to approve and execute all contracts for *professional services* in the amount of \$50,000 or less and all *capital improvements* contracts in the amount of \$250,000 or less, which have been approved in the budget and appropriation documents.

Department heads are authorized by the Town Manager to approve and execute all contracts for in the amount of \$15,000 or less, which have been approved in the budget and appropriation documents.

Final signed contracts must then be forwarded to the Finance Director.

### **Budget Amendments and Supplemental Appropriations:**

Amendments to the original budget that alter the total revenues, expenses or reserves of any fund must be approved by the Town Council. If the Town Manager, in consultation with the Finance Director, certifies that there are available projected revenues for appropriations in excess of those estimated in the budget, the Town Council may authorize supplemental appropriations. The level of control in the budget at which expenditures exceed appropriations is at the fund level. All annual appropriations lapse at fiscal year-end.

## TOWN OF EAGLE - 2022 BUDGET CALENDAR

### January

- Start of Fiscal Year; begin planning for 2022 budget
- A certified copy of the 2021 adopted budget must be filed with the Division by January 31st (C.R.S 29-1-113(1))

### February

- Review 2022 budget plan with Town Manager

### March

- Continue planning for 2022 Budget Cycle

### April

- Continue planning for 2022 Budget Cycle
- Plan for 2022-2026 Capital Improvement Plan (CIP)

### May

- Initiate development of 2022 Compensation Plan
- Budget Training/Instructions
- Department Heads to discuss major topics in preparation for Spring Retreat

### June

- Spring Trustee Budget Retreat
- Departments to submit changes to positions or staffing levels to Human Resources
- Vehicle requests submitted to Public Works
- Technology requests submitted to IT
- Issue instructions and request forms to departments for Five-Year Capital Improvement Program (CIP)
- Distribution of Budget Schedule, Forms, and Operating Budget Documents
- June 30 - Deadline for auditor to submit audit report to local government governing body. (C.R.S 29-1-606(a)(1))

### July

- Departments submit 2022 Operational Budget requests
- Departments submit project requests for Five Year CIP
- Meet with departments to review CIP requests
- Personnel Requests and Reallocations Submitted to Finance
- Finalize Draft Compensation Plan
- Deadline for submitting annual audit report to the Office of the State Auditor. (C.R.S 29-1-606(3)) Deadline for request for extension of audit. (C.R.S 29-1-606(4))

### August

- Assessors certify total new assessed and actual values for property tax revenues
- Review and Finalize revenue projections and fixed costs
- 2022 Fee changes submitted to General Admin
- Revision and proofing of budget book by Finance and Departments

### September

- First Draft of 2022 Draft Budget for Town Manager
- Review 2022 proposed fee revisions
- Work Sessions on Operating Budget and Capital Improvement Projects with Council

### October

- Budget officer must submit proposed budget to the governing body. (C.R.S. 29-1-105) Governing body must publish "Notice of Budget" upon receiving proposed budget. (C.R.S. 29-1-106(1)) - and set a public hearing
- Submit proposed budget and CIP to Trusees (Statutory requirement –deliver budget to Council no later than October 15 (CRS 29-1-106))

### November

- Submit division budget narratives for review
- Submit CIP budget narratives for review
- Public hearing on revised recommended 2021 Budget
- Assessors' changes in assessed valuation will be made by a single notification

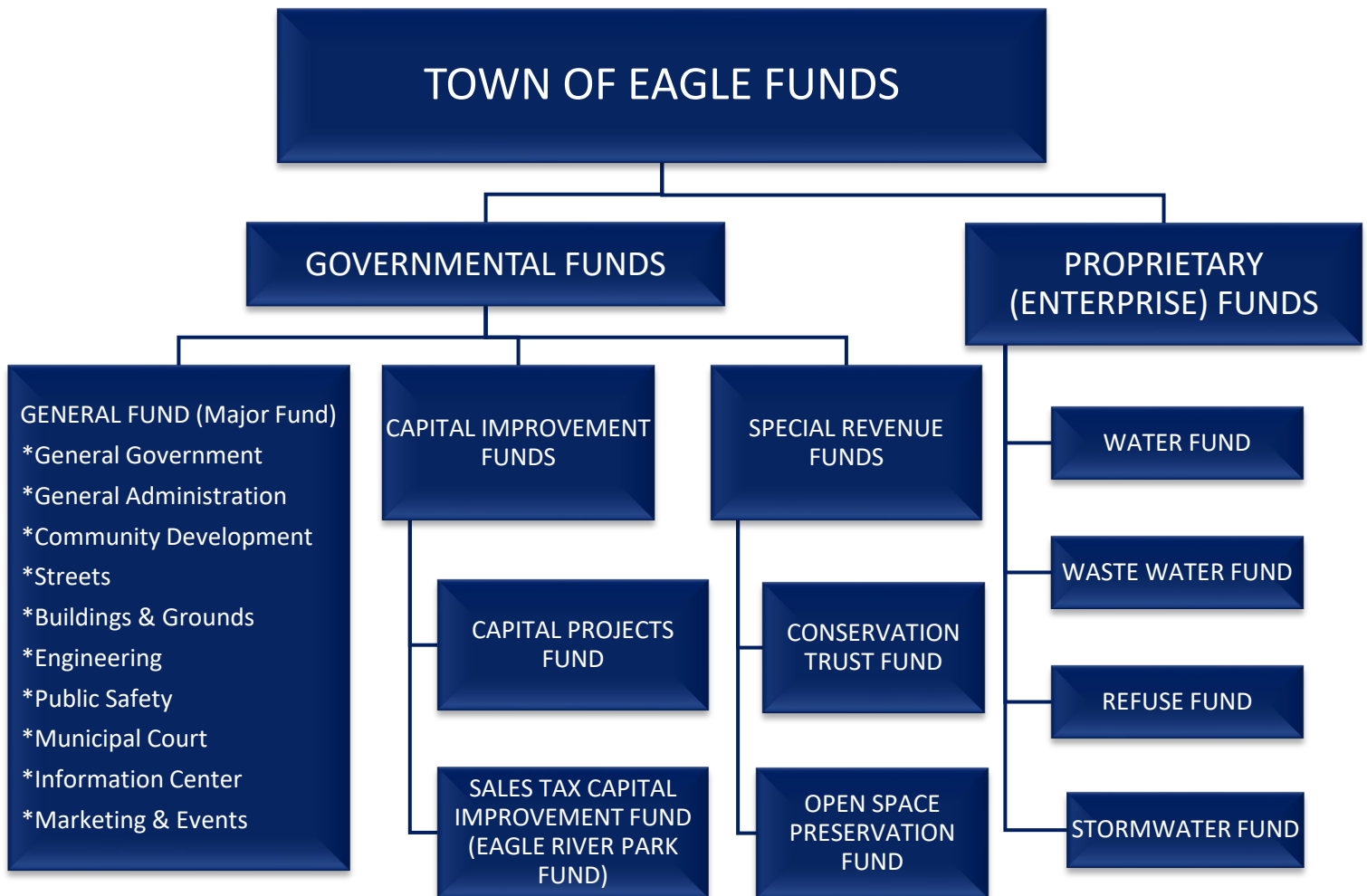
### December

- Adoption of 2022 Budget, Fees and Compensation Plan
- December 15 - Deadline to certify mill levy to the Board of County Commissioners (C.R.S 39-5-128(1))

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# FUND STRUCTURE OVERVIEW

**FUND TYPES:** The Town uses the following fund categories: (1) Governmental funds and (2) Proprietary funds. See fund descriptions on the following page.



# FUND STRUCTURE OVERVIEW (continued)

**Governmental Funds** – The Town’s activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year-end for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The Town maintains the following governmental funds:

General Fund – used to account for resources traditionally associated with government, which are not required legally or by sound financial management to be accounted for in another fund.

Capital Improvement Funds – are used to account for the acquisition of fixed assets or construction of major capital projects not being financed by the General or other funds.

Capital Projects Fund – used to account for funds for the acquisition of lands, construction of major capital improvements and projects, and acquisition of more expensive pieces of equipment.

Sales Tax Capital Improvement Fund (Eagle River Park Fund) – used to account for the voter approved 0.5% sales tax for the acquisition, design, and construction of the Eagle River Park project and other town park and path improvements.

Special Revenue Funds – used to account for proceeds of resources that are restricted or committed for purposes other than debt service or capital projects. The Town’s special revenue funds include the following:

Conservation Trust Fund – accounts for the lottery proceeds received directly from the state of Colorado. The monies collected are restricted for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. A public site is defined by the state as a publicly owned site, or a site in which a public entity/local government holds an interest in land or water.

Open Space Preservation Fund – accounts for revenue from the Town’s lodging occupancy tax committed for the acquisition of open space lands, conservation, trail easements and development rights, trail expansion and maintenance, and other open space recreational amenities.

**Proprietary (enterprise) Funds** – Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The proprietary (enterprise) funds include the following:

Water Fund – accounts for activities related to water services to the citizens of the Town.

Wastewater Fund – accounts for activities related to the sewage treatment facilities and sewage transmission lines.

Refuse Fund – accounts for activities related to trash collection and disposal, recycling, and yardwaste.

Stormwater Fund – accounts for activities related to implementing and financing a stormwater management program.

# BUDGET - ALL FUNDS SUMMARY

**2019 ACTUAL      2020 BUDGET      2020 REVISED      2021 BUDGET**

## GENERAL FUND:

BEGINNING FUND BALANCE	\$ 3,370,971	\$ 3,188,090	\$ 4,445,369	\$ 4,052,698
REVENUES	7,522,117	7,104,123	8,844,354	8,735,227
TRANSFERS-IN FROM OTHER FUNDS	16,120	16,281	115,641	20,000
EXPENDITURES	(6,113,838)	(7,357,888)	(7,122,666)	(8,194,150)
TRANSFERS-OUT TO OTHER FUNDS	(350,000)	(730,000)	(2,230,000)	(2,050,000)
ENDING FUND BALANCE	\$ 4,445,369	\$ 2,220,606	\$ 4,052,698	\$ 2,563,775

## WATER FUND:

BEGINNING FUND BALANCE	\$ 32,359,003	\$ 23,308,375	\$ 24,360,097	\$ 13,245,133
REVENUES	4,904,137	5,462,699	6,205,170	5,177,020
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(12,903,043)	(20,924,183)	(17,320,134)	(8,414,471)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 24,360,097	\$ 7,846,891	\$ 13,245,133	\$ 10,007,682

## WASTE WATER FUND:

BEGINNING FUND BALANCE	\$ 5,202,445	\$ 5,779,337	\$ 6,362,271	\$ 6,867,710
REVENUES	3,549,909	2,913,080	3,306,815	3,691,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(2,390,083)	(2,980,748)	(2,801,376)	(2,653,828)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 6,362,271	\$ 5,711,669	\$ 6,867,710	\$ 7,904,882

## REFUSE FUND:

BEGINNING FUND BALANCE	\$ 224,990	\$ 224,990	\$ 255,570	\$ 233,307
REVENUES	635,163	646,468	620,828	667,750
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(588,463)	(622,133)	(623,091)	(640,899)
TRANSFERS-OUT TO OTHER FUNDS	(16,120)	(16,281)	(20,000)	(20,000)
ENDING FUND BALANCE	\$ 255,570	\$ 233,044	\$ 233,307	\$ 240,158

## STORMWATER FUND:

BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
REVENUES	-	103,000	-	106,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	(83,000)	-	(106,000)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ 20,000	\$ -	\$ -



**BUDGET - ALL FUNDS SUMMARY (continued)**

	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>2020 REVISED</u>	<u>2021 BUDGET</u>
<b>CAPITAL IMPROVEMENTS FUND:</b>				
BEGINNING FUND BALANCE	\$ 4,713,587	\$ 4,865,013	\$ 5,024,966	\$ 6,854,522
REVENUES	573,991	2,372,965	461,884	1,169,250
TRANSFERS-IN FROM OTHER FUNDS	350,000	730,000	2,230,000	1,890,000
EXPENDITURES	(612,612)	(593,284)	(766,687)	(2,181,082)
TRANSFERS-OUT TO OTHER FUNDS	-	(50,000)	(95,641)	-
ENDING FUND BALANCE	\$ 5,024,966	\$ 7,324,694	\$ 6,854,522	\$ 7,732,690

**SALES TAX CAPITAL IMPROVEMENT FUND (EAGLE RIVER PARK FUND):**

BEGINNING FUND BALANCE	\$ 1,319,247	\$ 432,961	\$ 709,163	\$ 1,040,953
REVENUES	1,007,234	614,836	706,250	725,200
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(1,617,317)	(551,774)	(374,460)	(567,976)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 709,163	\$ 496,023	\$ 1,040,953	\$ 1,198,177

**CONSERVATION TRUST FUND:**

BEGINNING FUND BALANCE	\$ 59,679	\$ 69,664	\$ 75,692	\$ 110,117
REVENUES	41,013	34,985	34,425	32,300
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(25,000)	(35,000)	-	(30,000)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 75,692	\$ 69,649	\$ 110,117	\$ 112,417

**OPEN SPACE PRESERVATION FUND:**

BEGINNING FUND BALANCE	\$ 263,867	\$ 276,844	\$ 325,989	\$ 294,876
REVENUES	151,867	146,820	76,000	93,580
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	150,000
EXPENDITURES	(89,745)	(205,527)	(107,113)	(238,770)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 325,989	\$ 218,137	\$ 294,876	\$ 299,686

**TOTAL - ALL FUNDS:**

BEGINNING FUND BALANCE	\$ 47,513,789	\$ 38,145,274	\$ 41,559,117	\$ 32,699,316
REVENUES	18,385,430	19,398,976	20,255,726	20,397,327
TRANSFERS-IN FROM OTHER FUNDS	366,120	746,281	2,345,641	2,060,000
EXPENDITURES	(24,340,102)	(33,353,537)	(29,115,527)	(23,027,176)
TRANSFERS-OUT TO OTHER FUNDS	(366,120)	(796,281)	(2,345,641)	(2,070,000)
ENDING FUND BALANCE	\$ 41,559,117	\$ 24,140,713	\$ 32,699,316	\$ 30,059,467

## GENERAL FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR: TABOR RESERVE</b>	\$ 186,500	\$ 199,650	\$ 190,500	\$ 208,091	9%	\$ 17,591
<b>NON-SPENDABLE: <sup>1</sup></b>	195,309	195,309	223,825	219,000	-2%	(4,825)
<b>UNASSIGNED FUND BALANCE:</b>	2,989,162	2,793,131	4,031,045	3,625,607	-10%	(405,437)
<b>TOTAL FUND BALANCES (Beginning)</b>	<u>\$ 3,370,971</u>	<u>\$ 3,188,090</u>	<u>\$ 4,445,369</u>	<u>\$ 4,052,698</u>	-9%	<u>\$ (392,671)</u>
<b>REVENUE</b>						
Taxes	5,734,133	5,448,859	6,746,542	7,322,242	9%	575,700
Licenses and Permits	405,978	295,300	362,160	467,740	29%	105,580
Intergovernmental Revenue	666,394	752,552	896,386	574,045	-36%	(322,341)
Charges for Services	286,461	290,550	177,250	233,100	32%	55,850
Fines & Forfeitures	99,151	126,262	104,000	94,000	-10%	(10,000)
Misc. Revenues	329,999	190,600	558,016	44,100	-92%	(513,916)
Transfers from Other Funds						
From Refuse	16,120	16,281	20,000	20,000	0%	-
From Capital Improvements	-	-	95,641	-	0%	(95,641)
<b>TOTAL REVENUE</b>	<u>\$ 7,538,237</u>	<u>\$ 7,120,404</u>	<u>\$ 8,959,995</u>	<u>\$ 8,755,227</u>	-2%	<u>\$ (204,768)</u>
<b>TOTAL SOURCES</b>	<u>\$ 10,909,208</u>	<u>\$ 10,308,494</u>	<u>\$ 13,405,364</u>	<u>\$ 12,807,925</u>	-4%	<u>\$ (597,439)</u>
<b>EXPENDITURES</b>						
Town Council	-	111,281	141,622	307,918	117%	166,296
General Government	442,036	433,328	425,589	452,757	6%	27,168
General Administration	589,478	682,373	638,913	789,256	24%	150,343
Community Development	836,103	1,025,330	903,587	1,109,557	23%	205,970
Streets	1,187,519	1,550,839	1,603,529	1,610,074	0%	6,545
Engineering	238,149	255,724	224,841	294,525	31%	69,684
Buildings & Grounds	676,880	763,681	785,634	940,702	20%	155,068
Public Safety	1,642,487	2,061,530	2,068,448	2,174,667	5%	106,219
Municipal Court	64,011	84,110	82,942	83,586	1%	644
Information Center	144,954	43,739	36,906	50,794	38%	13,888
Marketing & Events	292,221	345,953	210,655	380,314	81%	169,659
<b>TOTAL EXPENDITURES</b>	<u>\$ 6,113,838</u>	<u>\$ 7,357,888</u>	<u>\$ 7,122,666</u>	<u>\$ 8,194,150</u>	15%	<u>\$ 1,071,484</u>
<b>TRANSFERS TO OTHER FUNDS</b>						
Transfer to Open Space Fund	-	-	-	150,000	0%	150,000
Transfer to Capital Improvements Fund	350,000	730,000	2,230,000	1,900,000	-15%	(330,000)
<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	<u>\$ 350,000</u>	<u>\$ 730,000</u>	<u>\$ 2,230,000</u>	<u>\$ 2,050,000</u>	-8%	<u>\$ (180,000)</u>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<u>\$ 6,463,838</u>	<u>\$ 8,087,888</u>	<u>\$ 9,352,666</u>	<u>\$ 10,244,150</u>	10%	<u>\$ 891,484</u>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR: TABOR RESERVE</b>	190,500	213,537	208,091	244,685	18%	36,594
<b>NON-SPENDABLE: <sup>1</sup></b>	223,825	168,600	219,000	219,000	0%	-
<b>UNASSIGNED FUND BALANCE:</b>	4,031,045	1,838,469	3,625,607	2,100,091 <sup>2</sup>	-42%	(1,525,517)
<b>TOTAL FUND BALANCES (Ending)</b>	<u>\$ 4,445,369</u>	<u>\$ 2,220,606</u>	<u>\$ 4,052,698</u>	<u>\$ 2,563,775</u>	-37%	<u>\$ (1,488,923)</u>

<sup>1</sup> Non-Spendable: Prepaid Expenditures and EHOP (Long-term notes and funds held with fiscal agent for the Town's Employee Home Ownership Program)

<sup>2</sup> Ending 2021 budgeted unassigned fund balance is 25.63% of total expenditures not including transfers to other funds

**GENERAL FUND  
REVENUE SOURCES**

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>TAXES</b>							
10-431-10	General Property Tax	\$ 311,639	\$ 336,326	\$ 336,326	\$ 353,142	5%	\$ 16,816
10-431-20	Specific Ownership Tax	16,811	14,700	16,500	16,500	0%	\$ -
10-431-30/31	Sales Tax	5,053,778	4,733,613	6,110,000	6,658,000	9%	548,000
10-431-44	Severance Tax	344	200	516	350	-32%	(166)
10-431-45	Federal Mineral Tax	241	200	200	250	25%	50
10-431-50	Franchise Tax	207,654	220,000	210,000	210,000	0%	-
10-431-60	Marketing Lodging Tax	143,666	143,820	73,000	84,000	15%	11,000
	<b>TOTAL TAXES</b>	<b>\$ 5,734,133</b>	<b>\$ 5,448,859</b>	<b>\$ 6,746,542</b>	<b>\$ 7,322,242</b>	<b>9%</b>	<b>\$ 575,700</b>
<b>LICENSES &amp; PERMITS</b>							
10-432-10	Business Licenses	\$ 38,885	\$ 28,000	\$ 31,500	\$ 32,000	2%	\$ 500
10-432-12	Liquor Licenses	7,226	6,000	4,800	4,800	0%	-
10-432-13	Marijuana Licenses	4,150	4,000	9,750	4,000	-59%	(5,750)
10-432-15	Marketing Fee	10,290	8,000	3,860	5,240	36%	1,380
10-432-20	Building Permits	314,893	223,000	275,000	384,000	40%	109,000
10-432-27	Electrical Permits	29,319	25,000	30,000	34,000	13%	4,000
10-432-30	Road Cut Permits	965	500	6,850	2,800	-59%	(4,050)
10-432-35	Sign Permits	150	300	300	650	117%	350
10-432-40	Special Event Permits	100	500	100	250	150%	150
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ 405,978</b>	<b>\$ 295,300</b>	<b>\$ 362,160</b>	<b>\$ 467,740</b>	<b>29%</b>	<b>\$ 105,580</b>
<b>INTERGOVERNMENTAL REVENUE</b>							
10-433-20	Motor Vehicle License Fee	\$ 31,851	\$ 30,000	\$ 30,000	\$ 31,000	3%	1,000
10-433-30	Highway Users Tax	293,236	234,305	215,303	223,545	4%	8,242
10-433-40	Cigarette Tax	11,056	11,000	6,283	-	-100%	(6,283)
10-433-60	Road & Bridge Tax	87,275	83,000	97,800	98,000	0%	200
10-433-70	County Sales Tax	177,117	149,247	193,000	196,500	2%	3,500
10-433-75	Grants	40,940	95,000	354,000	25,000	0%	(329,000)
10-433-85	Intergovernmental Contributions	24,918	150,000	-	-	100%	-
	<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>\$ 666,394</b>	<b>\$ 752,552</b>	<b>\$ 896,386</b>	<b>\$ 574,045</b>	<b>-36%</b>	<b>\$ (322,341)</b>
<b>CHARGES FOR SERVICES</b>							
10-434-10	Planning & Zoning Fees	\$ 14,518	\$ 15,000	\$ 20,000	\$ 26,000	30%	\$ 6,000
10-434-20	Planning & Zoning Reimbursable	170,875	100,000	150,000	159,000	6%	9,000
10-434-25	Facility Usage Fees	67,529	53,550	7,250	16,100	122%	8,850
10-434-26	Facility Usage Deposits	4,968	-	-	-	0%	-
10-434-30	Sponsorship & Event Fees	28,571	22,000	-	32,000	-	32,000
10-434-29	Staff Time Reimbursable	-	100,000	-	-	0%	-
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 286,461</b>	<b>\$ 290,550</b>	<b>\$ 177,250</b>	<b>\$ 233,100</b>	<b>32%</b>	<b>\$ 55,850</b>
<b>FINES &amp; FORFEITURES</b>							
10-435-10	Fines & Forfeits	\$ 43,493	\$ 45,000	\$ 42,800	\$ 41,500	-3%	\$ (1,300)
10-435-15	Police Surcharge	3,960	3,000	3,000	3,000	0%	-
10-435-20	Police Miscellaneous	3,643	2,000	1,200	1,500	25%	300
10-435-25	Police Grants	24,585	35,862	22,000	19,000	-14%	(3,000)
10-435-30	Special Duty Reimbursable	23,335	40,000	35,000	29,000	-17%	(6,000)
10-435-35	Charitable Organization Fee	135	400	-	-	-	-
	<b>TOTAL FINES &amp; FORFEITS</b>	<b>\$ 99,151</b>	<b>\$ 126,262</b>	<b>\$ 104,000</b>	<b>\$ 94,000</b>	<b>-10%</b>	<b>\$ (10,000)</b>

**GENERAL FUND  
REVENUE SOURCES**

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>MISCELLANEOUS REVENUE</b>						
10-436-10 General Interest	\$ 147,611	\$ 100,000	\$ 41,000	\$ 13,500	-67%	\$ (27,500)
10-436-17 Penalty & Interest	265	-	105	-	0%	(105)
10-436-30 Contributions & Donations	-	-	10,166	-	0%	(10,166)
10-436-40 Information Center Sales	129,187	-	7,075	-	-100%	(7,075)
10-436-42 Information Center Donations	312	-	45	-	-100%	(45)
10-436-45 Information Center Sales Tax	11,444	-	680	-	-100%	(680)
10-436-50 Rental Income	14,901	15,600	15,600	15,600	0%	-
10-436-70 Other Miscellaneous Revenue	21,728	35,000	17,500	15,000	-14%	(2,500)
10-436-72 Sale of Fixed Assets	-	-	35,650	-	-100%	(35,650)
10-436-78 Insurance Proceeds	3,870	-	53,129	-	-100%	(53,129)
10-436-80 Reimbursable Revenue - Other	200	-	1,300	-	0%	(1,300)
10-436-94 Impact Fees Administration Fees	481	40,000	766	-	0%	(766)
10-436-95 Fee in Lieu - LERP	-	-	375,000	-	100%	(375,000)
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>\$ 329,999</b>	<b>\$ 190,600</b>	<b>\$ 558,016</b>	<b>\$ 44,100</b>	<b>-92%</b>	<b>\$ (513,916)</b>
<b>TRANSFERS FROM OTHER FUNDS</b>						
10-437-40 General Admin. Refuse	\$ 16,120	\$ 16,281	\$ 20,000	\$ 20,000	0%	-
10-437-31 Capital Improvements	-	-	95,641	-	0%	(95,641)
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>\$ 16,120</b>	<b>\$ 16,281</b>	<b>\$ 115,641</b>	<b>\$ 20,000</b>	<b>-83%</b>	<b>\$ (95,641)</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 7,538,237</b>	<b>\$ 7,120,404</b>	<b>\$ 8,959,995</b>	<b>\$ 8,755,227</b>	<b>-2%</b>	<b>\$ (204,768)</b>

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# Town Council Department

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## **DESCRIPTION**

The Town of Eagle is a Home Rule community governed by the Town Charter. The Town Council serves as its governing body. In this role, the Town Council sets policy and appoints the Town officers, including the Town Manager, Town Attorney, and Municipal Court Judge. The Town Council consists of the Mayor, Mayor Pro-Tem, and five Council Members. The Mayor is the political head of the Town government and together with the Town Council, supervises appointed officers of the Town. The Mayor also presides at all meetings of the Town Council.

## **2020 ACCOMPLISHMENTS**

- Successful Home Rule Election.
- Creation of a new Strategic Plan.
- New and improved new council members orientation.
- Implementation of monthly policy work sessions.
- Approved major technology upgrades to the Town Council Chambers.
- Execution of two emergency disaster declarations.
- Implementation of two new revenue generation policies and successful ballot measures.
- Supported regional effort to curb tobacco use of young people under the age of 21.
- Established a Downtown Development Authority (DDA).
- Adopted the updated Comprehensive Plan.
- Created the new Open Space and Recreation Advisory Committee (OSRAC).
- Allocated funding from the CARES Act to grant money to local non-profits.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Complete the construction of the Lower Basin Water Treatment Plant (LBWTP).
- Complete the rate and tap fee study and finalize rates for the Wastewater Fund.
- Complete water conservation planning and prioritize sustainability strategies.
- Continue communication with Planning & Zoning Commission and regional partners.
- Continue to support staff and all the work that they do.
- Participate in long-range planning efforts for the Town of Eagle.

## **HIGHLIGHTS**

Implementation of the new Strategic Plan is a priority. The Town has accomplished major projects over the last few years. In 2021, the Town will complete the \$28 million Lower Basin Water Treatment Plan that will provide water to the community for many years to come. The Town Council prioritized the Grand Avenue Corridor Plan that will create a vision for the western gateway of the Town of Eagle. Home Rule continues to be a successful initiative and has provided a lot of flexibility in the way that Town governs. As a follow up to the Charter Commission's request, the Town Council plans to create and adopt a Council Book and Code of Conduct in 2021. This document will help provide a governing framework and assist with the onboarding of new council members in the future.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>REVISED 2020</b>	<b>BUDGET 2021</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICES	\$ -	\$ 24,575	\$ 36,645	\$ 42,680	16%	\$ 6,035
SUPPLIES	-	200	200	200	0%	-
CHARGES FOR SERVICES	-	23,506	19,006	29,798	57%	10,792
DISCRETIONARY FUNDING	-	63,000	85,538	235,000	175%	149,462
FIXED CHARGES	-	-	233	240	3%	7
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 111,281</b>	<b>\$ 141,622</b>	<b>\$ 307,918</b>	<b>117%</b>	<b>\$166,296</b>



# General Government Department

## Town Manager

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### **DESCRIPTION**

General Government provides for the administrative oversight of the Town of Eagle. The Town Manager provides for the day-to-day direction, organizational leadership and development, and oversight of all operational areas. The Town Manager also executes the policies of the Town Council. The Town Attorney is responsible for providing legal guidance to the Town Council and the organization.

### **2020 ACCOMPLISHMENTS**

- Implemented a successful COVID-19 operation plan in response to the global pandemic.
- Created work from home policies so that employees could safely operate virtually.
- Completed a Downtown Colorado, Inc. Assessment to support revitalization of the Broadway Street business district.
- Supported the Town Council in the creation of a short-term rental policy.
- Completed the construction of Project THOR to bring municipal broadband to the community.
- Hired a new Director of Public Works, Community Development, and a Town Engineer.
- Created a full-time Open Space and Trails Manager position for the Open Space program.
- Established a stormwater management enterprise and utility.
- Created a policy to support mobile vendors in the Town.

### **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Work with Downtown Colorado, Inc. to establish the DDA Board and create a governing structure for the new district.
- Facilitate the Grand Avenue Corridor Plan to create the vision for the western gateway of Eagle.
- Complete the West Eagle Area Plan amendment to provide attainable housing and partner with Eagle County to solicit a development partner.
- Complete the Red Development Sub-Area Plan to create a vision for the property to inform the re-write of the development code.
- Implement municipal broadband and partner with ISPs to increase high-speed internet options.
- Implement software to manage HR and facility rental functions.

### **HIGHLIGHTS**

In 2021, the administration is focused on process improvements that include the implementation of broadband, automation of back-office systems, and policy development. There are a few major projects that the Town will kickoff this year like the Grand Avenue Corridor Plan and the West Eagle Housing Project. The Town will still need to address COVID-19 public health orders which will put pressures on the organization and the community that wouldn't exist. In 2021, the administration's economic development strategies will focus on recovery and support for the local economy.

SUMMARY OF EXPENDITURES	ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
	2019	2020	2020	2021	FROM PY	FROM PY
PERSONNEL SERVICES	\$ 178,518	\$ 179,255	\$ 183,112	\$ 249,190	36%	\$ 66,078
SUPPLIES	5,355	6,800	18,156	4,800	-74%	(13,356)
CHARGES FOR SERVICES	180,306	217,004	205,779	179,668	-13%	(26,111)
DISCRETIONARY FUNDING	50,425	-	-	-	-	-
FIXED CHARGES	27,433	30,269	18,542	19,099	3%	557
TOTAL EXPENDITURES	<u>\$ 442,036</u>	<u>\$ 433,328</u>	<u>\$ 425,589</u>	<u>\$ 452,757</u>	<u>6%</u>	<u>\$ 27,168</u>

# Administration Department

## Finance

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### **DESCRIPTION**

The Finance Department provides accounting, budgeting and other financial services for the Town. This includes such functions as budget preparation and monitoring, debt administration, cash management, processing and distribution of funds for accounts payable and payroll, utility billing, accounts receivable, fixed asset recording, financial record keeping and reporting, risk management and oversight of Information Center.

### **2020 ACCOMPLISHMENTS**

- Completed Town's first remote audit and received an unqualified opinion on the audit report.
- Coordinated gathering of information for 2021 budget document.
- Ongoing processing of accounts payable, payroll, utility billing, collections and cash receipts, reconciliation of bank accounts, invoicing, and fixed asset recording.
- Financial administration of bonds and loans issued for the Water Fund, Wastewater Fund and Sales Tax Capital Improvement Fund.
- Continued development of Town of Eagle Financial Policies and Procedures manual including, utility policies (payment plan policy, red tag and shut of policy, water leak adjustment policy, billing adjustment policy), ethics policies (proper recording of staff time policy, vendor gifts policy, making gifts with public funds policy), gift card & gift certificate policy, updating credit card policy, and updating the relocation & moving expense reimbursement policy.
- Rolled out new Tobacco Tax Collection process in July 2020 and setup collection through Eagle County with IGA.
- Modified marijuana tax language to increase automatically by 0.5% annually up to 5% so Council will not have to review on an annual basis.
- Implemented electronic accounts payable and payroll submittal processes due to COVID-19.
- Researched and Implemented 2021 retirement change from Edward Jones and ICMA-RC to Colorado Retirement Association.
- Assisted with health insurance transition from being partially self-insured to fully insured with CEBT.

### **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Provide accurate, concise, and quarterly reporting of the Town's financial condition and budget comparisons to the Council and department heads to facilitate good oversight, management and ensure the fiscal stability of the Town.
- Monitor revenue sources and trends to react quickly and appropriately during changing economic conditions.
- Continued development of policies and procedures that protect the Town and ensure compliance: *purchasing policies, budget & fiscal policies, fixed asset management policies, and grants management policies.*
- Successful administration of Council's requested "Eagle Bucks Program".
- Implement software for facility rental process.
- Research electronic accounts payable software and develop new proposed A/P process to increase our turnaround time to vendors.

### **HIGHLIGHTS**

In 2021, finance will be focused on process improvements and policy development that include accounts payable, payroll, facility rentals, IT, and implementation of broadband.

# Administration Department

## Town Clerk

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### **DEPARTMENT/FUND DESCRIPTION**

The Town Clerk prepares agenda materials, packets and minutes for Town Council meetings, attends meetings, keeps accurate record of all official acts, manages liquor, marijuana, tobacco, public right of way/temporary licenses and business licenses, including special event permits, designated election official for regular municipal and special elections, coordinates records management functions, is the custodian of the seal and affixes to documents as the law or the Town Council requires, manages content and updates of website and social media, serves as the Municipal Court Supervisor and attends all court dates, coordinates the updates to our Municipal Code and responds to Open Records Requests.

### **2020 ACCOMPLISHMENTS**

- April General Election for Mayor and three Trustees, Home Rule Charter adoption and voter approval of the Tobacco Tax (TABOR).
- November Coordinated Election with Eagle County to ask for voter approval to organize a Downtown Development Authority, Lodging Tax change from flat rate to 6% (TABOR) and “de-Gallagher question to adjust mill levy rate.
- Transition to on-line meetings for Town Council due to public health orders.
- Assist bars and restaurants with State Liquor Law changes due to public health orders.
- Issued Tobacco Licenses per Municipal Code update.
- Publication of Ordinances and Notices on our website.
- IT Committee review of IT needs and budget.

### **2021 GOALS/STRATEGIC PLAN ALIGNMENT 2021**

- Continue to bring Town of Eagle into current practices with similar towns by prioritizing information technology as an efficient tool to ensure staff is productive.
- Continue to report quarterly sales tax reporting for transparency and for the benefit of the organization and public.
- Continue to develop internal and external communications plan with internal Communications Committee.

### **HIGHLIGHTS**

- Municipal Code codification to reflect Home Rule Charter.
- Transition to Caselle for management of Business Licenses.
- Coordinate with Community Development on licensing.

# Administration Department

## Human Resources

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### **DESCRIPTION**

Human Resources oversees all aspects of talent and risk management. This includes managing recruitment activities; legal compliance; record keeping; establishing and updating policies and procedures, maintaining and updating the Employee Handbook and Safety Manual; developing and updating job descriptions; compensation; employee classification; employment verifications, responding to employee concerns; and administration of employee benefits, worker's compensation and general liability claims.

### **2020 ACCOMPLISHMENTS**

- Continuous evaluation of pay plan, market research conducted, and job description updates implemented on all open or new positions to link with pay ranges and market data.
- Assisted Town Manager, Finance, and IT with COVID compliance, implementation and communications, defining essential workers, administering telecommuting, federal and state paid leave programs, environmental cleaning and public health order employee communications.
- Heavy recruitment year 18 total openings. Hired and oriented 11 full time new hires, 1 seasonal new hire and assisted with 3 seasonal rehire vacancies:
  - Police Academy Cadet
  - Planner I, 1 Internal promotion and 1 new hire
  - Administrative Technician II, Community Development
  - Police Records and Evidence Technician I
  - Town Engineer
  - Community Development Director/Town Planner
  - 2 Water Plant Operators
  - 2 Maintenance Technicians - Streets
  - Open Space Trails Technician - Seasonal Rehire
  - Building and Grounds Maintenance Worker -1 New hire, 1 rehire
  - Yard Waste Worker – 1 rehire
  - Open Space and Trails Manager
  - Public Works Director
- Conducted HR Orientation for 3 new council members and 5 new P & Z Commission members.
- Researched recommendations for implementation of Colorado Retirement Association, health insurance renewal and plan changes for 2021 in preparation for open enrollment in November 2020.
- Updated Employee Handbook with new State Leave for HFWA, Public Health Emergency and FAMLI effective 2021.

### **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Increase involvement in safety and wellness practices and policies.
- Continue to evaluate market trends related to benefits, compensation and HR best practices.
- Implement CIVIC HR applicant tracking and employee onboarding software programs to improve recruitment and employee experience.

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 355,459	\$ 405,034	\$ 406,288	\$ 525,384	29%	\$ 119,096
SUPPLIES	8,789	33,326	15,525	16,500	6%	975
CHARGES FOR SERVICES	190,507	209,841	212,093	233,805	10%	21,712
FIXED CHARGES	34,723	34,172	5,007	13,567	171%	8,560
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	\$ 589,478	\$ 682,373	\$ 638,913	\$ 789,256	24%	\$ 150,343

# Community Development Department

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## **DESCRIPTION**

The Community Development Department is comprised of the Town's Planning and Building departments and code enforcement duties. The Community Development Department is responsible for maintaining and enhancing the quality of life for everyone in the community through proper land use management that includes short and long-range planning and construction review/administration. This work is guided by the Town's Land Use and Development Code, Eagle Comprehensive Plan, the Eagle River Corridor Plan, the International Building Code, and other guiding documents. The Department conducts a variety of functions including but not limited to review and processing of land use applications and building permits; small area planning efforts and special studies; revisions to and enforcement of the Land Use and Development Code and Community Plan; and community engagement. The Department provides support to the Town Council, Planning & Zoning Commission, Town Manager, and Public Works.

## **2020 ACCOMPLISHMENTS**

### *Planning Department*

- Completed the update of the Town's Comprehensive Plan and made progress in amending the Land Use and Development Code:
  - Hosted several meetings for the two Citizen Advisory Committees – Comprehensive Plan Update Committee and the Land Use Code Update Committee.
  - Hosted numerous community outreach events and activities in locations around town and online for the Elevate Eagle Plan and Code revisions, Highway 6 Corridor Study, and East Eagle Sub-Area Plan.
- Recruited, hired, and onboarded a new Permit Technician.
- Recruited, hired, and onboarded a new Community Development Director.
- Recruited, hired, and onboarded a new Planner I.
- Recruited, hired, and onboarded a new Administrative Technician II.
- Promotion of Planner Tech to Planner I.
- Conducted annual joint work session between the Town Council and the Planning and Zoning Commission.
- Participated in the selection of a consultant team to lead the Town's Highway 6 Corridor Study and contributed staff time for committee meetings and data collection.
- Staff participation in the Economic Vitality Committee.
- Staff participation in the migration to the Zoom and CivicClerk platforms for Town Council and Planning & Zoning Commission meetings.
- Reviewed more than 15 code enforcement cases.
- Reviewed and processed more than 27 land use applications.
- Continued to enhance CommunityCore, the Department's permit tracking software, to build functions useful to planning projects, time tracking, and invoicing.

### *Building Department*

- Enhancement of Community Core, to streamline the Building Permit process.
- Created the *Construction Trades Information Exchange* (CTIX) process and associated elements.
- Refinement of permit acceptance and internal plan review process.



# Community Development Department (continued)

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## *Building Department (continued)*

- Cross trained staff to cover front desk duties.
- Performed inspections during the COVID-19 shutdown from March thru May without affecting service levels.
- Trained new Permit Tech.
- Continued partnership with the Town of Gypsum for service of electrical inspections and electrical plan review.
- Engaged third party plan review specialist for two major projects to decrease process time and maintain a high level of service.
- Oversight and inspection of major construction projects.
  - 210 Freestone 22 Unit project Occupancy approval obtained
  - 1393 Chambers Phased Approach to Occupancy approval
  - Outwest Drywall project Phased approach to Occupancy approval
  - Broadway Station facilitated internal plan review process among all teams
  - Talon Flats facilitated internal plan review among team all members
  - Resource for the Lower Basin Treatment Plant for construction and revisions
- Reviewed, permitted, and administered 453 permits.
- Reviewed, permitted, and administered 11 sign permits.
- Conducted 1970 Inspections (June 2020).

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Comprehensive Plan Update and Land Use and Development Code Update.
- Highway 6 Land Planning and Transportation Study-coordinated effort with engineering and public works including community outreach and coordination with Eagle County.
- Internal Process and Review and Improvement - continue improvements of coordinated plan review and permitting process between all departments.
- Integrate essential technologies into the planning and building department functions including GIS, CommunityCore, and other platforms to improve efficiencies and support data driven decision making.

## **HIGHLIGHTS**

- Filled vacancies and a new position to complete the Community Development team of passionate, hardworking, community-centered, forward-thinking individuals who will serve the Town for years to come!
- Provided seamless Building services through difficult times.
- Continue stabilizing and enhancing the operations/efficiencies of the Community Development Department and the processes they manage.
- Assist the Planning & Zoning Commission and Town Council with new Comprehensive Plan, Land Use and Development Code update, and developing standards.
- Enhance integration of the department with other Town departments and partners.
- Continue focus to long range planning efforts for consistent, sound decision making.
- Enhance communications with the community on major efforts.

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
	2019	2020	2020	2021	FROM PY	FROM PY
PERSONNEL SERVICE	\$ 309,112	\$ 592,646	\$ 540,025	\$ 711,894	32%	\$ 171,869
SUPPLIES	2,978	4,100	12,038	11,200	-7%	(838)
CHARGES FOR SERVICES	524,013	428,584	349,740	384,625	10%	34,885
FIXED CHARGES	-	-	1,784	1,838	3%	54
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	<b>\$ 836,103</b>	<b>\$ 1,025,330</b>	<b>\$ 903,587</b>	<b>\$ 1,109,557</b>	<b>23%</b>	<b>\$ 205,970</b>

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# Streets Department

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## **DESCRIPTION**

The Streets Department maintains and performs limited construction of the streets and rights-of-way within the Town limits. The department is also responsible for signage, weed control, management of the “urban forest,” assist in water and wastewater field operations, and winter maintenance within the public ROW.

## **2020 ACCOMPLISHMENTS**

- Constructed Pavement Management Plan in the Terrace Subdivision and Church Street.
- New equipment has been purchased and within budget.
- Snow plowing, street sweeping, sign maintenance, street striping, and curb and gutter replacement.
- Worked with Special Events for setup and tear down of events.
- Worked with planning division on miscellaneous projects.
- Continued leasing program for heavy equipment.
- Filled Streets Maintenance Worker vacancy.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Hire more personnel – two Maintenance Workers and one Streets Supervisor.
- Continued implementation of Pavement Management Plan, budgeted \$600,000.
- Handicap Ramps and Sidewalks “Safe Routes to School”
- Upgrade Market Street lights to LEDs.
- Construct Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights.
- Construct Sidewalk/Trail Pedestrian Trail - West Side
- Construct Sidewalk/Trail: Pedestrian Trail Cemetery
- Construct Sidewalk/Trail: Capitol Street between 2<sup>nd</sup> and 5<sup>th</sup>.
- Construct Sidewalk/Trail: Capitol Street – Highway 6 to 2<sup>nd</sup> Street.
- Continue upgrading Broadway Street and Market Street lights to LEDs.
- Begin Highway 6 / Grand Avenue Corridor study.
- Order approved equipment for 2021.
- Complete crack filling of streets.

## **HIGHLIGHTS**

- Hire more personnel – two Maintenance Workers and one Streets Supervisor.
- Continued implementation of Pavement Management Plan, budgeted \$600,000.
- Begin Highway 6 / Grand Avenue Corridor study.
- Handicap Ramps and Sidewalks “Safe Routes to School”.

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 374,213	\$ 529,734	\$ 511,685	\$ 564,856	10%	\$ 53,171
SUPPLIES	150,337	176,409	168,425	163,570	-3%	(4,855)
CHARGES FOR SERVICES	608,191	814,348	899,889	869,972	-3%	(29,917)
FIXED CHARGES	54,779	30,348	23,530	11,676	-50%	(11,854)
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	\$ 1,187,519	\$ 1,550,839	\$ 1,603,529	\$ 1,610,074	0%	\$ 6,545

# Engineering Department

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## **DESCRIPTION**

Engineering department is a part of the Public Works team and is responsible for both capital and development projects. The department is instrumental in reviewing all plans associated with projects and approval of civil engineering design plans with safety as a priority. The department works in partnership with all other departments including Community Development, Finance, Public Safety, and the Town Manager. The department consists of the Town Engineer and Senior Engineer.

## **2020 ACCOMPLISHMENTS**

- Managed Comcast installation.
- Filled Town Engineer vacancy.
- Review and coordinated in-fill development projects.
- Assist Community Development with Grand Avenue Improvements RFP.
- Continue leadership role on Eagle River Water Park Project.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Managed Comcast installation.
- Continue leadership role on Eagle River Water Park Project.
- Assist Community Development with Grand Avenue Improvements Plan.
- Construct Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights.
- Continue working with Haymeadow's engineer for the Brush Creek Road extension design.
- Continue development review and approval of construction plans for Red Mountain Ranch and Reserve at Hockett Gulch.
- Continue as town representative for Eagle County Rapid Transit Advisory Board, Eagle Pool & Ice Capital Committee.
- Work with planning division on both capital and development projects.

## **HIGHLIGHTS**

- Assist Community Development with Grand Avenue Improvements Plan.
- Manage Comcast installation.
- Work with planning division on both capital and development projects.



<b><u>SUMMARY OF EXPENDITURES</u></b>	<b><u>ACTUAL 2019</u></b>	<b><u>BUDGET 2020</u></b>	<b><u>REVISED 2020</u></b>	<b><u>BUDGET 2021</u></b>	<b><u>% CHANGE FROM PY</u></b>	<b><u>\$ CHANGE FROM PY</u></b>
PERSONNEL SERVICE	\$ 202,123	\$ 188,887	\$ 169,117	\$ 234,605	39%	\$ 65,488
SUPPLIES	11,658	19,206	18,966	17,020	-10%	(1,946)
CHARGES FOR SERVICES	24,368	47,631	35,351	41,451	17%	6,100
FIXED CHARGES	-	-	1,407	1,449	0%	42
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 238,149</u></b>	<b><u>\$ 255,724</u></b>	<b><u>\$ 224,841</u></b>	<b><u>\$ 294,525</u></b>	<b><u>31%</u></b>	<b><u>\$ 69,684</u></b>

# Buildings & Grounds Department

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## **DESCRIPTION**

Maintain town buildings, restrooms, parks, River Park, Broadway streetscape, Visitor Center, roundabout landscaping, and recycle drop off center. Responsibilities include repair, mowing, cleaning of facilities, and pavilion check in and out. Department clears snow from recreation paths, sidewalks, and town facilities in the winter. Department is responsible for daily safety checks of all town properties, especially playgrounds as safety is a priority.

## **2020 ACCOMPLISHMENTS**

- Started maintaining River Park and added bathroom to the regular maintenance schedule.
- Continued pathway maintenance program.
- Project THOR
- Oiled and re-mulched Pavilion Park playgrounds.
- Completed LED lighting for Town Hall and Public Works.
- Constructed Public Works screening.
- Town Hall Water Conservation Model
- Increase recycle bins at key locations around Town.
- Recycle drop-off center is a model in the valley.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Hire six seasonal employees (historically 3-4) for increased maintenance of roundabouts.
- Continue pathway maintenance program and Broadway streetscape.
- Replace pea gravel with pour-in-place around Town Park boulders.
- Town Hall Roof Top Unit
- Town Hall Exterior Parking Lot (seal coating, striping, handicap ramp on Broadway, signage)
- Public Works solar installation.
- Finish LED lighting, occupancy sensors, etc.
- Town Hall Exterior Wall
- Studio floor
- Building Assessments
- Increase recycle bins at key locations around Town.

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 337,541	\$ 406,424	\$ 406,254	\$ 455,288	12%	\$ 49,034
SUPPLIES	82,640	100,703	102,767	112,849	10%	10,082
CHARGES FOR SERVICES	232,395	231,393	228,123	310,648	36%	82,525
FIXED CHARGES	24,304	20,031	43,360	44,352	2%	992
CAPITAL OUTLAY	-	5,130	5,130	17,565	242%	12,435
TOTAL EXPENDITURES	\$ 676,880	\$ 763,681	\$ 785,634	\$ 940,702	20%	155,068

# Public Safety

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## **DESCRIPTION**

The Town of Eagle Police Department is a community-oriented organization, providing for public safety services 24-hours a day, 365 days a year. With a focus on innovative techniques and quality police services for our citizens and guests, we are committed to providing professional standards of care, achieved through a shared vision of mutual responsibility for safety, service and problem resolution. As public trust is at the foundation to our profession, we are committed to equitable, ethical, honest and impartial execution of duties based on our Mission and Strategic Plan.

## **2020 ACCOMPLISHMENTS**

- Continued to further standards of equitable care in Eagle and joined our community seeking the same for African Americans pleading for uniform principles of procedurally just policing in their respective communities.
- Completed initial phase to have EPD evaluated for professional accreditation with CACP.
- Maintained safe, effective and efficient services during the heightened COVID19 pandemic.
- Adapted to temporary operational procedures and internet-based training to maintain standards during COVID.
- Recruited a police records and information technician who assists with front-office customer service coverage.
- Sponsored an academy recruit who successfully completed the field training process in September.
- EPD received \$8,200 in training scholarships for the 2019/2020 fiscal cycle.
- Lifesaving Award to Officer D. Scriver (September, 2020).
- Continued Partnerships with community stakeholders and professional entities.
- Furthered education, enhancement of partnerships, community development and collaboration through special patrol activities, school-based patrol approaches, Department initiatives and youth engagement.
- Updated our citizen review committee with operational reports.
- Maintained consistency with Colorado P.O.S.T. standards.
- Implemented new software and maintenance design to maintain pace with technology and networking.
- Members worked diligently to cover increased calls for service and patrol activities this summer.
- During a critical incident, EPD received an exceptional amount of staff and services at no cost from partners.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT:**

- Align Department with new and upcoming mandated standards with sufficient time to test, train and implement standards/process prior to standing execution dates.
- As demands continue to increase, fulfill staffing requests to enhance team and community safety with a focus on a detective, school resource officer and administrative assistant.
- Focus on retention of police professionals by aligning wages consistent with years of service, duties and assignments comparable to other neighboring law enforcement entities and provide for competitive market adjustments.
- Focus on strategies to provide for enhanced levels of proficiency, safety and service.
- Continue to assess policy and delivery of services within the confines of current staffing levels; procure staff and equipment necessary to enhance officer safety and community objectives; maintain crucial

# Public Safety (continued)

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service requirements and to further progress with department goals; ensure best-practice standards are consistently achieved and aligned with our new strategic plan, Department & Community priorities and professional mandates.

- Continue to invest in training, grants, technology and development of in-house instructors.
- Assess school district alternatives for the procurement of funding for a full-time SRO program.

## **HIGHLIGHTS**

- Proposed 2021 Capital Improvements align with replacement schedules and will maintain long-term objectives.
- Limited grant and training grant funding in 2021 will have an impact on public safety. Deficiencies will need to be covered via operating costs.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>REVISED 2020</b>	<b>BUDGET 2021</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICE	\$ 1,201,795	\$ 1,582,266	\$ 1,581,191	\$ 1,672,983	6%	\$ 91,792
SUPPLIES	74,255	71,827	74,801	77,424	4%	2,623
CHARGES FOR SERVICES	337,982	376,299	376,767	391,680	4%	14,913
FIXED CHARGES	28,454	31,138	35,689	32,580	-9%	(3,109)
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,642,487</b>	<b>\$ 2,061,530</b>	<b>\$ 2,068,448</b>	<b>\$ 2,174,667</b>	<b>5%</b>	<b>\$ 106,219</b>

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# Municipal Court

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## **DEPARTMENT/FUND DESCRIPTION**

The Eagle Municipal Court is responsible for resolving traffic and animal control violations, criminal misdemeanors, Town Ordinance violations and in some cases, juvenile delinquency. We are committed to community and victim safety, offender accountability and fair resolution to the cases heard by the Court. We strive to provide an efficient, knowledgeable, fair and respectful criminal justice experience to our community.

The court oversees and manages warrants, court payment transactions, scheduling of hearings and general administration.

## **2020 ACCOMPLISHMENTS**

- Hired and trained new Court Clerk.
- Transitioned court to the first and third Wednesdays beginning in March 2020.
- Transitioned court process and security in compliance with public health orders starting in June 2020.
- Transitioned court software from Full Court to Caselle to be compatible with Town Finance Department.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Prioritize communication between prosecutor, judge and court staff to ensure operations are meeting expectations.
- Continue to seek additional alternative sentencing and restorative justice options in lieu of fines.
- Continue the process to move toward a paperless municipal court system.

## **HIGHLIGHTS**

The ability to meet budget revenues projections is related to the public health orders and the staffing level of our police department. Going forward court staff believes we will meet our revenues projections based on our fee structure and EPD staffing stability.



<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
	2019	2020	2020	2021	FROM PY	FROM PY
PERSONNEL SERVICE	\$ 35,923	\$ 38,248	\$ 40,638	\$ 42,171	4%	\$ 1,533
SUPPLIES	672	1,250	1,050	1,200	14%	150
CHARGES FOR SERVICES	27,416	44,612	41,106	40,063	-3%	(1,043)
FIXED CHARGES	-	-	148	152	3%	4
TOTAL EXPENDITURES	<b>\$ 64,011</b>	<b>\$ 84,110</b>	<b>\$ 82,942</b>	<b>\$ 83,586</b>	<b>1%</b>	<b>\$ 644</b>

# Information Center Department

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## **DESCRIPTION**

The Information Center (and adjacent historical museum closed in summer 2020) serves to draw traffic from I-70 into Eagle to increase the awareness of Eagle amenities and increase sales of goods and services for all of Eagle. The Information Center also provides critical travel and road conditions information to travelers, and general knowledge to hikers, bikers and campers. The Information Center, museum and Chambers Park sites are included in the design of the Riverfront Park.

## **2020 ACCOMPLISHMENTS**

- We moved away from serving as a retail store and focused instead on being a welcome and information center.
- We adapted how we operated in this pandemic and continued to serve our traveling guest with a sense of welcome and valuable information.
- Staff made many referrals to local businesses.
- As expected, visitor numbers decreased, but the Visitor Center continues to provide a much-needed service to the traveling public and promotes Eagle and our local businesses.
- Offered assistance to many of the traveling public during the very trying time Covid-19.
- Informed our guests of what our Town has to offer them and made referrals to local businesses.
- Re-established the welcome and informational mission of the Info Center with our staff.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Continue to offer a pleasant place for the traveling public to stop and get information, appropriate maps and brochures and provide orientation to Town of Eagle.
- Continue to look for ways to increase visitor referrals to local businesses and amenities.
- Depending how the pandemic plays out in the coming year, we hope to develop the Info Center into a more comprehensive welcome and information center with displays honoring our historical legacy, offer information on our natural surroundings and working to increase referrals to Eagle businesses. We will strive serving as an example our genuine hospitality that is a direct reflection of the Eagle community culture.
- Update all info systems to online access for our staff and guests.
- Leverage social media and the Marketing & Events initiatives occurring in town.

SUMMARY OF EXPENDITURES		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES		\$ 73,023	\$ 35,599	\$ 27,758	\$ 35,633	28%	\$ 7,875
SUPPLIES		64,124	2,350	2,481	9,350	277%	6,869
CHARGES FOR SERVICES		7,808	5,790	6,600	5,742	-13%	(858)
FIXED CHARGES		-	-	67	69	3%	2
TOTAL EXPENDITURES		\$ 144,954	\$ 43,739	\$ 36,906	\$ 50,794	38%	\$ 13,888

# Marketing & Events Department

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## **DESCRIPTION**

The Marketing and Events department recruits, secures and coordinates and permits single and multi-day events, manages and updates the tourism website and creates and executes the town's marketing and public relations plan via print, broadcast, digital and social media and collateral. The Marketing and Events Manager works closely with the Town's lodging establishments, businesses and Chamber of Commerce to promote events and tourism. All of this work has shifted quite a bit because of Covid19 to evaluating, redesigning and in some cases cancelling events produced by the Town of Eagle and other 3<sup>rd</sup> party producers. Much time has been spent these last 6 months has been serving as a consultant to our event partners to look at the feasibility of their event happening in a Covid-19 environment. We worked with them and the Eagle County Health Department to reimagine and redesign their events to adhere to the current health guidelines and protocols in an effort to keep events going and assure our community participants and staff was safe. The Events Manager also manages the Eagle Info Center. With the onslaught of Covid-19, the Events Manager has also created and managed the "Be Our Guest" program and the "Outdoor Educational Zone" at Chambers Park.

The department is funded through a 3% lodging tax, event sponsorships, marketing and event fees, and is supplemented with other general fund revenues. Staff continually works to secure sponsorships to produce Town events.

The Marketing and Events Manager works with an advisory board, the Marketing & Events Advisory Committee (MEAC), consisting of local business leaders and residents selected by the Town Council. The primary role of MEAC is to recruit and review proposals from event producers, evaluate economic impact and potential according to a matrix following established town goals and allocate the event funding for Town Council's approval. In addition, MEAC assists with communications, reviews the budget and provides insights and input into marketing and events. Monthly MEAC meetings held at Town Hall or on ZOOM and are open to the public.

## **2020 ACCOMPLISHMENTS**

### **Events**

- Evaluated and canceled Town of Eagle events that were not producible under the Covid-19 challenge in a timely manner.
- Worked with the Finance Department to move event dollars not used for TOV and 3<sup>rd</sup> party events into programs that made a positive impact to local businesses, producers and out community new initiatives and smaller events.
- Worked with Eagle County Health to establish health protocols and guidelines for events and a process to review. Then work with producers to go through the process.
- Worked local businesses and event producers to build a more active events schedule and program offering starting in July and building through summer and into the Fall.
- Worked with producers to move on in Covid-19 by reimagining and redesigning their events to be able to execute these events.
- Worked with Eagle Police and Eagle Public Works to greater involve them in the preplanning of special events in Eagle and have input in the solutions of working in the Covid-19 world.

# Marketing & Events Department

## (continued)

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- Created the Outdoor Learning Zone at Chambers Park as a way to help local fitness, educational and religious organizations offset the loss of indoor space and carry on their classes, meetings or social gatherings.

### **Marketing/PR**

- Created the “Eagle at Work” and “Eagle at Play” social media campaign.
- Participated in the Town of Eagle Communications Team.
- Drove awareness of our reworked events schedules and program offerings.
- Created the “Be Our Guest” permitting program to help local restaurants and businesses to offset the loss of indoor capacity by expanding to adjacent outdoor public areas.

### **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- To continue to adapt and move quickly to meet the needs and interests of our business and resident community during the Covid-19 health challenge while always keeping in mind the health and safety of a community and staff – and the protection of our environment.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>REVISED 2020</b>	<b>BUDGET 2021</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICES	\$ 74,670	\$ 111,765	\$ 115,353	\$ 144,522	25%	\$ 29,169
SUPPLIES	5,968	16,600	11,950	16,600	39%	4,650
CHARGES FOR SERVICES	211,583	217,588	82,238	218,044	165%	135,806
FIXED CHARGES	-	-	1,114	1,148	0%	34
<b>TOTAL EXPENDITURES</b>	<b>\$ 292,221</b>	<b>\$ 345,953</b>	<b>\$ 210,655</b>	<b>\$ 380,314</b>	<b>81%</b>	<b>\$ 169,659</b>

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# Water Fund

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## **DESCRIPTION**

Responsible for providing safe, high-quality domestic potable water service to all water customers within the town distribution system. Responsibilities include maintaining water treatment plants, distribution system, water meters, managing residential distribution and forming a long-range capital plan. The Town funds the system through monthly service fees and plant investment fees. The Town is finalizing the construction of a second water treatment plant, the Lower Basin Water Treatment Plant (LBWTP) to provide redundant water service to current and future customers.

## **2020 ACCOMPLISHMENTS**

- Constructed Lower Basin Water Treatment Plant.
- Continued Leak Detection program.
- Constructed back-up generators for both existing pre-treatment and water plant.
- Cemetery Tank project 90 percent design and ready for construction.
- Constructed Downtown Distribution: Capitol Street: 5<sup>th</sup> Street to 6<sup>th</sup> Street.
- Upgraded SCADA system.
- Maintained and operated water system efficiently per state regulations.
- Completed Water Efficiency Plan with Brendle Group and Source Water Protection Plan with Colorado Rural Water Association.
- Started conservation and efficiency program.
- Continued work on distribution system analysis.
- Constructed Eby Creek Mesa Access Road.
- Filled water plant operator vacancy.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Lower Basin Water Treatment Plant start-up.
- Construct Cemetery Tank project.
- Construct Downtown Distribution: Capitol Street: 2<sup>nd</sup> Street to 5<sup>th</sup> Street.
- Design Downtown Distribution: Howard Street: 2<sup>nd</sup> Street to 6<sup>th</sup> Street.
- Design Fairgrounds Water Main Loop.
- Construct Water Fill Station.
- Continue leak detection program.
- Install electric valves for 3-filter trains.
- Purchase generator on trailer and construct electrical work at pump houses.
- Construct fencing for Water Properties.
- Perform monthly audits comparing production water against billed water to ensure correct billing and improve efficiency of system.
- Implement GIS



## WATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
<b>DEBT SERVICE <sup>1</sup></b>	\$ 480,600	\$ 480,600	\$ 816,346	\$ 729,729	-11%	\$ (86,618)
<b>ASSIGNED FUND BALANCE</b>	<u>31,878,403</u>	<u>22,827,775</u>	<u>23,543,751</u>	<u>12,515,404</u>	-47%	<u>\$(11,028,347)</u>
<b>TOTAL FUND BALANCES (Beginning)</b>	<u><u>\$ 32,359,003</u></u>	<u><u>\$ 23,308,375</u></u>	<u><u>\$ 24,360,097</u></u>	<u><u>\$ 13,245,133</u></u>	-46%	<u><u>\$(11,114,964)</u></u>
<b>REVENUE</b>						
Operating Revenues	\$ 3,947,087	\$ 4,078,799	\$ 4,474,900	\$ 4,169,900	-7%	\$ (305,000)
Interest on Investments	285,614	120,900	75,520	12,120	-84%	(63,400)
Other Revenue	90,350	38,000	85,000	109,000	28%	24,000
Plant Investment Fees (Tap Fees)	581,014	275,000	616,000	886,000	44%	270,000
Water Miscellaneous Revenue	72	-	-	-	0%	-
Water Rights, Cash in Lieu	-	950,000	953,750	-	-100%	(953,750)
Transfers-In	-	-	-	-	0%	-
<b>TOTAL REVENUE</b>	<u><u>\$ 4,904,137</u></u>	<u><u>\$ 5,462,699</u></u>	<u><u>\$ 6,205,170</u></u>	<u><u>\$ 5,177,020</u></u>	-17%	<u><u>\$ (1,028,150)</u></u>
<b>TOTAL SOURCES</b>	<u><u>\$ 37,263,140</u></u>	<u><u>\$ 28,771,074</u></u>	<u><u>\$ 30,565,267</u></u>	<u><u>\$ 18,422,153</u></u>	-40%	<u><u>\$(12,143,114)</u></u>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ 1,342,812	\$ 1,690,890	\$ 1,645,345	\$ 2,045,661	24%	\$ 400,316
Capital Expenditures	10,309,724	17,959,724	14,401,220	5,102,533	-65%	(9,298,687)
Debt Service	1,250,507	1,273,569	1,273,569	1,266,277	-1%	(7,292)
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 12,903,043</u></u>	<u><u>\$ 20,924,183</u></u>	<u><u>\$ 17,320,134</u></u>	<u><u>\$ 8,414,471</u></u>	-51%	<u><u>\$ (8,905,663)</u></u>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
<b>DEBT SERVICE <sup>1</sup></b>	\$ 816,346	\$ 480,600	\$ 729,729	\$ 827,985	13%	\$ 98,256
<b>ASSIGNED FUND BALANCE</b>	<u>23,543,751</u>	<u>7,366,291</u>	<u>12,515,404</u>	<u>9,179,697</u>	-27%	<u>\$ (3,335,707)</u>
<b>TOTAL FUND BALANCE (Ending)</b>	<u><u>\$ 24,360,097</u></u>	<u><u>\$ 7,846,891</u></u>	<u><u>\$ 13,245,133</u></u>	<u><u>\$ 10,007,682</u></u>	-24%	<u><u>\$ (3,237,451)</u></u>

<sup>1</sup> Per the 2018 loan agreement the Town shall maintain an operations and maintenance reserve in an amount equal to three months operations and maintenance expenses (not to exceed \$1,250,000)

FUND: WATER

DETAIL OF REVENUES

		ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
		2019	2020	2020	2021	FROM PY	FROM PY
52-434-70	Debt Service Surcharge	\$ 461,042	\$ 471,600	\$ 461,900	\$ 461,900	0%	\$ -
52-434-80	Water Sales - In Town	3,035,294	3,136,102	3,500,000	3,230,000	-8%	(270,000)
52-434-83	Water Sales - Out Of Town	450,751	471,097	513,000	478,000	-7%	(35,000)
52-434-85	Water Materials/Other	55,574	30,000	75,000	97,000	29%	22,000
52-434-90	Plant Investment Fees (Tap Fees)	581,014	275,000	616,000	886,000	44%	270,000
52-434-95	Cash-In-Lieu Of Water Rights	-	950,000	953,750	-	-100%	(953,750)
52-436-50	Water Interest	283,990	120,000	75,000	12,000	-84%	(63,000)
52-436-60	Water Rights Interest	1,624	900	520	120	-77%	(400)
52-436-65	Nwcog Grant	15,740	-	-	-	0%	-
52-436-75	Service Charge	19,036	8,000	10,000	12,000	20%	2,000
52-436-95	Water Miscellaneous Revenue	72	-	-	-	0%	-
	Transfers-In	-	-	-	-	0%	-
TOTAL REVENUE		\$ 4,904,137	\$ 5,462,699	\$ 6,205,170	\$ 5,177,020	-17%	\$ (1,028,150)

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 633,511	\$ 772,146	\$ 741,004	\$ 907,776	23%	\$ 166,772
SUPPLIES	187,872	267,571	272,615	271,516	0%	(1,099)
CHARGES FOR SERVICES	490,675	564,119	521,208	754,036	45%	232,828
FIXED CHARGES	30,754	37,054	60,518	62,333	3%	1,815
CAPITAL EXPENDITURES	10,309,724	17,959,724	14,401,220	5,102,533	-65%	(9,298,687)
DEBT SERVICE	1,250,507	1,273,569	1,273,569	1,266,277	-1%	(7,292)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	-	0%	-
TOTAL EXPENDITURES	\$ 12,903,043	\$ 20,924,183	\$ 17,320,134	\$ 8,414,471	-51%	\$ (8,905,663)

# Waste Water Fund

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## **DESCRIPTION**

Responsible for treatment of wastewater for the residents in the Town of Eagle and surrounding subdivisions, including maintaining the sewer plant on Violet Lane, installing sewer taps, collection system maintenance, formulating long range capital improvements plan for the system and compliance with State and Federal clean water and operational standards. The wastewater plant has sufficient capacity for all foreseeable growth in the Town.

## **2020 ACCOMPLISHMENTS**

- Constructed Capital Street Sanitary Sewer Main: 5<sup>th</sup> Street to 6<sup>th</sup> Street.
- Continued camera and flushing collection system program.
- Constructed Waste Water Treatment Plant – Biological Nutrient Removal – Piping & Plumbing.
- Constructed Waste Water Treatment Plant – Plug Flow (improve baffle)
- Constructed Waste Water Treatment Plant - Re-air pump for recycle tank.
- Waste Water Treatment Plant – Replumbing for internal buildings.
- Upgraded SCADA system.
- Improved electrical savings due to operational changes.
- Chemical savings due to operational changes.
- Maintenance at the plant has improved.
- Finalized Tap Fee and Rate Study.
- Finalized Nutrient Study Phase 1.
- Finalized sanitary sewer pipe across Brush Creek at Violet Lane.
- Mixing zone study.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Construct Capitol Street sanitary sewer main from 5<sup>th</sup> Street to 6<sup>th</sup> Street.
- Repair Truss pipe in wastewater system
- Waste Water Treatment Plant – Nutrient Study Phase 2.
- Design Howard Street: 4<sup>th</sup> Street and 5<sup>th</sup> Street.
- Design existing wastewater main under Eagle River.
- Continue camera and flushing collection system program.
- Mixing zone study.
- Sanitary sewer collection system updates.
- Implement GIS

## WASTE WATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
<b>RATE STABILIZATION ACCOUNT <sup>1</sup></b>	\$ 220,500	\$ 301,818	\$ 256,733	\$ 362,777	41%	\$ 106,044
<b>ASSIGNED FUND BALANCE</b>	\$ 4,981,945	\$ 5,477,519	\$ 6,105,538	\$ 6,504,934	7%	\$ 399,396
<b>TOTAL FUND BALANCES (Beginning)</b>	<u>\$ 5,202,445</u>	<u>\$ 5,779,337</u>	<u>\$ 6,362,271</u>	<u>\$ 6,867,710</u>	8%	<u>\$ 505,439</u>
<b>REVENUE</b>						
Operating Revenues	\$ 2,887,099	\$ 2,593,080	\$ 2,716,060	\$ 2,851,000	5%	\$ 134,940
Interest on Investments	61,061	20,000	40,755	12,000	-71%	(28,755)
Plant Investment Fees (Tap Fees)	601,750	300,000	550,000	828,000	51%	278,000
Loan Proceeds	-	-	-	-	0%	-
Transfers-In	-	-	-	-	0%	-
<b>TOTAL REVENUE</b>	<u>\$ 3,549,909</u>	<u>\$ 2,913,080</u>	<u>\$ 3,306,815</u>	<u>\$ 3,691,000</u>	12%	<u>\$ 384,185</u>
<b>TOTAL SOURCES</b>	<u>\$ 8,752,354</u>	<u>\$ 8,692,417</u>	<u>\$ 9,669,086</u>	<u>\$10,558,710</u>	9%	<u>\$ 889,624</u>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ 1,034,416	\$ 1,375,478	\$ 1,451,106	\$ 1,479,794	2%	\$ 28,688
Capital Expenditures	418,861	665,000	410,000	235,000	-43%	(175,000)
Debt Service	936,806	940,270	940,270	939,034	0%	(1,236)
Transfers-Out	-	-	-	-	0%	-
<b>TOTAL EXPENDITURES</b>	<u>\$ 2,390,083</u>	<u>\$ 2,980,748</u>	<u>\$ 2,801,376</u>	<u>\$ 2,653,828</u>	-5%	<u>\$ (147,548)</u>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
<b>RATE STABILIZATION ACCOUNT <sup>1</sup></b>	\$ 256,733	\$ 343,870	\$ 362,777	\$ 369,949	2%	\$ 7,172
<b>ASSIGNED FUND BALANCE</b>	6,105,538	5,367,800	6,504,934	7,534,934	16%	\$ 1,030,000
<b>FUND BALANCE (Ending)</b>	<u>\$ 6,362,271</u>	<u>\$ 5,711,669</u>	<u>\$ 6,867,710</u>	<u>\$ 7,904,882</u>	15%	<u>\$ 1,037,172</u>

<sup>1</sup> Per the 2007 loan the Town shall maintain an operations and maintenance reserve in an amount equal to three months of operation and maintenance expenses excluding depreciation of the system

FUND: WASTEWATER

DETAIL OF REVENUES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
51-434-70 Service Fees	\$ 2,572,655	\$ 2,593,080	\$ 2,716,000	\$ 2,851,000	5%	\$ 135,000
51-436-50 Interest Income	61,061	20,000	40,755	12,000	-71%	(28,755)
51-434-90 Plant Investment Fees (Tap Fees)	601,750	300,000	550,000	828,000	51%	278,000
51-436-69 Miscellaneous	-	-	60	-	100%	(60)
51-436-78 Insurance Proceeds	314,444	-	-	-	200%	-
Transfers-In	-	-	-	-	0%	-
TOTAL REVENUE	\$ 3,549,909	\$ 2,913,080	\$ 3,306,815	\$ 3,691,000	12%	\$ 384,185

**SUMMARY OF EXPENDITURES**

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 502,499	\$ 542,014	\$ 537,160	\$ 637,006	19%	\$ 99,846
SUPPLIES	103,671	153,053	136,960	138,318	1%	1,358
CHARGES FOR SERVICES	378,667	600,869	692,144	620,110	-10%	(72,034)
FIXED CHARGES	49,578	29,542	34,842	34,360	-1%	(482)
CAPITAL OUTLAY	418,861	665,000	410,000	235,000	-43%	(175,000)
DEBT SERVICE	936,806	940,270	940,270	939,034	0%	(1,236)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	-	0%	-
TOTAL EXPENDITURES	<b>\$ 2,390,083</b>	<b>\$ 2,980,748</b>	<b>\$ 2,801,376</b>	<b>\$ 2,653,828</b>	<b>-5%</b>	<b>\$ (147,548)</b>

# Refuse Fund

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## **DESCRIPTION**

The Town contracts out to a private hauler for pickup and disposal of curbside residential solid waste and recycling. The Town also provides yard waste drop-off on Violet Lane.

## **2020 ACCOMPLISHMENTS**

- Continue to provide trash and recycle service in an economic manner.
- Operated yard waste facility within budget.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Increase recycling rates.
- Expand food waste drop-off stream at yard waste facility.
- Continue grinding at yard waste and hauling leaves and grass.
- Restart Town of Eagle Clean-Up through Marketing & Events
- Work internally to expand customer base.
- Increase education for single-use, recycling, etc.
- Update website.



REFUSE FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
ASSIGNED FUND BALANCE	\$ 224,990	\$ 224,990	\$ 255,570	\$ 233,307	-9%	\$ (22,263)
TOTAL FUND BALANCES (Beginning)	<u>\$ 224,990</u>	<u>\$ 224,990</u>	<u>\$ 255,570</u>	<u>\$ 233,307</u>	<u>-9%</u>	<u>\$ (22,263)</u>
REVENUE						
Operating Revenues	\$ 629,399	\$ 643,468	\$ 619,103	\$ 667,300	8%	\$ 48,197
Non-Operating Revenues	5,764	3,000	1,725	450	-74%	(1,275)
Transfers-In	-	-	-	-	-	-
TOTAL REVENUE	<u>\$ 635,163</u>	<u>\$ 646,468</u>	<u>\$ 620,828</u>	<u>\$ 667,750</u>	<u>8%</u>	<u>\$ 46,922</u>
TOTAL SOURCES	<u>\$ 860,153</u>	<u>\$ 871,458</u>	<u>\$ 876,398</u>	<u>\$ 901,057</u>	<u>3%</u>	<u>\$ 24,659</u>
EXPENDITURES						
Operating Expenditures	\$ 588,463	\$ 622,133	\$ 623,091	\$ 640,899	3%	\$ 17,808
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	16,120	16,281	20,000	20,000	0%	-
TOTAL EXPENDITURES	<u>\$ 604,583</u>	<u>\$ 638,414</u>	<u>\$ 643,091</u>	<u>\$ 660,899</u>	<u>3%</u>	<u>\$ 17,808</u>
FUND BALANCES (Ending):						
ASSIGNED FUND BALANCE	\$ 255,570	\$ 233,044	\$ 233,307	\$ 240,158	3%	6,851
TOTAL FUND BALANCE (Ending)	<u>\$ 255,570</u>	<u>\$ 233,044</u>	<u>\$ 233,307</u>	<u>\$ 240,158</u>	<u>3%</u>	<u>\$ 6,851</u>

DETAIL OF REVENUES

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
OPERATING REVENUES							
53-434-40	SERVICE FEES	\$ 568,893	\$ 583,478	\$ 583,478	\$ 601,000	3%	\$ 17,522
53-434-50	YARDWASTE/RECYCLE CENTER FEE	40,385	39,481	10,125	40,800	303%	30,675
53-434-60	ADMINISTRATIVE FEE	20,121	20,509	25,500	25,500	0%	-
OPERATING REVENUES		\$ 629,399	\$ 643,468	\$ 619,103	\$ 667,300	8%	\$ 48,197
NON-OPERATING REVENUES							
53-436-50	INTEREST INCOME	\$ 5,764	\$ 3,000	\$ 1,725	\$ 450	-74%	\$ (1,275)
53-436-70	MISCELLANEOUS REVENUE	-	-	-	-	-	-
NON-OPERATING REVENUES		\$ 5,764	\$ 3,000	\$ 1,725	\$ 450	-74%	\$ (1,275)
TOTAL REVENUES		\$ 635,163	\$ 646,468	\$ 620,828	\$ 667,750	8%	\$ 46,922

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 8,225	\$ 9,751	\$ 9,751	\$ 10,026	3%	\$ 275
SUPPLIES	52	3,500	3,500	3,500	0%	-
CHARGES FOR SERVICES	580,186	608,882	608,882	626,386	3%	17,504
FIXED CHARGES	-	-	958	987	3%	29
CAPITAL EXPENDITURES	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS	16,120	16,281	20,000	20,000	0%	-
TOTAL EXPENDITURES	\$ 604,583	\$ 638,414	\$ 643,091	\$ 660,899	3%	\$ 17,808

# Stormwater Fund

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## **DESCRIPTION**

Responsible for conveying, treating, and detaining stormwater from impervious areas to local creeks and rivers within the Town. Responsibilities include maintaining detention ponds, water quality structures, storm drain inlets, culverts, etc. The Town created the Stormwater Enterprise Fund and long-range capital plan in 2020.

## **2020 ACCOMPLISHMENTS**

- Created Stormwater Enterprise Fund.
- Created 10-year Capital Improvement Project List.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Establishing Stormwater Enterprise Fee Schedule.
- Create Stormwater Master Plan.
- 10-year Capital Improvement Plan Cost-estimates.

STORMWATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
ASSIGNED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	-	\$ -
TOTAL FUND BALANCES (Beginning)	\$ -	\$ -	\$ -	\$ -	-	\$ -
REVENUE						
Operating Revenues	\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000
Non-Operating Revenues	-	-	-	-	-	-
Transfers-In	-	-	-	-	-	-
TOTAL REVENUE	\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000
TOTAL SOURCES	\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000
EXPENDITURES						
Operating Expenditures	\$ -	\$ 83,000	\$ -	\$ 106,000	-	\$ 106,000
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 83,000	\$ -	\$ 106,000	-	\$ 106,000
FUND BALANCES (Ending):						
ASSIGNED FUND BALANCE	\$ -	\$ 20,000	\$ -	\$ -	-	-
TOTAL FUND BALANCE (Ending)	\$ -	\$ 20,000	\$ -	\$ -	-	\$ -

DETAIL OF REVENUES

OPERATING REVENUES

55-434-40	Service Fees
OPERATING REVENUES	

ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000
\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000
NON-OPERATING REVENUES					
55-436-10	Interest Income				
55-436-70	Miscellaneous Revenues				
	NON-OPERATING REVENUES				
\$ -	\$ -	\$ -	\$ -	-	\$ -
\$ -	\$ -	\$ -	\$ -	-	\$ -
TRANSFERS					
55-437-10	Transfer From General Fund				
\$ -	\$ -	\$ -	\$ -	-	\$ -
\$ -	\$ -	\$ -	\$ -	-	\$ -
TOTAL REVENUES					
\$ -	\$ 103,000	\$ -	\$ 106,000	-	\$ 106,000

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
SUPPLIES	\$ -	\$ -	\$ -	\$ -	-	\$ -
CHARGES FOR SERVICES	-	83,000	-	106,000	-	106,000
CAPITAL EXPENDITURES	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 83,000	\$ -	\$ 106,000	-	\$ 106,000

# Capital Improvements Fund

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## **DESCRIPTION**

This fund provides for land acquisition, construction of major capital improvement projects, and the acquisition of vehicles and equipment. The fund has two dedicated sources of funding: use tax and off-site road impact fees. This fund's revenue streams are limited. Consequently, to grow this fund more rapidly, we have been transferring dollars into this fund from the General Fund which has more robust revenue streams. This fund would be used as a source for improvements to Grand Avenue. There is no stated minimum ending fund balance by statute, code, or policy of the Town. In the next five years the Town's capital improvements plan projects spending of approximately \$25 million from the Capital Improvement Fund.

## **2020 ACCOMPLISHMENTS**

- Purchased two patrol vehicles, a loader, a mower, a public works pickup truck, and a community development pick up truck.
- Executed \$550,000 in pavement improvements in the Brush Creek Terrace, along Golden Eagle, Snow Owl, Brush Creek Ct., Ryshot, Condor Drive, Pintail, Ringneck, Canvas Back, Church Street, and Second Street to Grand Avenue.
- Completed technology upgrades to the Council Chambers.
- Started planning for the Grand Avenue Corridor Plan.
- Continued work on THOR Town construction.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- North gateway entrance beautification project that includes landscaping and the construction of an art mural wall.
- Grand Avenue Corridor Plan design and engineering project.
- Investments in completing sidewalks to improve pedestrian and bike traffic.
- Continued progress on the municipal broadband buildout.
- Investing in solar panels at the public works facility.
- Right of Way improvements will be completed on Capitol Street.
- Pedestrian traffic control improvements will be implemented on Sylvan Lake Road and Capitol Street.

## **HIGHLIGHTS**

In 2021 the Studio at the Brush Creek Pavilion will receive upgrades to the floor and Town Hall will see repairs to the exterior stucco walls and A/C unit replacements. Public works will be replacing and plow truck, three buildings & grounds work trucks, and a lawn mower. The Police Department will also see upgrades to body camera equipment and two new patrol vehicles.



## CAPITAL IMPROVEMENTS FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
<b>COMMUNITY ENHANCEMENT</b>	\$ 169,863	\$ 216,363	\$ 219,931	\$ 268,031	22%	\$ 48,100
<b>TRANSPORTATION EXPENDITURES</b>	1,710,263	1,742,263	1,750,652	1,666,511	-5%	(84,141)
<b>ASSIGNED FOR:</b>						
<b>GRAND AVENUE</b>	200,000	550,000	550,000	2,780,000	405%	2,230,000
<b>OTHER CAPITAL PROJECTS</b>	2,633,461	2,356,387	2,504,383	2,139,980	-15%	(364,403)
<b>TOTAL FUND BALANCES (Beginning)</b>	<u>\$ 4,713,587</u>	<u>\$ 4,865,013</u>	<u>\$ 5,024,966</u>	<u>\$6,854,522</u>	36%	\$ 1,829,556
<b>REVENUE</b>						
31-430-45 Capital Improvement Interest	\$ 66,629	\$ 60,000	\$ 23,000	\$ 6,000	-74%	\$ (17,000)
31-430-46 Community Enhancement Interest	4,011	2,000	1,100	250	-77%	(850)
31-430-47 Devolution & Transportation Interest	40,389	32,000	11,500	3,000	-74%	(8,500)
31-430-50 Community Enhancement <sup>1</sup>	46,056	44,500	47,000	48,000	2%	1,000
31-430-74 Developer Contribution to Grand Ave.	-	-	-	360,000	0%	360,000
31-430-77 Eagle County Contributions	-	-	-	150,000	0%	150,000
31-430-84 Public Safety Impact Fees	7,503	668,000	34,830	35,000	0%	170
31-430-85 Street Impact Fees	63,150	1,316,465	44,454	103,000	132%	58,546
31-430-86 Use Tax	317,253	250,000	300,000	464,000	55%	164,000
31-430-87 Grants	29,000	-	-	-	-	-
31-437-10 Transfer from General Fund	350,000	730,000	2,230,000	1,890,000	-15%	(340,000)
<b>TOTAL REVENUE</b>	<u>\$ 923,991</u>	<u>\$ 3,102,965</u>	<u>\$ 2,691,884</u>	<u>\$3,059,250</u>	14%	\$ 367,366
<b>TOTAL SOURCES</b>	<u>\$ 5,637,578</u>	<u>\$ 7,967,978</u>	<u>\$ 7,716,850</u>	<u>\$9,913,772</u>	28%	\$ 2,196,922
<b>EXPENDITURES</b>						
Capital Expenditures	\$ 612,612	\$ 593,284	\$ 766,687	\$2,181,082	184%	\$ 1,414,395
Transfers to Other Funds	-	50,000	95,641	-	0%	(95,641)
<b>TOTAL EXPENDITURES</b>	<u>\$ 612,612</u>	<u>\$ 643,284</u>	<u>\$ 862,328</u>	<u>\$2,181,082</u>	153%	\$ 1,318,754
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
<b>COMMUNITY ENHANCEMENT</b>	\$ 219,931	\$ 262,863	\$ 268,031	\$ 316,281	18%	\$ 48,250
<b>TRANSPORTATION EXPENDITURES</b>	1,750,652	1,774,263	1,666,511	1,669,511	0%	3,000
<b>ASSIGNED FOR: CAPITAL PROJECTS:</b>						
<b>GRAND AVENUE</b>	550,000	1,280,000	2,780,000	4,170,000	50%	1,390,000
<b>OTHER CAPITAL PROJECTS</b>	2,504,383	4,007,568	2,139,980	1,576,898	-26%	(563,082)
<b>TOTAL FUND BALANCES (Ending):</b>	<u>\$ 5,024,966</u>	<u>\$ 7,324,694</u>	<u>\$ 6,854,522</u>	<u>\$7,732,690</u>	13%	\$ 878,168

<sup>1</sup> Per Holy Cross 2010 Franchise agreement

**DETAIL CAPITAL EXPENDITURES**

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>BLDGS, PARKS &amp; OPEN SPACE</b>							
31-51-724	Pool and Ice Capital Improvements Funding	\$ 40,000	\$ 40,000	\$ 40,000	\$ 50,000	25%	\$ 10,000
31-51-730	Town Hall Improvements	-	38,125	42,060	108,125	157%	66,065
31-51-745	Town Parks Improvements	17,732	-	-	11,000	-	11,000
31-51-750	Town Shop Improvements	-	25,000	23,000	188,492	720%	165,492
31-51-752	Public Art	-	50,000	-	25,000	-	-
	<b>TOTAL BLDGS, PARKS &amp; OPEN SPACE</b>	<b>\$ 57,732</b>	<b>\$ 153,125</b>	<b>\$ 105,060</b>	<b>\$ 382,617</b>	<b>264%</b>	<b>\$ 277,557</b>
<b>STREETS &amp; RIGHTS-OF-WAY</b>							
31-52-712	R-O-W Improvements	\$ -	\$ -	\$ -	\$ 350,000	-	\$ 350,000
31-52-724	Storm Drain Improvements	17,823	-	-	-	-	-
31-52-726	CDOT ROW at Gateway Beautification	-	-	-	100,000	-	100,000
31-52-737	Traffic Control Improvements	22,034	-	-	85,000	-	85,000
31-52-780	Grand Avenue Improvements	-	-	67,215	660,000	882%	592,785
	<b>TOTAL STREETS &amp; RIGHTS-OF-WAY</b>	<b>\$ 39,857</b>	<b>\$ -</b>	<b>\$ 67,215</b>	<b>\$1,195,000</b>	<b>1678%</b>	<b>\$ 1,127,785</b>
<b>EQUIPMENT</b>							
31-54-728	Snow Removal Equipment	\$ 208,460	\$ -	\$ -	\$ -	-	\$ -
31-54-730	Multipurpose Truck	-	35,000	58,500	380,000	550%	321,500
31-54-729	Project THOR	239,162	115,000	255,000	50,000	-80%	(205,000)
31-54-780	Mower	-	16,000	7,000	20,000	186%	13,000
31-54-795	Loader	-	130,000	130,000	-	-100%	(130,000)
31-55-715	Police Equipment	16,841	24,585	25,138	11,869	-53%	(13,269)
31-55-724	Patrol Vehicles	50,562	119,574	118,774	141,596	19%	22,822
	<b>TOTAL EQUIPMENT</b>	<b>\$ 515,024</b>	<b>\$ 440,159</b>	<b>\$ 594,412</b>	<b>\$ 603,465</b>	<b>2%</b>	<b>\$ 9,053</b>
<b>CONTINGENCY</b>							
31-51-900	<b>CONTINGENCY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>TRANSFERS</b>							
31-51-920	Transfer to General Fund	\$ -	\$ -	\$ 95,641	\$ -	-100%	(95,641)
31-51-950	Transfer to Broadband	\$ -	\$ 50,000	\$ -	\$ -	-	\$ -
	<b>TOTAL TRANSFERS</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 95,641</b>	<b>\$ -</b>	<b>-100%</b>	<b>\$ (95,641)</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 612,612</b>	<b>\$ 643,284</b>	<b>\$ 862,328</b>	<b>\$2,181,082</b>	<b>153%</b>	<b>\$ 1,318,754</b>

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# Sales Tax Capital Improvement Fund (Eagle River Park Fund)

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## **DESCRIPTION**

All expenses associated with the Eagle River Park are appropriated through this fund, which is required per the 2016 Sales Tax Bond Ordinance. Funding for other Town parks and paved path improvements may also be allocated through this fund. All proceeds from the half-cent sales tax, approved in April 2016, are receipted in this fund.

## **2020 ACCOMPLISHMENTS**

- Worked closely with the Army Corps of Engineers on compliance of the 4 features and fish bypass.
- Successfully compliant with the Eagle River Park monitoring plan and all testing required per the Town's permits.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Complete remaining phase one elements of the Eagle River Park that include:
  - Dumpster enclosure
  - Wetland plantings
  - Beach sand replacement
  - Air compressor
  - RapidBloc modelling

## **HIGHLIGHTS**

In 2021, the Town will use funding to begin a new design of the Brush Creek playground equipment. The project will include a full replacement of the equipment. The current playground is constructed of metals, wood and is 20 years old. The Town is excited to partner with the community to construct different elements of the playground. Once the design is completed, the Town will apply for GOCO funding in the fall to help offset the construction in 2022.

## SALES TAX CAPITAL IMPROVEMENT FUND (EAGLE RIVER PARK FUND) SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	% CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
<b>RESERVE</b>	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
<b>CAPITAL IMPROVEMENTS</b>	611,676	-	-	-	-	-
<b>ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE</b>	545,952	271,342	547,544	879,334	61%	331,790
<b>TOTAL FUND BALANCES (Beginning)</b>	<u>\$ 1,319,247</u>	<u>\$ 432,961</u>	<u>\$ 709,163</u>	<u>\$ 1,040,953</u>	<u>47%</u>	<u>\$ 331,790</u>
<b>REVENUE</b>						
61-431-30 Sales Tax	\$ 623,223	\$ 585,836	\$ 700,000	\$ 724,000	3%	\$ 24,000
61-433-10 Grants	350,000	11,000	-	-	-	-
61-436-10 Interest - ColoTrust STCIF	25,600	8,000	6,250	1,200	-81%	(5,050)
61-436-20 Interest - UMB Project Fund	8,410	10,000	-	-	-	-
61-436-42 Contributions & Donations	-	-	-	-	100%	-
<b>TOTAL REVENUE</b>	<u>\$ 1,007,234</u>	<u>\$ 614,836</u>	<u>\$ 706,250</u>	<u>\$ 725,200</u>	<u>3%</u>	<u>\$ 18,950</u>
<b>TOTAL SOURCES</b>	<u>\$ 2,326,481</u>	<u>\$ 1,047,797</u>	<u>\$ 1,415,413</u>	<u>\$ 1,766,153</u>	<u>25%</u>	<u>\$ 350,740</u>
<b>EXPENDITURES</b>						
<b>CHARGES FOR SERVICES</b>						
61-50-372 Meeting Expense	\$ 940	\$ -	\$ -	\$ -	-	\$ -
61-50-347 Professional Services	4,845	13,536	15,536	15,536	0%	-
61-50-351 Legal	59	1,000	15,000	15,000	0%	-
61-50-354 Engineering	-	-	8,000	-	-100%	(8,000)
<b>TOTAL CHARGES FOR SERVICES</b>	<u>\$ 5,844</u>	<u>\$ 14,536</u>	<u>\$ 38,536</u>	<u>\$ 30,536</u>	<u>-21%</u>	<u>\$ (8,000)</u>
<b>CAPITAL OUTLAY</b>						
61-50-745 Town Park Improvements	\$ -	\$ 218,000	\$ -	\$ 217,000	0%	\$ 217,000
61-50-750 Design	55,647	-	-	-	-	-
61-50-760 Construction	1,232,789	-	16,686	-	-100%	(16,686)
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 1,288,436</u>	<u>\$ 218,000</u>	<u>\$ 16,686</u>	<u>\$ 217,000</u>	<u>1200%</u>	<u>\$ 200,314</u>
<b>DEBT SERVICE</b>						
61-50-815 Debt Service	\$ 95,000	\$ 95,000	\$ 95,000	\$ 100,000	5%	\$ 5,000
61-50-816 Debt Service Interest	227,538	223,738	223,738	219,940	-2%	(3,798)
61-50-820 Agent Fees	500	500	500	500	0%	-
<b>TOTAL DEBT SERVICE</b>	<u>\$ 323,038</u>	<u>\$ 319,238</u>	<u>\$ 319,238</u>	<u>\$ 320,440</u>	<u>0%</u>	<u>\$ 1,202</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 1,617,317</u>	<u>\$ 551,774</u>	<u>\$ 374,460</u>	<u>\$ 567,976</u>	<u>52%</u>	<u>\$ 193,516</u>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
<b>RESERVE</b>	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
<b>CAPITAL IMPROVEMENTS</b>	-	-	-	-	0%	-
<b>ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE</b>	547,544	334,404	879,334	1,036,558	18%	157,224
<b>TOTAL FUND BALANCES (Ending):</b>	<u>\$ 709,163</u>	<u>\$ 496,023</u>	<u>\$ 1,040,953</u>	<u>\$ 1,198,177</u>	<u>15%</u>	<u>\$ 157,224</u>

# Conservation Trust Fund

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## **DESCRIPTION**

This fund was established to account for funds the Town of Eagle receives from the State of Colorado lottery proceeds. The Colorado Constitution directs 40% of the net proceeds of the Colorado Lottery to the Conservation Trust Fund (CTF) for distribution to municipalities and counties and other eligible entities for parks, recreation, and open space purposes. The CTF funds are received quarterly on a per capita basis.

The CTF statute governs that a municipality can only use these funds for the acquisition, development, and maintenance of “new conservation sites” or for capital improvements or maintenance for recreational purposes on any public site.

## **2020 ACCOMPLISHMENTS**

- In 2020, the Town had planned to begin work planning for a municipal campground, however the project was delayed.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- The Town will create its first Open Space and Trails Master Plan.

## **HIGHLIGHTS**

The Conservation Trust Fund is one of the smallest funds that the Town has. The Town saves up its allocation each year so that funds can be used strategically to pay for projects that qualify.

CONSERVATION TRUST FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FUND BALANCE	\$ 59,679	\$ 69,664	\$ 75,692	\$ 110,117	45%	\$ 34,425
TOTAL FUND BALANCES (Beginning)	\$ 59,679	\$ 69,664	\$ 75,692	\$ 110,117	45%	\$ 34,425
REVENUES						
71-430-10 Lottery Proceeds	\$ 39,232	\$ 33,785	\$ 33,785	\$ 32,000	-5%	\$ (1,785)
71-430-20 Interest on Investments	1,781	1,200	640	300	-53%	(340)
TOTAL REVENUES	\$ 41,013	\$ 34,985	\$ 34,425	\$ 32,300	-6%	\$ (2,125)
TOTAL SOURCES	\$ 100,692	\$ 104,649	\$ 110,117	\$ 142,417	29%	\$ (2,125)
EXPENDITURES						
71-50-347 Professional Services	\$ -	\$ 15,000	\$ -	\$ 30,000	-100%	\$ 30,000
71-50-746 Camping	-	20,000	-	-	100%	-
71-50-750 Park Improvements	25,000	-	-	-	-	-
TOTAL EXPENDITURES	\$ 25,000	\$ 35,000	\$ -	\$ 30,000	-	\$ 30,000
FUND BALANCES (Ending):						
RESTRICTED FUND BALANCE	\$ 75,692	\$ 69,649	\$ 110,117	\$ 112,417	2%	\$ 2,300
TOTAL FUND BALANCE (Ending)	\$ 75,692	\$ 69,649	\$ 110,117	\$ 112,417	2%	\$ 2,300

# Open Space Fund

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## **DESCRIPTION**

The purpose of the Open Space fund is to preserve and protect natural open space areas and wildlife habitat while also providing outdoor recreation opportunities for Eagle's citizens and visitors. The fund's primary source of income is a 3% lodging tax. Staff continually works to secure grant monies and establish partnerships with other governmental entities to leverage the funding generated by the lodging tax.

The ballot measure establishing the fund was passed in 1996. The goal at that time was to simply build up a fund balance that would be used for the acquisition and maintenance of natural open space and trails. Over time, the scope of the Open Space program grew, and the fund was used to pay for many of the popular new trails and other amenities that have helped promote Eagle as an outdoor tourism destination.

## **2020 ACCOMPLISHMENTS**

- Hired the first full-time Open Space and Trails Manager.
- Created the Open Space and Recreation Advisory Committee.
- Contributed funding to the Ridgeway Open Space parcel acquisition.

## **2021 GOALS/STRATEGIC PLAN ALIGNMENT**

- Construction of the Haymaker II Trail will create an important connection to the Brush Creek Valley Open Space.
- The Town will assist with improvements to the BMX track starting gates to ensure safety.
- The Town will make improvements to the trails in the Abrams Creek area.
- The Town will create the first Open Space and Trails Master Plan.

## **HIGHLIGHTS**

In 2021, the Open Space program will be fully staffed for the first time in 2 years. The focus of the program will be to maintain what the Town has. The Town has done a great job of prioritizing projects that have expanded open space and trail amenities. These assets need maintenance and funds are budgeted to address smaller projects. The Town will hire a Youth Conservation Corps Crew to assist with maintenance projects.



## OPEN SPACE PRESERVATION FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>COMMITTED FUND BALANCE</b>	<b>\$ 263,867</b>	<b>\$ 276,844</b>	<b>\$ 325,989</b>	<b>\$ 294,876</b>	<b>-10%</b>	<b>\$ (31,113)</b>
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 263,867</b>	<b>\$ 276,844</b>	<b>\$ 325,989</b>	<b>\$ 294,876</b>	<b>-10%</b>	<b>\$ (31,113)</b>
<b>REVENUES</b>						
81-430-10 Lodging Tax	\$ 143,666	\$ 143,820	\$ 73,000	\$ 84,000	15%	\$ 11,000
81-430-15 Penalty & Interest	10	-	-	-	-	\$ -
81-430-20 Interest on Investments	7,191	3,000	2,500	600	-76%	(1,900)
81-430-30 Usage Fees	-	-	-	-	#DIV/0!	-
81-431-00 State Grants (GOCO)	-	-	-	-	0%	-
81-433-00 Other Grants	-	-	-	8,980	0%	8,980
81-434-10 Reimbursable Revenue	-	-	-	-	0%	-
81-436-70 Miscellaneous	1,000	-	500	-	-100%	(500)
81-437-31 Transfer from Capital Improvements Fund	-	-	-	-	0%	-
81-437-81 Transfer from Open Space Fund	-	-	-	-	0%	-
81-437-10 Transfer from General Fund	-	-	-	150,000		150,000
<b>TOTAL REVENUES</b>	<b>\$ 151,867</b>	<b>\$ 146,820</b>	<b>\$ 76,000</b>	<b>\$ 243,580</b>	<b>221%</b>	<b>\$ 167,580</b>
<b>TOTAL SOURCES</b>	<b>\$ 415,734</b>	<b>\$ 423,664</b>	<b>\$ 401,989</b>	<b>\$ 538,456</b>	<b>34%</b>	<b>\$ 136,467</b>
<b>EXPENDITURES</b>						
Operating Expenses	\$ 89,745	\$ 155,527	\$ 97,113	\$ 193,810	100%	\$ 96,697
Capital Expenditures	-	50,000	10,000	44,960	350%	34,960
<b>TOTAL EXPENDITURES</b>	<b>\$ 89,745</b>	<b>\$ 205,527</b>	<b>\$ 107,113</b>	<b>\$ 238,770</b>	<b>123%</b>	<b>\$ 131,657</b>
<b>FUND BALANCES (Ending):</b>						
<b>COMMITTED FUND BALANCE</b>	<b>\$ 325,989</b>	<b>\$ 218,137</b>	<b>\$ 294,876</b>	<b>\$ 299,686</b>	<b>2%</b>	<b>\$ 4,810</b>
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ 325,989</b>	<b>\$ 218,137</b>	<b>\$ 294,876</b>	<b>\$ 299,686</b>	<b>2%</b>	<b>\$ 4,810</b>

**SUMMARY OF EXPENDITURES**

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL	\$ 43,699	\$ 76,463	\$ 50,433	\$ 120,233	138%	\$ 69,800
MATERIALS & SUPPLIES	13,055	17,850	5,888	10,625	80%	4,737
CHARGES FOR SERVICES	28,718	46,506	33,506	60,597	81%	27,091
DISCRETIONARY FUNDING	-	10,000	5,000	-	-100%	(5,000)
FIXED CHARGES	4,273	4,708	2,286	2,355	3%	69
CAPITAL EXPENDITURES	-	50,000	10,000	44,960	350%	34,960
TOTAL EXPENDITURES	<u>\$ 89,745</u>	<u>\$ 205,527</u>	<u>\$ 107,113</u>	<u>\$ 238,770</u>	<u>123%</u>	<u>\$ 131,657</u>

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The background is a full-page photograph of a golf course. In the foreground, a wooden post-and-rail fence runs across the frame. Beyond the fence is a lush green fairway. In the middle ground, two golfers are visible: one in a blue shirt and dark shorts is in the center, and another in a blue shirt and light shorts is on the right. Several red and yellow flagsticks are planted in the grass. In the background, a large, multi-story clubhouse with a dark roof and light-colored walls sits on a grassy slope. Behind the clubhouse is a steep, densely forested hill under a clear sky.

# **TOWN OF EAGLE STRATEGIC PLAN**

Adopted August, 2020



# ABOUT THE TOWN OF EAGLE

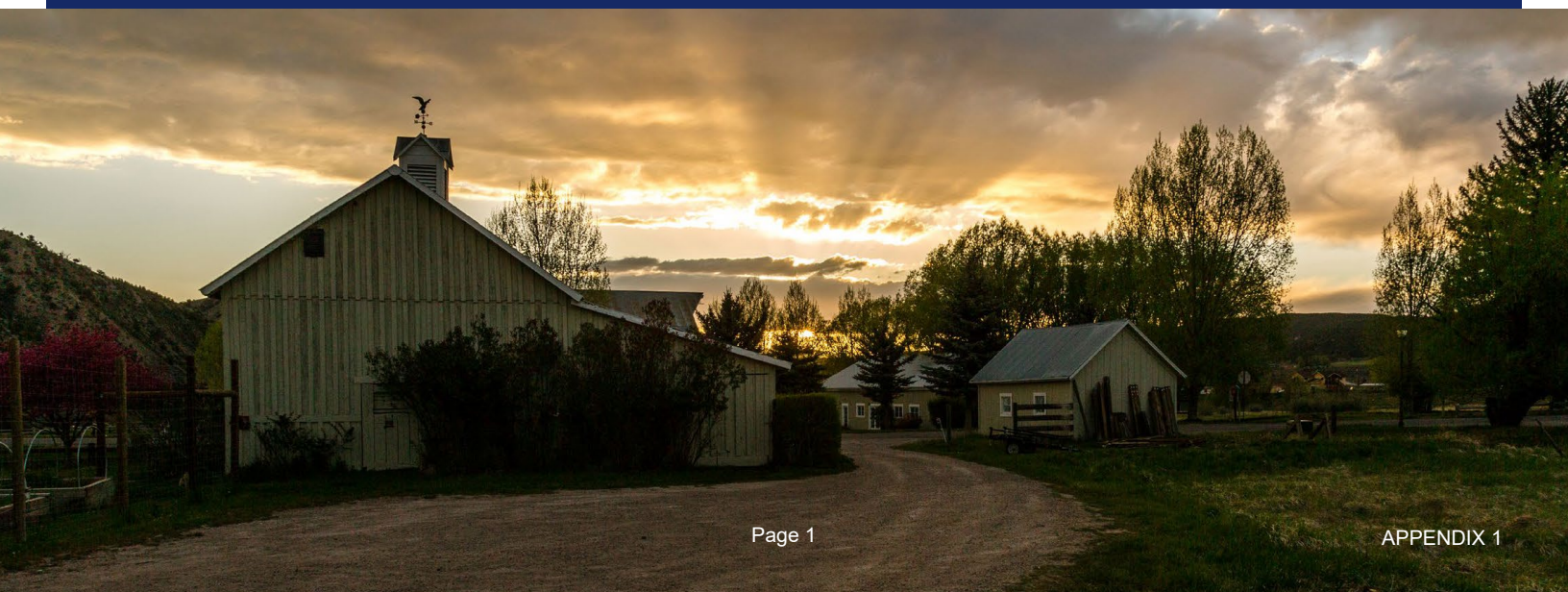
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**The Community** - Located on the western slope of the Rockies, halfway between Denver and Grand Junction, the Town of Eagle has a population of approximately 6,600 and is one of Colorado's best kept secrets. Eagle offers access to epic mountain biking, trail running and hiking, golf, kayaking, snowmobiling, hunting, and gold-medal fly fishing. In addition to a variety of public parks, there are over 1,000 acres of town owned public open space. Located a short drive from Vail and Beaver Creek, residents also enjoy world-class amenities provided by these resorts. The Eagle County Regional Airport is located just five miles west of Town and serves both commercial and private aviation. Eagle is a thriving community and is a great place to live, work, and visit.

Eagle, the county seat, is a traditional town with a main street lined with shops and cafes. Eagle boasts a variety of great neighborhoods, excellent parks, over 100 miles of single-track trails, concerts in the park, an Arnold Palmer golf course, a county-fair venue, and a variety of restaurants. The community has an authentic western flavor and friendly vibe, attracting top notch events and outdoor adventurers. Its population includes a variety of age groups and income levels. Eagle enjoys a mountain climate with warm dry summers and moderate winters. Average temperatures range from 35 degrees in January and highs up to 85 in July. Typical snowfall is 10-12 inches per month in December through April, yet Eagle boasts over 290 days of sunshine per year.

**The Town's Organization** - Established in 1887, incorporated in 1905, the Town of Eagle became the County seat in 1921 and adopted a home rule charter in 2020. The Town is a council-manager form of government led by a 7-member Town Council elected for four-year terms. The Town Council appoints the Town Manager, Town Attorney, and Municipal Court Judge. The Town has a staff of approximately 50 dedicated employees with an average longevity of 10 years. Eagle provides a full range of services including police protection, water and wastewater services, street and parks maintenance, community and economic development, and events planning. Fire service is provided by the Greater Eagle Fire Protection District.

The mayor, Town council members, and employees are committed to maintaining and enhancing the quality of life for everyone in the community. The following Strategic Plan reaffirms the values of the Town and outlines the major objectives designed to guide Eagle's future.



# PURPOSE OF THE TOWN'S STRATEGIC PLAN

This Strategic Plan has been updated for the community of Eagle by the Town Council and staff during an annual retreat. It establishes a common language and proposes strategies designed to ensure a bright future for Eagle. Specifically, this Plan creates the following outcomes:

- Establishes a 5-year planning horizon, and provides the basis for an ongoing dialogue between the staff, Council, and the community regarding the direction of the Town and specific objectives
- Considers the major challenges and opportunities likely to arise during the planning horizon and proposes specific objectives to address these challenges
- Increases confidence among Eagle's Town Council, community leaders, and residents that the Town is appropriately addressing, opportunities, future risks, and needed investments
- Ensures that proposed strategies and activities are consistent with the Town's mission and values, especially the commitment to enhance quality of life
- Provides sufficient information to allow the Town's staff to develop more specific actions and tasks, and ultimately fulfill Eagle's Vision for the future

It is important to emphasize that this Strategic Plan does not approve or communicate final policy decisions on specific issues or objectives. Rather, it provides a framework for an ongoing dialogue about maintaining and enhancing the quality of life in Eagle. Each of the Major Objectives in this Plan will require additional collaboration by the Town's staff, advice from experts, and input from the community before the Town Council makes final policy or investment decisions. The Town will provide ample opportunities for citizens to be engaged as specific issues are addressed.



# ELEMENTS OF THE STRATEGIC PLAN

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## FOUNDATION

The Town's Vision, Mission and Values establish a foundation for meeting the needs of the community, and defining how the staff of the Town will conduct business.



## GUIDING PRINCIPLES

The Town's Guiding Principles describe specific commitments to protect the interests of the residents and businesses in Eagle. These Principles provide the framework for identifying more explicit standards and for engaging with the community on important issues.



## MAJOR OBJECTIVES

The Major Objectives outlined in this plan identify significant challenges, opportunities, or investments likely to arise during the planning horizon. In general, these objectives do not address tasks associated with normal daily operations. The information provided in each objective is designed to provide a foundation for future collaborations between the Town Council, staff, community leaders, and the residents of Eagle. These collaborations will likely result in one or more policy decisions by the Town Council to address the stated problem or opportunity.

The Implementation Plan is a separate document, created by staff and approved by the Town Council that captures the strategies and tactics used to accomplish the Major Objectives. The Implementation Plan is consistently updated and the results are captured and reported back to the Town Council. Each implementation step has been linked to the Major Objectives and the Guiding Principles as well as to the Mission and Vision of the Town of Eagle.



# FOUNDATION

## VISION

The Town of Eagle is a vibrant mountain community that is diverse, inclusive, and unique.

## MISSION

Maintain and enhance the quality of life for everyone in our community.

## VALUES

We are guided in our daily decisions and activities by these values:

### Integrity

We are open, honest, and ethical in all our communications and actions.

### Respect

We thoughtfully consider each other's differences and opinions.

### Commitment

We give our individual best to get the job done right.

### Responsibility

We are accountable for our behaviors, action, and use of public resources.

### Collaboration

We listen and openly share our ideas to achieve better decisions and outcomes.

### Leadership

We are proactive in advancing the interests of our communities.





# GUIDING PRINCIPLES

Guiding Principles describe the Town's commitments to advance the interests of Eagle's residents and businesses. The Town's Guiding Principles establish a framework for developing more detailed standards, assessing risks, identifying issues, and evaluating and implementing solutions. These Guiding Principles also enable the Town to clearly communicate the value of its activities and proposed investments. In addition to the Mission Statement, the Town's commitments to provide value are as follows:



**Proactive Economic Development**



**Progressive Community Based Law Enforcement**



**Protecting Public Health, Safety, and the Environment**



**Reliable and Cost Effective Services**



**Sound Planning and Appropriate Investment**



**Sustainable Finances and Increasing Efficiency**



**Transparency and Community Engagement**

The following narrative provides more information on the Town's Guiding Principles and articulates some of the Town's specific standards

## **Appropriate Investment**

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Providing reliable services requires funding that covers today's financial needs and supports investments in the Town's vision for the future. The Town must also invest in a highly effective, motivated, and well-trained workforce.

## **Proactive Economic Development**

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Eagle's economy is the engine for quality of life. Eagle is fortunate to have a variety of natural and developed assets, including its location on Interstate 70, proximity to world class ski resorts and the regional airport, and access to multiple outdoor activities, including hiking, mountain biking, fishing, river rafting, kayaking, snowmobiling, and hunting.

## **Progressive Community Based Law Enforcement**

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The Town of Eagle Police Department is defined by transparency, community building, and adaptability. Utilizing a community policing approach as its baseline, the department is committed to evolving thoughtfully to respond to the needs of Eagle and its visitors with a progressive, and sometimes non-traditional approach to law enforcement.

## **Protecting Public Health, Safety, and the Environment**

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The Town is committed to protecting the well-being of the community. This means supporting dynamic and diverse neighborhoods, and maintaining a strong framework for business opportunities, being good stewards of the environment.

## **Reliable and Cost-Effective Services**

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A key responsibility for the Town is to provide essential services, whether it be reliable water and sewer services, trash and recycling services, or support with respect to permitting, zoning, planning, and other basic needs. Meeting the needs of customers also requires that the Town adopt standards of service that make it easy for people to do business with the Town.

## **Sound Planning**

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The foundation for providing reliable services and quality of life is planning. The Town focuses on adequate resources, reliable infrastructure, compliance with regulations, and a local economy that supports a high quality of life for Eagle residents.

## **Sustainable Finances and Increasing Efficiency**

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The Town's financial capabilities and standards ensure that it has the financial strength and resources to provide the reliable and high-quality services that residents expect. The Town's finances must be resilient to economic downturns, cover the full cost of operations, provide adequate funding to maintain financial reserves, and support capital investment.

## **Transparency and Community Engagement:**

---

By providing easy access to information and timely responses to customer inquiries, the Town creates an environment that fosters public trust and allows Eagle's residents and business owners to understand the Town's values, priorities and strategic plans. The Town is committed to maintaining an ongoing, meaningful, and substantive dialogue with the community that is based on clearly defined standards and compelling arguments for proposed policies and investments.





## MAJOR OBJECTIVES

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Eagle's Strategic Plan employs several criteria for assessing future challenges and opportunities. These criteria include the following:

- Ensuring that the Town is adhering to its mission statement and aggressively pursuing its vision
- Continuing to enhance the Town's workforce and performance
- Anticipating and planning for changes in regulations or legal requirements
- Responding to economic trends and evolving needs of Eagle's residents and businesses

Based on the criteria above, the Town has developed a series of Major Objectives. The following Major Objectives describe the most significant areas, challenges, and opportunities likely to come before Eagle's Town Council within a 5-year planning horizon. As stated above, they do not represent final decisions by the staff or Town Council, rather they provide enough detail for the Town's staff to develop specific action steps, continue clarifying the issues, collaborate with experts, and inform the public. Each Major Objective adheres to Guiding Principles and is designed to align with the Town's vision and mission statement, which is to maintain and enhance the quality of life for everyone in Eagle. These objectives and associated activities may have implications well beyond the planning horizon, consistent with the need to have a long-term view. The following Major Objectives address these fundamental realities in an integrated manner. They are listed in alphabetical order, as they are all equally important to the community.

# MAJOR OBJECTIVES



## STIMULATE ECONOMIC VITALITY AND DEVELOPMENT

The Town focuses on development that follows the Elevate Eagle Comprehensive Plan to ensure results that maximize the economic benefits. The economic impact of visitors and business investments result in positive benefits in terms of amenities, job creation, increases in wages, infrastructure and the overall quality of life.



## IMPROVE COMMUNITY RESPONSIVE SERVICES

The Town is adopting policies and regulations to be responsive to changes in the business environment, which will encourage thoughtful growth and development. Community interaction and engagement will inform decision making by the Town Council.



## MATCH INFRASTRUCTURE TO QUALITY OF LIFE

The Town is investing in and implementing infrastructure improvements that increase the high quality of life and vibrant economy without creating an undue burden on the residents of the Town.



## ATTRACT VISITORS

The Town is capitalizing on the unique heritage and outdoor amenities to attract visitors to Eagle. Proximity to I 70 and regional airports along with special events will encourage a wide and diverse range of tourists, bringing an investment which will improve the economy and quality of life for everyone.



## FOCUS ON RECREATION, EVENTS AND OPEN SPACE

The Town of Eagle is a destination for outdoor recreation, and residents and visitors participate in a wide range of opportunities and activities. Open space and community buffers will continue to promote a high quality of life and the unique location that is a strong value for the community.



## STRENGTHEN TOWN ORGANIZATION AND CULTURE

The Town staff is highly competent, empowered, motivated and collaborative and enjoy working with and for the Town of Eagle. The Town develops this potential by creating a work culture that is inclusive, respects employees, and values contributions at all levels. Training, benefits and pay are competitive and result in attraction and retention of a high quality workforce.



## ENHANCE THE ECONOMIC RESILIENCY OF THE TOWN GOVERNMENT

The Town is fiscally responsible, and revenues received are balanced against current and future needs of the community. Diversified sources of revenue are allocated to provide a high quality of life while ensuring ongoing maintenance and operation of current amenities.



## INVEST IN ENVIRONMENTAL AND ENERGY SUSTAINABILITY

The Town is focused on environmental impacts of decision making and will ensure that projects and policies reflect a focus on improving and sustaining natural resources for future generations.



## DIVERSIFY THE ATTAINABLE HOUSING STOCK

The Town creates opportunities for a diversified, attainable housing stock for a variety of rental and purchase options.



# STRATEGIC GOALS



## Stimulate Economic Vitality and Development

- Support a Business Improvement District or similar approach
- Continue to create opportunities on Highway 6
- Develop a comprehensive strategy for economic vitality



## Improve Community Responsive Services

- Revise the existing code
- Review policies and identify areas to simplify for administrative approval
- Adopt zoning or overlay districts that are designed to achieve this outcome



## Match Infrastructure to Quality of Life

- Develop and implement broadband solutions
- Implement a system for reporting maintenance issues
- Evaluate impact fees throughout the Town
- Adopt a multi-modal transportation plan



## Attract Visitors

- Develop the Eagle Brand
- Fund a Wayfinding, Gateway and Entry Signage Plan
- Collaborate with regional tourism & marketing efforts



## Focus on Recreation, Events and Open Space

- Adopt a Capital Improvement Plan for open space & parks
- Identify a sustainable revenue source for open space
- Support culturally diverse events in the community



## Strengthen Town Organization and Culture

- Build capacity of existing staff through strategic investments
- Establish and fund competitive salary and benefits plan
- Invest in technology and systems to improve performance



## Enhance the Economic Resiliency of the Town Government

- Adopt policies to ensure value of real property in Town
- Identify partners for revenue sharing
- Identify and implement diverse revenue streams



## Invest in Environmental and Energy Sustainability

- Research the feasibility of a new electric utility
- Set goals for energy reduction for Town or community
- Adopt a philosophy and principles for sustainability



## Diversify the Attainable Housing Stock

- Develop a strategy for housing
- Collaborate on solutions in the West Eagle Area
- Revise the inclusionary zoning standards to be more specific






## CONCLUDING REMARKS

The execution of this plan will begin by assigning the Town staff to research each of the Major Objectives and create specific action steps and implementation items. The staff will return to the Town Council to offer recommendations, present updates, and continue to discuss the Strategic Plan. The financial implications of implementing the Major Objectives will be reflected in specific policy proposals, discussions with the community during outreach efforts, and included in the Town's operating and capital budgets. In addition, as important policy issues come before the Town Council, the supporting information provided by the staff will reference the relevant Major Objective from this Strategic Plan.

The Town is committed to ensuring that the implementation of this plan reflects the mission, vision, and values of the Town as defined by the staff, the Town Council, community leaders, and members of the public who choose to provide input. If at any time the Town's staff or Town Council feel that this Plan is at odds with prevailing sentiments in the community, then the Plan will be altered accordingly. The Town anticipates this Plan will be subjected to a formal update in 2-3 years. This will not be a re-creation of the plan, but an update that reflects progress, new insights, and feedback received during outreach efforts.

**For more information about this plan, please visit the Town of Eagle website at [www.townofeagle.org](http://www.townofeagle.org) or contact the Town Manager at**

 **PO Box 609  
200 Broadway  
Eagle, CO 81631**

 **970-328-6354**

 **970-328-5203**

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**2021 Pay Plan**  
Effective: January 1, 2021

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
1			\$13.3900	\$17.4070	\$21.4240	Hourly
			\$1,071.20	\$1,392.56	\$1,713.92	Bi-Weekly
			\$27,851.20	\$36,206.56	\$44,561.92	*If Annualized
	Maintenance Worker (Seasonal)	Non-Exempt				
	Info Center Host (Part Time)	Non-Exempt				
2	Intern I (Career X)	Non-Exempt				
	Open Space Trail Technician (Seasonal)	Non-Exempt				
			\$19.1441	\$22.9729	\$26.8017	Hourly
			\$1,531.53	\$1,837.83	\$2,144.14	Bi-Weekly
			\$39,819.72	\$47,783.63	\$55,747.54	*If Annualized
3	Town Mgr. Assistant - Intern	Non-Exempt				
	Administrative Technician I, Utility Billing Technician I	Non-Exempt				
	Records-Information Tech I (PD)	Non-Exempt				
	Maintenance Technician I	Non-Exempt				
	Municipal Court Clerk (Part Time)	Non-Exempt				
4	Plant Operator D & Trainee	Non-Exempt				
			\$22.0729	\$26.4875	\$30.9021	Hourly
			\$1,765.83	\$2,119.00	\$2,472.17	Bi-Weekly
			\$45,911.63	\$55,094.00	\$64,276.37	*If Annualized
	Administrative Technician II	Non-Exempt				
5	Code Enforcement Officer (proposed 2020)	Non-Exempt				
	Permit Technician	Non-Exempt				
	Plant Operator - C License	Non-Exempt				
	Maintenance Technician II	Non-Exempt				
	Mechanic I	Non-Exempt				
6	Records-Information Tech II (PD)	Non-Exempt				
	Utility Billing & Accounting Specialist	Non-Exempt				
			\$25.4475	\$31.8093	\$38.1712	Hourly
			\$2,035.80	\$2,544.74	\$3,053.70	Bi-Weekly
			\$52,930.78	\$66,163.34	\$79,396.10	*If Annualized
7	Building & Grounds Supervisor	Non-Exempt				
	IT Technician I	Non-Exempt				
	Maintenance Technician III	Non-Exempt				
	Mechanic II	Non-Exempt				
	Plant Operator B	Non-Exempt				
8	Records-Evidence Supervisor & Exec. Asst (PD)	Non-Exempt				
	Public Works Inspector	Non-Exempt				
			\$26.5513	\$33.1891	\$39.8268	Hourly
			\$2,124.11	\$2,655.13	\$3,186.14	Bi-Weekly
			\$55,226.79	\$69,033.33	\$82,839.74	*If Annualized
9	Building Inspector I	Non-Exempt				
	IT Technician II (possible future IT Staff)	Non-Exempt				
	Maintenance Technician IV	Non-Exempt				
	Plant Operator - A License	Non-Exempt				
	Planner I	Exempt				
10			\$28.0000	\$29.0000	\$30.7500	Hourly
			\$2,240.00	\$2,320.00	\$2,460.00	Bi-Weekly
			\$58,240.00	\$60,320.00	\$63,960.00	*If Annualized
	Police Trainee/Cadet \$29 upon grad to \$30.75 upon FTO graduation	Non-Exempt				
			\$29.1452	\$36.4315	\$43.7178	Hourly
11			\$2,331.62	\$2,914.52	\$3,497.42	Bi-Weekly
			\$60,622.02	\$75,777.52	\$90,933.02	*If Annualized
	Special Events Manager (move from grade 5)	Exempt				
	Civil Engineer I (possible future design engineer)	Exempt				
	Planner II	Exempt				
12	IT Technician III	Non-Exempt				

**EXEMPT Positions are compensated on a bi-weekly basis. NON-EXEMPT are compensated at an Hourly rate. Annualized amounts are rounded, and are shown only to approximate what an employee working in a "full-time" status during a 12-month period might earn.**





**2021 Pay Plan**  
Effective: January 1, 2021

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
7			\$30.7500	\$38.4375	\$46.1250	Hourly
			\$2,460.00	\$3,075.00	\$3,690.00	Bi-Weekly
			\$63,960.00	\$79,950.00	\$95,940.00	*If Annualized
	Police Officer-School Resource Officer I & II	Non-Exempt				
	Police Detective	Non-Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
8			\$31.4364	\$39.2955	\$47.1546	Hourly
			\$2,514.91	\$3,143.64	\$3,772.37	Bi-Weekly
			\$65,387.76	\$81,734.64	\$98,081.57	*If Annualized
	Building Inspector II	Non-Exempt				
	Senior Accountant	Exempt				
	Planner III/Senior Planner	Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
9			\$33.1368	\$41.4210	\$49.7051	Hourly
			\$2,650.94	\$3,313.68	\$3,976.41	Bi-Weekly
			\$68,924.54	\$86,155.58	\$103,386.61	*If Annualized
	Lead Plant Operator	Non-Exempt				
	Town Clerk, Court Supervisor (Move from grade 7)	Exempt				
	Civil Engineer II - PW, Utility Manager	Exempt				
	Police Sergeant	Non-Exempt				
	Public Works Operations Manager	Non-Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
10			\$38.0315	\$47.5394	\$57.0473	Hourly
			\$3,042.52	\$3,803.15	\$4,563.78	Bi-Weekly
			\$79,105.52	\$98,881.95	\$118,658.38	*If Annualized
	Building Official	Non-Exempt				
	Human Resources Manager (moved from grade 7)	Exempt				
	Information Technology Manager	Exempt				
	Open Space & Trails Manager	Non-Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
11			\$40.5767	\$50.7210	\$60.8652	Hourly
			\$3,246.14	\$4,057.68	\$4,869.22	Bi-Weekly
			\$84,399.54	\$105,499.68	\$126,599.62	*If Annualized
	Assistant Town Manager (New for 2021)	Exempt				
	Town Engineer	Exempt				
	Public Works Advisor - Part Time	Non-Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
12			\$45.8901	\$57.1377	\$68.3852	Hourly
			\$3,671.21	\$4,571.01	\$5,470.82	Bi-Weekly
			\$95,451.42	\$118,846.32	\$142,241.22	*If Annualized
	Town Planner-Community Development Director	Exempt				
	Police Chief	Exempt				
	Public Works Director	Exempt				
	Treasurer-Finance Director	Exempt				
Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
13			\$59.7905	\$74.7381	\$89.6857	Hourly
			\$4,783.24	\$5,979.05	\$7,174.86	Bi-Weekly
			\$124,364.18	\$155,455.22	\$186,546.27	*If Annualized
	Town Manager	Exempt				

**EXEMPT Positions are compensated on a biweekly basis. NON-EXEMPT are compensated at an Hourly rate. Annualized amounts are rounded, and are shown only to approximate what an employee working in a "full-time" status during a 12-month period might earn.**

**2020 Pay Plan Implementation Guide**

**Effective 01/01/2021\***

\*First full pay period for 2021, paid 1/22/2021

The following is a guide regarding how the 2021 Pay Plan will be implemented:

1. The Town will establish a 3% merit pool
2. Upon rehire, seasonal employees are eligible for a 2% - 3% merit increase based on performance
3. Supervisors must complete a performance evaluation for each employee; information regarding the performance evaluation process was provided in late 2020
4. Employees who receive a less than satisfactory evaluation will not be eligible for a merit increase
5. Employees who receive a satisfactory/meets expectations evaluation will be eligible to receive a 1.0 – 1.9% merit increase
6. Employees who receive an effective/outstanding/above expectations evaluation will be eligible to receive a 2.0 – 3.0% merit increase
7. Employees who have been employed by the Town for less than 12 months as of 01/2021 will be eligible to receive a pro-rated merit increase based on the months of employment
8. All merit increases are based on job performance and must be explained and justified in a written performance evaluation; all performance evaluations must be reviewed and approved by the Manager of Human Resources



## 2021 Town Holidays Observed

Date	Holiday
Friday, January 1	New Year's Day
Monday, January 18	Martin Luther King Day
Monday, February 15	President's Day
Monday, May 31	Memorial Day
Monday, July 5	Independence Day observed
Monday, September 6	Labor Day
Monday, October 4	Indigenous Peoples Day Observed*
Thursday, November 11	Veterans Day holiday
Thursday, November 25	Thanksgiving Day
Friday, November 26	Day After Thanksgiving
Thursday, December 23	Christmas Eve. Observed
Friday, December 24	Christmas Day Observed
Thursday, December 30	New Year's Eve. Observed
upon supervisory approval	Floating Holiday

Total 14 full days

\*New CO State Holiday, 10/04, Francis Xavier Cabrini Day, Town of Eagle will observe Indigenous Peoples Day on this day. Also a non-Town Council meeting week



## 2021 Town Holidays for Sworn Police Officers

Date	Holiday
Friday, January 1	New Year's Day
Monday, January 18	Martin Luther King Day
Monday, February 15	President's Day
Monday, May 31	Memorial Day
Sunday, July 4	Independence Day
Monday, September 6	Labor Day
Monday, October 4	Indigenous Peoples Day Observed*
Thursday, November 11	Veteran's Day
Thursday, November 25	Thanksgiving Day
Friday, November 26	Day After Thanksgiving
Friday, December 24	Christmas Eve.
Saturday, December 25	Christmas Day
Friday, December 31	New Year's Eve.
upon supervisory approval	Floating Holiday

Total 14 full days

\*New CO State Holiday, 10/04, Francis Xavier Cabrini Day, Town of Eagle will observe Indigenous Peoples Day on this day. Also a non-Town Council meeting week

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2021



Town of Eagle  
Colorado

# Adopted Fee Schedule

## TOWN OF EAGLE 2021 FEE SCHEDULE

APPENDIX 3

## ADMINISTRATIVE FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
ADMINISTRATIVE	Copies Black and White – per copy	\$ 0.25	\$ 0.25	NO CHANGE
ADMINISTRATIVE	Copies Large – per copy	\$ 1.50	\$ 1.50	NO CHANGE
ADMINISTRATIVE	Copy of Annual Audit	\$ 25.00	\$ 25.00	NO CHANGE
ADMINISTRATIVE	Copy of Eagle Municipal Code (Paper Copy)	\$ 100.00	\$ 100.00	NO CHANGE
ADMINISTRATIVE	Notary Services	\$ 5.00	\$ 5.00	NO CHANGE
ADMINISTRATIVE	Records USB Flash Drive	\$ 10.00	\$ 2.00	FEE TITLE AND AMOUNT CHANGE
ADMINISTRATIVE	Research/Records Search (per hour, first hour free)	\$ 30.00	\$ 30.00	NO CHANGE
ADMINISTRATIVE	Colorado Open Record Act Request - Audio/Video	\$ 5.00	\$ 5.00	NO CHANGE
ADMINISTRATIVE	Colorado Open Record Act Request	\$0.25/page	\$0.25/page	NO CHANGE
ADMINISTRATIVE	Returned Check Fee	\$ 25.00	\$ 25.00	NO CHANGE
ADMINISTRATIVE	Verbatim Transcripts – per page, PLUS HOURLY RATE	\$ 15.00	\$ 15.00	NO CHANGE



## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
BUSINES LICENSE FEE	Business License - Sales Within Public Right of Way	\$ 25.00 - 250.00	\$ 25.00 - 250.00	NO CHANGE
BUSINES LICENSE FEE	Business License/Business Marketing Fee	\$ 20.00	\$ 20.00	NO CHANGE
BUSINES LICENSE FEE	Business License/Business Occupation Tax	\$ 55.00	\$ 55.00	NO CHANGE
BUSINES LICENSE FEE	Business & Tobacco License Late Fee	\$15/month after January 31st max of \$45	\$15/month after January 31st max of \$45	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: One Day	\$ 50.00	\$ 50.00	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: Two Consecutive Days	\$ 65.00	\$ 65.00	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: Three Consecutive Days	\$ 85.00	\$ 85.00	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: Seven Consecutive Days	\$ 105.00	\$ 105.00	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: Thirty Consecutive Days	\$ 125.00	\$ 125.00	NO CHANGE
BUSINES LICENSE FEE	Business License Peddler and Solicitors: One Year	\$ 275.00	\$ 275.00	NO CHANGE
LIQUOR LICENSE FEE	3.2% Beer Off Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	3.2% Beer On Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	3.2% Beer On/Off Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Add Optional Premises to Hotel & Restaurant License	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Art	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Art Gallery Permit	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Background Investigation	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Bed & Breakfast Permit	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Beer & Wine	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Brew Pub	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Campus Liquor Complex	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Change in Financial Interests	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Change of Location	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Change of Trade Name/Corporate Name	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Club	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Corporate/LLC Change (Per Person)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Distillery Pub	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Duplicate License	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Each Additional OP License	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Hotel & Restaurant	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Hotel & Restaurant (with optional premises)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Late Renewal	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	License Application Fee	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Licensed Drugstore	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Limited Liability Change	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Lodging & Entertainment	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Manager Registration (Hotel & Restaurant; Tavern; Lodging & Entertainment; Campus Liquor Complex)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Master File Background	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Mini Bar Permit with Hotel Restaurant License	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Modification of Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Optional Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Retail Gaming Tavern	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Retail Liquor Store	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Special Event Permit Malt, Vinous and Spirituous Liquor	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Tasting Permit	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Tavern	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Temporary License Pending Transfer	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE



## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LIQUOR LICENSE FEE	Transfer of Ownership	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Entertainment District - New Application	\$ 300.00	\$ 300.00	NO CHANGE
LIQUOR LICENSE FEE	Entertainment District - Annual Renewal	\$ 100.00	\$ 100.00	NO CHANGE
TOBACCO LICENSE FEE	Retail Tobacco License Fee	\$ 250.00	\$ 250.00	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Change in Corporate Structure	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Change in Financial Interests	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Change of Manager	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Late Renewal Fee	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
MARIJUANA LICENSE FEE	Marijuana MED License New	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Modification of Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Renewal Fee (ANNUAL)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Transfer of Location	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Retail Marijuana Business Operating Fee (ANNUAL)	\$ 1,500.00	\$ 1,500.00	NO CHANGE
SEXUALLY ORIENTED BUSINESS LICENSE FEE	Sexually Oriented Business License Fee	\$ 100.00	\$ 100.00	NO CHANGE
SEXUALLY ORIENTED BUSINESS LICENSE FEE	Sexually Oriented Business License Renewal Fee	\$ 100.00	\$ 100.00	NO CHANGE
SEXUALLY ORIENTED BUSINESS LICENSE FEE	Sexually Oriented Business Manager's Registration Fee	\$ 100.00	\$ 100.00	NO CHANGE

## FACILITY RENTAL

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
OPENSOURCE FEES	Chambers Park Usage for Rafting Disembarkation by Rafting Operators (per paid customer)	\$ 1	\$ 1	NO CHANGE
FACILITY DEPOSIT	Pavilion Deposit Fees	\$ 750	\$ 750	NO CHANGE
FACILITY DEPOSIT	Studio Deposit Fees	\$ 375	\$ 375	NO CHANGE
FACILITY DEPOSIT	Centennial Stage-Key Deposit	\$ 100	\$ 100	NO CHANGE
PAVILION FEES	Pavilion Friday-Sunday: Eagle Resident	\$ 600	\$ 600	NO CHANGE
PAVILION FEES	Pavilion Friday-Sunday: Non-Resident	\$ 900	\$ 900	NO CHANGE
PAVILION FEES	Pavilion Friday-Sunday: Non-Profit	\$ 400	\$ 400	NO CHANGE
PAVILION FEES	Pavilion Monday-Thursday: Eagle Resident	\$ 300	\$ 300	NO CHANGE
PAVILION FEES	Pavilion Monday-Thursday: Non-Resident	\$ 400	\$ 400	NO CHANGE
PAVILION FEES	Pavilion Monday-Thursday: Non-Profit	\$ 200	\$ 200	NO CHANGE
STUDIO FEES	Studio Friday-Sunday: Eagle Resident	\$ 250	\$ 250	NO CHANGE
STUDIO FEES	Studio Friday-Sunday: Non Resident	\$ 350	\$ 350	NO CHANGE
STUDIO FEES	Studio Friday-Sunday: Non-Profit	\$ 200	\$ 200	NO CHANGE
STUDIO FEES	Studio Monday-Thursday: Eagle Resident	\$ 100	\$ 100	NO CHANGE
STUDIO FEES	Studio Monday-Thursday: Non-Resident	\$ 150	\$ 150	NO CHANGE
STUDIO FEES	Studio Monday-Thursday: Non-Profit	\$ 100	\$ 100	NO CHANGE
FACILITY RENTAL FEES	Cancellation fee (less than thirty (30) days prior to the event	Town will retain the full deposit fee	Town will retain the full deposit fee	NO CHANGE
FACILITY RENTAL FEES	Cancellation fee (more than thirty (30) days prior to the event	\$ 100	\$ 100	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Late Check-In Fee	\$ 125	\$ 125	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Late Key Return	\$ 30/Day	\$ 30/Day	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Lost Key	Cost to re-key	Cost to re-key	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Unsecured Facility	\$ 100	\$ 100	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Unsatisfactory Cleaning Fee	\$ 65 /half hour minimum: half hour  Forfeiture of part of the deposit may be assessed if the next lessee is impacted by the condition of the complex and a discount is required for the next lessee	\$ 65 /half hour minimum: half hour  Forfeiture of part of the deposit may be assessed if the next lessee is impacted by the condition of the complex and a discount is required for the next lessee	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Repair Fee	\$ 65 / half hour plus 1.25 x Cost of parts minimum: half hour	\$ 65 / half hour plus 1.25 x Cost of parts minimum: half hour	NO CHANGE

## FACILITY RENTAL

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Stains on Carpet	\$75 / Stain	\$75 / Stain	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Liability Insurance: Low, Medium, and High Hazard Events	Per Colorado Intergovernmental Risk Sharing Agency's (CIRSA) Special Event liability insurance schedule	Per Colorado Intergovernmental Risk Sharing Agency's (CIRSA) Special Event liability insurance schedule	NO CHANGE
TOWN HALL FEES	Town Hall Conference Room	\$ 25	\$ 25	NO CHANGE
TOWN HALL FEES	Town Hall Council Chambers	\$ 50	\$ 50	NO CHANGE

## SPECIAL EVENT FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - ADOPTED	FEE CHANGE
SPECIAL EVENTS	Clean Up Deposits - For events taking place on town property, a deposit for clean up may be charged. The amount returned will be dependent on the amount of staff time spent cleaning the site after the event.	\$ 250.00	\$ 250.00	NO CHANGE
SPECIAL EVENTS	Fee for Additional Officers - Fee per hour per officer for additional coverage that may be required when a certain number of attendees are expected at an event.	\$60-\$80/hr/officer	\$60-\$80/hr/officer	NO CHANGE
SPECIAL EVENTS	Special Event Application Fee - Lower cost application fee for all events. Additional review fee will be charged for events that take significant staff time for review.	\$ 25.00	\$ 25.00	NO CHANGE
SPECIAL EVENTS	Special Event Application Review Fee - For larger public events that need staff review beyond the collection of event information, a \$100 fee will be assessed.	\$ 100.00	\$ 100.00	NO CHANGE
SPECIAL EVENTS	This fee may be charged when staff are required to assist with an event outside of normal business hours or outside of the standard job duties of the department.	\$50/hr/employee	\$50/hr/employee	NO CHANGE
SPECIAL EVENTS	Special Event Temporary Use Permit for Using Town Property	\$ 250.00	\$ 250.00	NO CHANGE

## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 1-500	\$ 39.40	\$ 39.40	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 500.01-2,000	\$39.40 for the first 500 plus \$3.60 for each add 'l 100 or fraction thereof, to and including 2,000	\$39.40 for the first 500 plus \$3.60 for each add 'l 100 or fraction thereof, to and including 2,000	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 2,000.01-25,000	\$93.40 for the first 2,000 plus \$16.30 for each add 'l 1,000 or fraction thereof, to and including 25,000	\$93.40 for the first 2,000 plus \$16.30 for each add 'l 1,000 or fraction thereof, to and including 25,000	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 25,000.01-50,000	\$468.30 for the first 25,000 plus \$11.75 for each add 'l 1,000 or fraction thereof, to and including 50,000	\$468.30 for the first 25,000 plus \$11.75 for each add 'l 1,000 or fraction thereof, to and including 50,000	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 50,000.01-100,000	\$762.05 for the first 50,000 plus \$8.15 for each add 'l 1,000 or fraction thereof, to and including 100,000	\$762.05 for the first 50,000 plus \$8.15 for each add 'l 1,000 or fraction thereof, to and including 100,000	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 100,000.01-500,000	\$1,169.55 for the first 100,000 plus \$6.55 for each add 'l 1,000 or fraction thereof, to and including 500,000	\$1,169.55 for the first 100,000 plus \$6.55 for each add 'l 1,000 or fraction thereof, to and including 500,000	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 500,000.01-1,000,000	\$3789.55 for the first 500,000 plus \$5.55 for each add 'l 1,000 or fraction thereof, to and including 1,000,000	\$3789.55 for the first 500,000 plus \$5.55 for each add 'l 1,000 or fraction thereof, to and including 1,000,000	NO CHANGE
BUILDING PERMIT FEES	Roof Replacement - For single-family structure only	\$ 65.00	\$ 65.00	NO CHANGE
BUILDING PERMIT FEES	Move or Demolish - Any building or structure	\$ 65.00	\$ 65.00	NO CHANGE
BUILDING PERMIT FEES	Use Tax	2% of 120% of Total Valuation	2% of 120% of Total Valuation	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Performing work without first obtaining a permit	Double the Permit Fee	Double the Permit Fee	NO CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 1,000,000.01 and up	\$6,564.55 for the first 1,000,000 plus \$4.30 for each add 'l 1,000	\$6,564.55 for the first 1,000,000 plus \$4.30 for each add 'l 1,000	NO CHANGE

## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
CONTRACTORS REGISTRATION FEES	Building Contractor's Registration	\$ 50.00	\$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Plumbing Contractor's Registration	\$ 50.00	\$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Special Contractor's Registration	\$ 50.00	\$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	General Contractor's Registration	\$ 100.00	\$ 100.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Electrical Contractor's Registration	\$ -	\$ -	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - Under 1,000 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - 1,001-1,500 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - 1,501-2,000 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - More than 2,000 sf	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee – Commercial – Total Valuation 1-2,000	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee – Commercial – Total Valuation 2,001 and above	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Mobile home and travel trailer parks	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Temporary power permits	\$ 57.50	\$ 57.50	NO CHANGE
ELEVATOR PERMIT FEES	Reinspection fees	\$1,000 per unit	\$1,000 per unit	NO CHANGE
INSPECTIONS	Reinspection fees	\$50/Hour (Minimum 1 hour)	\$50/Hour (Minimum 1 hour)	NO CHANGE
INSPECTIONS	Inspections for which no fee is specifically indicated	\$50/Hour (Minimum 1 hour)	\$50/Hour (Minimum 1 hour)	NO CHANGE
INSPECTIONS	Inspections outside of normal business hours 8am-5pm	\$100/Hour (Minimum 2 Hours)	\$100/Hour (Minimum 2 Hours)	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Single-wide Mobile Home	\$ 200.00	\$ 200.00	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Double-wide Mobile Home	\$ 300.00	\$ 300.00	NO CHANGE

## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Factory Built/Manufactured Home Double Unit	\$ 500.00	\$ 500.00	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Factory Build/Manufactured Home Triple Unit	\$ 800.00	\$ 800.00	NO CHANGE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 1-2,000	\$ 65.00	\$ 65.00	NO CHANGE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 2,001-25,000	\$65 for the first 2,000 plus \$22 for each additional 1,000 of fraction thereof up to 25,000	\$65 for the first 2,000 plus \$22 for each additional 1,000 of fraction thereof up to 25,000	NO CHANGE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 25,001 or more	\$571 for the first 25,000 plus \$11 for each additional 1,000 or fraction thereof	\$571 for the first 25,000 plus \$11 for each additional 1,000 or fraction thereof	NO CHANGE
MECHANICAL PERMIT FEES	Replacement of existing boiler or furnace	\$ 65.00	\$ 65.00	NO CHANGE
PERMIT ISSUE/TRANSFER	Permit issuance or transfer (Issuance fee does not apply for Electrical Permits)	\$ 25.00	\$ 25.00	NO CHANGE
PLAN REVIEW	Repetitive Plan Check Fee - Residential (multi-family)	\$75/Hour (Minimum 4 Hours)	\$75/Hour (Minimum 4 Hours)	NO CHANGE
PLAN REVIEW	Repetitive Plan Check Fee - Commercial/Industrial/Mixed Use	\$75/Hour (Minimum 5 Hours)	\$75/Hour (Minimum 5 Hours)	NO CHANGE
PLAN REVIEW	Additional Plan Review required by Changes, Additions, Revisions	\$75/Hour (Minimum 1 Hour)	\$75/Hour (Minimum 1 Hour)	NO CHANGE
PLAN REVIEW	Plan Check Fee	65% of the amount of the Building Permit Fee	65% of the amount of the Building Permit Fee	NO CHANGE
PLAN REVIEW	Use of an Outside Consultant for plan check and/or inspection	Actual Costs	Actual Costs	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 1-2,000	\$ 65.00	\$ 65.00	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 2,001-25,000	\$65 for the first 2,000 plus \$22 for each additional 1,000 of fraction thereof up to 25,000	\$65 for the first 2,000 plus \$22 for each additional 1,000 of fraction thereof up to 25,000	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 25,001 or more	\$571 for the first 25,000 plus \$11 for each additional 1,000 or fraction thereof	\$571 for the first 25,000 plus \$11 for each additional 1,000 or fraction thereof	NO CHANGE
PLUMBING PERMIT FEES	Replacement of existing hot water heater	\$ 65.00	\$ 65.00	NO CHANGE



## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
PV SOLAR PERMIT FEES	Residential PV Installation -	\$ 250.00	\$ 250.00	NO CHANGE
PV SOLAR PERMIT FEES	Commercial PV Installation -	\$ 500.00	\$ 500.00	NO CHANGE
WATER METER FEES	Water Meter Fees - 1" Service	\$ 990	\$ 990	NO CHANGE
WATER METER FEES	Water Meter Fees - ¾" Service	\$ 960	\$ 960	NO CHANGE
WATER METER FEES	Water Meter Fees - Greater than 1" Service	Meter and all items associated with insallation of meters larger than 1" - actual cost x 2	Meter and all items associated with insallation of meters larger than 1" - actual cost x 2	NO CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) In Town	\$ 10,646	\$ 12,243	FEE CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) Out of Town	\$ 15,969	\$ 18,365	FEE CHANGE
PLANT INVESTMENT FEE-WATER	Deed Restricted Affordable Housing or Local Employee residence, per unit	50% Discount	50% Discount	NO CHANGE
PLANT INVESTMENT FEE-SEWER	Sewer - Per Equivalent Residential Unit (1.0 EQR)	\$ 10,000	\$ 10,000	FEE TITLE CHANGE

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
Mobile Vending Permit	Mobile Vending Permit Fee	\$ 250.00	\$ 250.00	NO CHANGE
Short-Term Rental Fees	Short-Term Rental Registration Fees	\$ -	\$ -	NO CHANGE
FIRE IMPACT FEES	Residential - Single Family (per unit)	\$ 2,269.97	\$ 2,331.26	FEE CHANGE
FIRE IMPACT FEES	Residential - Multi family (per unit)	\$ 1,037.23	\$ 1,065.24	FEE CHANGE
FIRE IMPACT FEES	Nonresidential, except temporary & extended stay lodging facilities (per 1,000sqft)	\$ 914.78	\$ 939.48	FEE CHANGE
FIRE IMPACT FEES	Temporary & extended stay lodging facilities (per 1,000sqft)	\$ 914.78	\$ 939.48	FEE CHANGE
PUBLIC SAFETY IMPACT FEE	Impact fee per dwelling unit for residential land use	\$ 1,319.00	\$ 1,359.89	FEE CHANGE
PUBLIC SAFETY IMPACT FEE	Impact fee for commercial land use	\$0.31 / square foot	\$0.32 / square foot	FEE CHANGE
LAND USE APPLICATION FEES	Annexation and Initial Zoning (Non PUD <2 acres)	\$1,500 + \$10,000 Deposit	\$1,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Annexation and Initial Zoning (Non PUD >2 acres)	\$2,500 + \$15,000 Deposit	\$2,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Annexation and Initial Zoning (PUD any size)	\$2,500 + \$15,000 Deposit	\$2,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Rezoning Application Fee	\$600 + \$600 Deposit	\$600 + \$600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Amendment to Zone District Regulations	\$900 + \$900 Deposit	\$900 + \$900 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Zoning Variance	\$ 500.00	\$ 500.00	NO CHANGE
LAND USE APPLICATION FEES	Community Plan Exception	\$2,000 + \$2,000 Deposit	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Small Area Plan Exception/Amendment	\$1,000 + \$1,000 Deposit	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Residential Zoning Plan	\$750 plus \$25 per du + \$7,000 Deposit	\$750 + \$25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LAND USE APPLICATION FEES	PUD Residential Development Plan	\$1,000 plus \$25 per du + \$12,000 Deposit	\$1,000 + \$25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Commercial & Industrial Zoning Plan	\$800 + \$5,000 Deposit	\$800 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Commercial & Industrial Development Plan	\$1,250 + \$10,000 Deposit	\$1,250 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Multiple Use - Zoning Plan	\$1,000 + \$7,000 Deposit	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Multiple Use - Development Plan	\$2,000 + \$12,000 Deposit	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Zoning Plan and Development Plan Combination	Listed Fee with 15% discount + \$10,000 Deposit	Listed Fee with 15% discount + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Minor Amendment	\$500 + \$3,000 Deposit	\$500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Major Amendment	\$1,500 + \$5,000 Deposit	\$1,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Sketch Plan	\$500 Plus \$25 per Lot + \$3,000 Deposit	\$500 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Preliminary Plan	\$800 Plus \$25 per Lot + \$5,000 Deposit	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Final Plat	\$800 Plus \$25 per Lot + \$7,000 Deposit	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Lot Line Adjustment	\$450 + \$ 600 Deposit	\$450 + \$ 600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Condominium/Townhouse Plat	\$450 + \$2,000 Deposit	\$450 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision – Minor	\$550 + \$600 Deposit	\$550 + \$600 Deposit	NO CHANGE

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
LAND USE APPLICATION FEES	Subdivision - Combination Sketch Plan/Prelim Plan	Listed fees with 15% discount + \$5,000 Deposit	Listed fees with 15% discount + 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Combination Prelim/Final Plat	Listed fees with 15% discount + \$10,000 Deposit	Listed fees with 15% discount + deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Special Use Permit	\$600 + \$600 Deposit	\$600 + \$600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Special Use Permit – Amendment	\$ 350	\$ 350	NO CHANGE
LAND USE APPLICATION FEES	Sign Permit	\$ 50	\$ 50	NO CHANGE
LAND USE APPLICATION FEES	Sign Permit - Comprehensive sign program	\$ 100	\$ 100	NO CHANGE
LAND USE APPLICATION FEES	Design Variance - non DP or Subdivision	\$ 300	\$ 300	NO CHANGE
LAND USE APPLICATION FEES	Temporary Use Permit - No Hearing	\$ 250	\$ 250	NO CHANGE
LAND USE APPLICATION FEES	Temporary Use Permit - Public Hearing	\$ 600	\$ 600	NO CHANGE
LAND USE APPLICATION FEES	Address Change Fee	\$ 25	\$ 25	NO CHANGE
LAND USE APPLICATION FEES	Planner - Hourly Rate	\$ 60	\$ 60	NO CHANGE
LAND USE APPLICATION FEES	Development Permit - Minor non PUD	\$1,000 + \$1,200 Deposit	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Development Permit - Major non PUD	\$2,000 + \$3,000 Deposit	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Encroachment Permit	\$ 250	\$ 250	NO CHANGE
LAND USE APPLICATION FEES	An Appeal of a Planning Decision	N/A	Original application fee (No Deposit)	NEW FEE
STREET IMPROVEMENT FEES	Residential single family	\$1,016 per dwelling unit	\$1,016 per dwelling unit	NO CHANGE
STREET IMPROVEMENT FEES	Residential multifamily	\$646 per dwelling unit	\$646 per dwelling unit	NO CHANGE
STREET IMPROVEMENT FEES	Bank	\$7,634 per 1,000 sf	\$7,634 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Convenience Store w gas	\$10,309 per 1,000 sf	\$10,309 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	High turnover sit down restaurant	\$3,613 per 1,000 sf	\$3,613 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Fast food restaurant	\$13,681 per 1,000 sf	\$13,681 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Industrial	\$194 per 1,000 sf	\$194 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Commercial General	\$1,016 per 1,000 sf	\$1,016 per 1,000 sf	NO CHANGE

## ENGINEERING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
ENGINEERING DEPARTMENT	Engineer - Hourly Rate	\$ 60	\$ 60	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 50 cubic yards or less	65	65	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 51-100 cubic yards	\$65 for the first 50 cy plus \$15.00 for each add 'l 10 cy or fraction thereof	\$65 for the first 50 cy plus \$15.00 for each add 'l 10 cy or fraction thereof	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 101-1,000 cubic yards	\$140 for the first 1,000 cy plus \$10.50 for each add 'l 100 cy or fraction thereof	\$140 for the first 1,000 cy plus \$10.50 for each add 'l 100 cy or fraction thereof	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 1,001-10,000 cubic yards	\$234.50 for the first 1,000 cy plus \$9.00 for each add 'l 1,000 cy or fraction thereof	\$234.50 for the first 1,000 cy plus \$9.00 for each add 'l 1,000 cy or fraction thereof	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 10,001-100,000 cubic yards	\$315.50 for the first 10,000 cy plus \$40.50 for each add 'l 10,000 cy or fraction thereof	\$315.50 for the first 10,000 cy plus \$40.50 for each add 'l 10,000 cy or fraction thereof	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 100,001 cubic yards or more	\$680 for the first 100,000 cy plus \$22.50 for each add 'l 10,000 cy or fraction thereof	\$680 for the first 100,000 cy plus \$22.50 for each add 'l 10,000 cy or fraction thereof	NO CHANGE
GRADING PERMIT FEES	Grading Plan Review Fee	Town Engineer Hourly Rate (Minimum 2 Hours)	Town Engineer Hourly Rate (Minimum 2 Hours)	NO CHANGE

## PUBLIC WORKS DEPARTMENT

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
PUBLIC WORKS	Door Tag – Water Notice Shut Off	\$ 25.00	\$ 25.00	NO CHANGE
PUBLIC WORKS	Meter Check Service Fee	75.00 (Hourly)	75.00 (Hourly)	NO CHANGE
PUBLIC WORKS	Meter Check Service Fee – After Hours/Holidays	150.00 (Hourly)	150.00 (Hourly)	NO CHANGE
PUBLIC WORKS	Public Works Engineer - Hourly Rate	\$85-\$90	\$85-\$90	NO CHANGE
PUBLIC WORKS	Water Shut Off/Turn On After Hours/Holidays	\$ 150.00	\$ 150.00	NO CHANGE
PUBLIC WORKS	Backflow Device Inspection Fee	75.00 (Hourly)	75.00 (Hourly)	NO CHANGE
PUBLIC WORKS	Right of Way Construction Permit	\$ 150.00	\$ 150.00	NO CHANGE
PUBLIC WORKS	Road Cut Permit Annual	\$ 300.00	\$ 300.00	NO CHANGE
PUBLIC WORKS	Road Cut Permit One Time	\$ 100.00	\$ 100.00	NO CHANGE
PUBLIC WORKS	Water Shut Off/Turn On	\$ 75.00	\$ 75.00	NO CHANGE
PUBLIC WORKS	Non-Operational Meter	\$100/month	\$100/month	NO CHANGE
PUBLIC WORKS	Yard Waste Fee (per month)	\$ 2.00	\$ 2.00	NO CHANGE
PUBLIC WORKS	Hydrant Meter Fees (Base Fee)	\$ 50.00	\$ 50.00	NO CHANGE
PUBLIC WORKS	Hydrant Meter Fees (per 1,000 gallons)	OUT OF TOWN RATE	\$4.77/1,000 gallons	FEE CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Public Works Employee Labor - Not For Public	\$38/Hour	\$38/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Tandem Dump Truck -Not For Public	\$70/Hour	\$70/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Backhoe -Not For Public	\$50/Hour	\$50/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Tool Cat -Not For Public	\$50/Hour	\$50/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Loader -Not For Public	\$60/Hour	\$60/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Street Sweeper -Not For Public	\$120/Hour	\$120/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Skid Steer -Not For Public	\$50/Hour	\$50/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Motor Grader -Not For Public	\$65/Hour	\$65/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Lift Truck -Not For Public	\$115/Hour	\$115/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Boom Mower Tractor/Mowing -Not For Public	\$50/Hour	\$50/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	ATV -Not For Public	\$13.20/Hour	\$13.20/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Flushing Trailer/Flushing Skid -Not For Public	\$90/Hour	\$90/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Pickup Truck/4x4 Vehicle -Not For Public	\$20.80/Hour	\$20.80/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Water Pump/Trash Pump -Not For Public	\$27.10/Hour	\$27.10/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Chainsaw + Employee Rate -Not For Public	\$3.45 + \$38/Hour	\$3.45 + \$38/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Demo Saw + Employee Rate -Not For Public	\$7.20 + \$38/Hour	\$7.20 + \$38/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Air Compressor -Not For Public	\$104/Day	\$104/Day	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Traffic Cones -Not For Public	\$1.25/Cone	\$1.25/Cone	NO CHANGE

## PUBLIC WORKS DEPARTMENT

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Type 2 barricades -Not For Public	\$2.00/Barricade	\$2.00/Barricade	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Type 3 barricades -Not For Public	\$2.75/Barricade	\$2.75/Barricade	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Traffic Barrels -Not For Public	\$2.50/Barrel	\$2.50/Barrel	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Additional signage -Not For Public	\$1.50 /Sign	\$1.50 /Sign	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Variable Message Sign -Not For Public	\$220/Day	\$220/Day	NO CHANGE

## UTILITY FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - ADOPTED	FEE CHANGE
	<b>Rate Class Monthly Base Fee Usage Block (gal) Charge per 1,000 gal</b>			
WATER FUND FEE	<b>Residential without accessory dwelling unit</b>	\$ 36.35	\$ 37.44	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 3.09	\$ 3.18	FEE CHANGE
WATER FUND FEE	6,001-17,000	\$ 6.82	\$ 7.02	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.22	\$ 10.52	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.33	\$ 15.79	FEE CHANGE
WATER FUND FEE	<b>Residential with accessory dwelling unit base fee</b>	\$ 45.60	\$ 46.97	FEE CHANGE
WATER FUND FEE	0-8,000	\$ 3.09	\$ 3.18	FEE CHANGE
WATER FUND FEE	8,001-17,000	\$ 6.82	\$ 7.02	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.22	\$ 10.52	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.33	\$ 15.79	FEE CHANGE
WATER FUND FEE	<b>Non-Residential Commercial &amp; Mixed Use Base Fee (per unit)</b>	\$ 36.35	\$ 37.44	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 3.09	\$ 3.18	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 6.82	\$ 7.02	FEE CHANGE
WATER FUND FEE	<b>Non-Residential Government, Schools &amp; Churches base fee (per unit)</b>	\$ 36.35	\$ 37.44	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 3.09	\$ 3.18	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 6.82	\$ 7.02	FEE CHANGE
WATER FUND FEE	<b>Residential/ Non- Residential Compound Meter High Side base fee (per unit)</b>	\$ -	\$ -	FEE CHANGE
WATER FUND FEE	All Usage	\$ 6.82	\$ 7.02	FEE CHANGE
WATER FUND FEE	<b>Out of Town Residential without accessory dwelling unit base fee</b>	\$ 54.53	\$ 56.16	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 4.64	\$ 4.77	FEE CHANGE
WATER FUND FEE	6,001-17,000	\$ 10.19	\$ 10.49	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 15.29	\$ 15.74	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 22.92	\$ 23.61	FEE CHANGE
WATER FUND FEE	<b>Out of Town Residential with accessory dwelling unit base fee</b>	\$ 68.44	\$ 70.50	FEE CHANGE
WATER FUND FEE	0-8,000	\$ 4.64	\$ 4.77	FEE CHANGE
WATER FUND FEE	8,001-17,000	\$ 10.19	\$ 10.49	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 15.29	\$ 15.74	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 22.92	\$ 23.61	FEE CHANGE



## UTILITY FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - ADOPTED	FEE CHANGE
WATER FUND FEE	<b>Out of Town Non-Residential Commercial &amp; Mixed Use base fee (per unit)</b>	\$ 54.53	\$ 56.16	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 4.64	\$ 4.77	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 10.19	\$ 10.49	FEE CHANGE
WATER FUND FEE	<b>Non-Residential Government, Schools &amp; Churches base fee (per unit)</b>	\$ 54.53	\$ 56.16	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 4.64	\$ 4.77	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 10.19	\$ 10.49	FEE CHANGE
WATER FUND FEE	<b>Residential/ Non- Residential Compound Meter High Side base fee(per unit)</b>	\$ -	\$ -	FEE CHANGE
WATER FUND FEE	All Usage	\$ 10.19	\$ 10.49	FEE CHANGE
WATER FUND FEE	<b>Surcharge Residential (per unit)</b>			
WATER FUND FEE	Low Usage - (0 - 4,000 gallons)	\$ 8.15	\$ 8.15	NO CHANGE
WATER FUND FEE	Average Usage - (4,000 - 14,000)	\$ 12.50	\$ 12.50	NO CHANGE
WATER FUND FEE	High Usage - (14,000 + )	\$ 17.00	\$ 17.00	NO CHANGE
WATER FUND FEE	<b>Surcharge Non-Residential (per unit)</b>		\$ -	NO CHANGE
WATER FUND FEE	Low Usage - (0 - 4,000 gallons)	\$ 8.15	\$ 8.15	NO CHANGE
WATER FUND FEE	Average Usage - (4,000 - 46,000)	\$ 12.50	\$ 12.50	NO CHANGE
WATER FUND FEE	High Usage - (46,000 + )	\$ 17.00	\$ 17.00	NO CHANGE
WATER FUND FEE	Utility Payment Late Fee	\$ 5.00	\$ 5.00	NO CHANGE
WASTE WATER FUND FEE	Residential/Commercial/Mixed Use/Government/Schools - Monthly Sewer Service (per unit)	\$ 61.76	\$ 61.76	NO CHANGE
REFUSE FEE	Residential monthly charges rubbish removal and recycling base fee	\$ 26.14	\$ 26.95	FEE CHANGE
REFUSE FEE	Additional can fee per month	\$ 20.89	\$ 20.89	NO CHANGE
REFUSE FEE	Extra Trash Charges: Furniture - couch, sofa, twin or single box springs/mattresses	\$ 15.00	\$ 15.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Furniture - per king/queen mattress or box springs	\$ 20.00	\$ 20.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Appliances - stove, oven, washing machine, dishwasher, dryer, microwave	\$ 15.00	\$ 15.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Appliances - hot water heater, cast iron tub, refridgerator	\$ 30.00	\$ 30.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Carpet: per cubic yard	\$ 18.00	\$ 18.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Construction Materials - per cubic yard	\$ 18.00	\$ 18.00	NO CHANGE

## UTILITY FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - ADOPTED	FEE CHANGE
REFUSE FEE	Extra Trash Charges: Tires (each)	\$ 7.00	\$ 7.00	NO CHANGE
REFUSE FEE	Trash Can - New	\$ 90.00	\$ 90.00	NO CHANGE
REFUSE FEE	Trash Can - Used	\$ 50.00	\$ 50.00	NO CHANGE
REFUSE FEE	Recycle Container	\$ 20.00	\$ 20.00	NO CHANGE
REFUSE FEE	Yardwaste Fee	\$ 2.00	\$ 2.00	NO CHANGE
REFUSE FEE	Administrative Fee for Refuse Billing	\$ 1.26	\$ 1.26	NO CHANGE
STORMWATER MANAGEMENT FEE	Residential Monthly Fee	\$ -	\$ 3.00	NEW FEE
STORMWATER MANAGEMENT FEE	Commercial Monthly Fee	\$ -	\$ 6.00	NEW FEE

## COURT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
COURT	Court Cost	\$ 30	\$ 30	NO CHANGE
COURT	Surcharge - Criminal Violation	\$ 20	\$ 20	NO CHANGE
COURT	Surcharge - Traffic Code Violation	\$ 10	\$ 10	NO CHANGE
COURT	Jury Demand Fee	\$ 25	\$ 25	NO CHANGE
COURT	Witness Fee	\$ 5/day	\$ 5/day	NO CHANGE
COURT	Juror Fee-Engaged on Jury	\$ 6/day	\$ 6/day	NO CHANGE
COURT	Juror Fee-Attendance on Panel	\$ 3/day	\$ 3/day	NO CHANGE
COURT	Mileage Fees (witnesses and jurors)	\$ 0.15/mile	\$ 0.15/mile	NO CHANGE
COURT	Deferred Judgement Fee	\$ 75	\$ 75	NO CHANGE
COURT	Deferred Prosecution Fee	\$ 40	\$ 40	NO CHANGE
COURT	Insurance Dismissal Fee	\$ 10	\$ 10	NO CHANGE
COURT	Bench Warrant Fee	\$ 50	\$ 50	NO CHANGE
COURT	Incarceration Fee	Amount equal to sum charged to the Town by the County for incarceration	Amount equal to sum charged to the Town by the County for incarceration	NO CHANGE
COURT	Charitable Contribution	\$ 5	\$ 5	NO CHANGE
COURT	Collections Administration Fee	\$ 50	\$ 50	NO CHANGE
COURT	Stay of Execution Fee	\$ 25	\$ 25	NO CHANGE
COURT	Non-Resident Violator Compliance Fee	\$ 30	\$ 30	NO CHANGE
COURT	Outstanding Judgment Warrant Fee	\$ 30	\$ 30	NO CHANGE
COURT	Record Sealing Fee	\$ 65	\$ 65	NO CHANGE

## POLICE DEPARTMENT

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - ADOPTED	FEE CHANGE
POLICE DEPARTMENT	Abandoned Vehicle Administration Fee	\$ -	\$ -	NO CHANGE
POLICE DEPARTMENT	Nuisance Alarm Fee	50-150	50-150	NO CHANGE
POLICE DEPARTMENT	VIN Inspection Fee	\$ 15.00	\$ 15.00	NO CHANGE
POLICE DEPARTMENT	Sex Offender Annual Registration	\$ 25.00	\$ 25.00	NO CHANGE
POLICE DEPARTMENT	Sex Offender Information Update	\$ -	\$ -	NO CHANGE
POLICE DEPARTMENT	Sex Offender Quarterly Registration	\$ 25.00	\$ 25.00	NO CHANGE
POLICE DEPARTMENT	Police Report Digital Evidence Disc Fee	\$ 5.00	\$ 5.00	NO CHANGE
POLICE DEPARTMENT	Police Report Fee	.25 per page	.25 per page	NO CHANGE
POLICE DEPARTMENT	Police Report Research Fee (per hour, first hour free)	\$ 30.00	\$ 30.00	NO CHANGE
POLICE DEPARTMENT	Sex Offender De- Registration	\$ -	\$ -	NO CHANGE
POLICE DEPARTMENT	Video Redaction Fee	Cost of Third Party Contract	Cost of Third Party Contract	NO CHANGE

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## TOWN OF EAGLE

### DEBT SERVICE BY YEAR

Year	Series 2013 Water Enterprise Revenue Refunding Bond		Series 2018 Water Enterprise Bond: Colorado Water Resource Power & Development Authority		2007 Waste Water Loan: Colorado Water Resource Power & Development Authority		2011 Waste Water Loan: Colorado Water Resource Power & Development Authority		Series 2016 Sales Tax Revenue Bonds		Total Annual Debt Service
	Principal	Interest	Principal	Interest & Fees	Principal	Interest & Fees	Principal	Interest & Fees	Principal	Interest & Fees	
2021	\$ 243,603	\$ 30,361	\$ 648,043	\$ 344,269	\$ 649,440	\$ 212,060	\$ 63,613	\$ 15,173	\$ 100,000	\$ 219,938	\$ 2,526,500
2022	250,863	23,102	653,299	337,269	703,560	188,835	64,891	13,894	105,000	215,938	2,556,651
2023	258,339	15,626	659,649	330,269	725,208	168,275	66,196	12,590	110,000	211,738	2,557,889
2024	266,037	7,928	669,583	323,394	746,856	145,877	67,526	11,260	115,000	207,338	2,560,798
2025	-	-	680,928	309,644	768,504	126,417	68,883	9,902	120,000	202,738	2,287,016
2026	-	-	694,329	296,394	790,152	100,532	70,268	8,518	125,000	197,938	2,283,130
2027	-	-	709,588	283,394	849,684	44,050	71,680	7,105	130,000	192,938	2,288,439
2028	-	-	720,873	270,644	889,036	-	73,121	5,665	135,000	187,738	2,282,076
2029	-	-	732,782	258,644	-	-	74,591	4,195	140,000	182,338	1,392,549
2030	-	-	742,627	249,444	-	-	76,090	2,696	145,000	176,738	1,392,594
2031	-	-	750,411	240,644	-	-	77,620	1,166	150,000	170,938	1,390,778
2032	-	-	776,563	213,552	-	-	-	-	155,000	164,938	1,310,052
2033	-	-	800,638	188,510	-	-	-	-	160,000	158,738	1,307,886
2034	-	-	810,202	180,310	-	-	-	-	170,000	150,738	1,311,250
2035	-	-	815,052	174,135	-	-	-	-	180,000	142,238	1,311,425
2036	-	-	839,945	151,606	-	-	-	-	190,000	133,238	1,314,788
2037	-	-	880,948	112,072	-	-	-	-	195,000	123,738	1,311,757
2038	-	-	899,667	88,730	-	-	-	-	205,000	114,475	1,307,872
2039	-	-	943,008	48,465	-	-	-	-	215,000	104,738	1,311,211
2040	-	-	964,745	24,367	-	-	-	-	225,000	94,525	1,308,637
2041	-	-	-	-	-	-	-	-	235,000	83,838	318,838
2042	-	-	-	-	-	-	-	-	250,000	72,675	322,675
2043	-	-	-	-	-	-	-	-	260,000	60,800	320,800
2044	-	-	-	-	-	-	-	-	270,000	48,450	318,450
2045	-	-	-	-	-	-	-	-	285,000	35,625	320,625
2046	-	-	-	-	-	-	-	-	465,000	14,725	479,725
<b>Total</b>	<b>\$ 1,018,842</b>	<b>\$ 77,018</b>	<b>\$ 15,392,880</b>	<b>\$ 4,425,754</b>	<b>\$ 6,122,440</b>	<b>\$ 986,046</b>	<b>\$ 774,479</b>	<b>\$ 92,164</b>	<b>\$ 4,835,000</b>	<b>\$ 3,669,788</b>	<b>\$ 37,394,409</b>

<b>Funding:</b>	Water Fund Operating Revenues	Water Fund Operating Revenues	Waste Water Fund Operating Revenues	Waste Water Fund Operating Revenues	Sales Tax Capital Improvement Fund - Sales tax at 0.5%.
<b>Interest Dates:</b>	June 1 and December 1	February 1 and August 1	February 1 and August 1	May 1 and November 1	June 1 and December 1
<b>Date of Issue:</b>	July 26, 2013	May 24, 2018	May 31, 2007; refunded in 2016	January 21, 2011	September 9, 2016
<b>Interest Rate:</b>	2.98%	2.5% -5%	3.5%	2%	4% - 5%
<b>Amount of Issue:</b>	\$2,605,868	\$16,841,882	\$11,505,912 plus premium \$494,088	\$1,288,966	\$5,200,000 plus premium \$967,936

#### 2020 Projected Debt Service Coverage Ratio:

Gross Revenues	5,177,020	5,177,020	3,691,000	3,691,000	\$ 725,200
Operating Expenses	3,037,973	2,319,626	1,557,328	2,340,042	31,036
Budgeted Net Revenues	\$ 2,139,047	\$ 2,857,394	\$ 2,133,672	\$ 1,350,958	694,164
2021 Debt Service	273,965	992,312	861,500	78,786	319,938
2021 Projected Debt Service Coverage Ratio	<b>781%</b>	<b>288%</b>	<b>248%</b>	<b>1715%</b>	<b>217%</b>
Debt Service Coverage Ratio by Fund	<b>247%</b>		<b>235%</b>		<b>217%</b>

**Projected Debt Service Coverage Ratio Calculation** = Budgeted Net Revenues\* / Debt Service

\* Budgeted Gross Revenues (For specific Fund)

Less Budgeted Operating Expenses (For specific Fund - excludes capital improvements & debt service on outstanding Debt)

**Budgeted Net Revenues**

**Debt Service Coverage Ratio (DSCR):** is a measure of the Town's ability to repay any loans or debt obligations over the course of a year. The greater the DSCR is over 1 or 100% indicates a better financial position.

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# Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
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## Capital Improvements Fund:

### General Administration

CivicRec Software	\$ 12,000	\$ -	\$ -	\$ -		\$ 12,000
Civic Plus ATS Software	11,125	-	-	-		11,125
<b>General Administration Total</b>	<b>\$ 23,125</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 23,125</b>

### Streets

Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Sidewalk, Trees, etc: Capitol Street between 2nd & 5th Streets.	200,000	-	-	-	-	200,000
Sidewalk/Trail: Capitol Street - Highway 6 to Second Street.	150,000	-	-	-	-	150,000
CDOT ROW at Gateway Beautification	100,000	-	-	-	-	100,000
Grand Avenue Improvements	660,000	-	-	16,000,000	-	16,660,000
Street Lights-Market St. LED Conversion	-	42,000	-	-	-	42,000
Sidewalk/Trail: Pedestrian Trail Bull Pasture - West Side	-	105,000	-	-	-	105,000
Eby Creek Road - Pond Road Sidewalk Extension	-	150,000	-	-	-	150,000
Sylvan Lake Roundabout Crossing – Street Light	-	30,000	-	-	-	30,000
Grand Avenue and Capitol Street - Street Light	-	10,000	-	-	-	10,000
Sidewalk/Trail: Chambers Avenue Sidewalk Extension	-	45,557	-	-	-	45,557
Sidewalk/Trail: Howard Street Bike Trail Connectivity	-	20,000	-	-	-	20,000
Sidewalk/Trail: Pedestrian Trail Cemetery Connection	-	-	230,000	-	-	230,000
Nogal Road and Highway 6 Street Light	-	-	40,000	-	-	40,000
Public Works Bins	-	-	100,000	-	-	100,000
Public Works Hut	-	-	250,000	-	-	250,000
Handicap Ramps and Sidewalks "Safe Routes to School"	-	-	-	-	120,000	120,000
Sidewalk/Trail: Brush Creek Road - Pathway connection.	-	-	-	-	200,000	200,000
Sidewalk/Trail: Sixth Street between Capitol Street and Town	-	-	-	-	200,000	200,000
<b>Streets Total</b>	<b>\$ 1,195,000</b>	<b>\$ 402,557</b>	<b>\$ 620,000</b>	<b>\$ 16,000,000</b>	<b>\$ 520,000</b>	<b>\$ 18,737,557</b>

### Buildings & Grounds

Pool and Ice Capital Improvements Funding	\$ 50,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 210,000
Art Wall	25,000	25,000	-	-	-	50,000
Project THOR	50,000	50,000	50,000	50,000	50,000	250,000
Town Park – Remove pea gravel and pour-in-place	11,000	-	-	-	-	11,000
Town Hall Exterior Wall	40,000	-	-	-	-	40,000
Studio – Floor	10,000	-	-	-	-	10,000
Town Hall Roof Top Unit	45,000	-	-	-	-	45,000
Public Works Solar	178,492	-	-	-	-	178,492
Public Works Security Gate	-	30,000	-	-	-	30,000
Town Hall Exterior Parking Lot	-	20,000	-	-	-	20,000
Public Works Expansion design (2022 Build)	-	25,000	4,000,000	-	-	4,025,000
Public Works Charging Station	-	50,000	-	-	-	50,000
Town Hall Roof Top Unit	-	45,000	-	-	-	45,000
Building Assessments - Implementation	-	100,000	100,000	100,000	100,000	400,000
Pavilion Solar	-	-	50,000	-	-	50,000
Town Hall Charging Station	-	-	50,000	-	-	50,000
Town Hall Solar	-	-	100,000	-	-	100,000
Recycle Drop-off Center Paving	-	-	-	55,000	-	55,000
Information Center Solar	-	-	-	40,000	-	40,000
Town Park Solar	-	-	-	30,000	-	30,000
Studio Solar	-	-	-	-	40,000	40,000
Irrigation Intake Improvements	-	-	-	-	100,000	100,000
<b>Building &amp; Grounds Total</b>	<b>\$ 409,492</b>	<b>\$ 385,000</b>	<b>\$ 4,390,000</b>	<b>\$ 315,000</b>	<b>\$ 330,000</b>	<b>\$ 5,829,492</b>



## Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
<b>Public Safety</b>						
Axon Body Camera Technology	\$ 6,369	\$ -	\$ -	\$ -	\$ -	\$ 6,369
Meraki 24-Port POE Switch	5,500	-	-	-	-	5,500
License Plate Reader	-	18,750	-	-	-	18,750
<b>Public Safety Total</b>	<b>\$ 11,869</b>	<b>\$ 18,750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,619</b>
<b>Total Capital Improvements Fund</b>	<b>\$ 1,639,486</b>	<b>\$ 806,307</b>	<b>\$ 5,010,000</b>	<b>\$ 16,315,000</b>	<b>\$ 850,000</b>	<b>\$ 24,620,793</b>

### General Fund - Streets

Street Resurfacing - Sylvan Lake Road - Part 1 (Lime Park Drive to MacDonald), Abrams Creek Road & Robins Egg Lane, and Violet Lane.	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Street Resurfacing - Chambers Avenue (from Sawatch to Sawatch), Marmot Lane, Loren Lane, Pond Road and Eby Creek Road near Pond Road.	-	650,000	-	-	-	\$ 650,000
Street Resurfacing - Newquist, Horton, Seabry, Pat's Circle, Deep Eddy Cove, and Ouzel Lane	-	-	700,000	-	-	\$ 700,000
Street Resurfacing - West Eagle (Castle Drive, King Road, and Prince Alley)	-	-	-	700,000	-	\$ 700,000
Grand Avenue Improvements (update pavement management plan in 2025)	-	-	-	-	700,000	\$ 700,000
<b>General Fund - Streets Total</b>	<b>\$ 600,000</b>	<b>\$ 650,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 3,350,000</b>

### Fleet

Patrol Vehicle - (Public Safety)	\$ 141,596	\$ 149,881	\$ 158,657	\$ 182,717	\$ 192,020	\$ 824,871
Administrative Police Vehicle - (Public Safety) - Chief	-	-	56,575	-	-	56,575
Street Sweeper - (Streets)	-	250,000	-	-	-	250,000
Boom Mower Tractor (Streets)	-	-	87,500	-	-	87,500
Bobcat Multi-tool #1 (Streets)	-	-	-	-	120,000	120,000
International 7400 SFA 4X2 (Streets)	235,000	-	-	-	-	235,000
Air Compressor Trailer/185 Atlas (Streets)	-	-	-	-	30,000	30,000
PJ Utility Trailer - 2016 (B&G)	-	-	10,000	-	-	10,000
Ford F-350 Flat Bed / Plow (B&G)	45,000	-	-	-	-	45,000
Ford F-350 Flat Bed /Weed Sprayer (B&G)	50,000	-	-	-	-	50,000
Ford F-250 (B&G)	50,000	-	-	-	-	50,000
Ford F-250 (B&G)	-	50,000	-	-	-	50,000
Ford F-150 Crew Cab (Engineering)	-	50,000	-	-	-	50,000
Ford F-350 (B&G)	-	-	50,000	-	-	50,000
Ford F-350 Plow/Sander (WW)	-	-	60,000	-	-	60,000
Ford F-350 Service Bed (Streets)	-	-	-	60,000	-	60,000
Ford F-150 Extended Cab (Engineering)	-	-	-	40,000	-	40,000
Ford F-250 Super Duty (Water)	-	-	-	-	50,000	50,000
Ford F-550 Hook Truck (Streets)	-	-	-	-	60,000	60,000
Ford F-150 (Water)	-	35,000	-	-	-	35,000
John Deere 1435 Mower/Broom (B&G)	-	-	40,000	-	-	40,000
John Deere 301- A Tractor (B&G)	-	-	60,000	-	-	60,000
Toro Z Master (B&G)	20,000	-	-	-	-	20,000
Toro Z Master (B&G)	-	20,000	-	-	-	20,000
<b>Fleet Total</b>	<b>\$ 541,596</b>	<b>\$ 554,881</b>	<b>\$ 522,732</b>	<b>\$ 282,717</b>	<b>\$ 452,020</b>	<b>\$ 2,353,946</b>

## Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
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### Water Fund

Water Line: Downtown Distribution: Capitol Street: 5th to 6th Street	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
LBWTP	1,000,000	-	-	-	-	1,000,000
Cemetery Tank	2,200,000	-	-	-	-	2,200,000
Water Line: Downtown Distribution: Capitol Street: 2nd to 5th	932,533	-	-	-	-	932,533
Water Fill Station	60,000	-	-	-	-	60,000
Filter Train Electric Valves	85,000	-	-	-	-	85,000
Generator on trailer / electrical work at pump houses	100,000	-	-	-	-	100,000
UBWTP - Bathroom	30,000	-	-	-	-	30,000
UBWTP - Valve replacement	75,000	-	-	-	-	75,000
Communication Tower - Cemetery Tank x2	100,000	-	-	-	-	100,000
Communication Tower - Upper Kaibab & additional site	100,000	-	-	-	-	100,000
Water Line: Howard Street Water Main: 2nd Street to 6th Street	100,000	1,038,986	-	-	-	1,138,986
Eby Creek PRV	40,000	565,000	-	-	-	605,000
Fairgrounds Water Main Loop	200,000	2,384,199	-	-	-	2,584,199
Xeriscape Opportunities	-	14,724	-	-	-	14,724
Disaster Plan - Pump & Hose for LBWTP	-	75,000	-	-	-	75,000
Fencing for Water Properties	75,000	75,000	75,000	75,000	75,000	375,000
Brush Creek Transmission Main Replacement - Ouzel to Sylvan	-	75,000	1,000,000	-	-	1,075,000
UBWTP: New Fluoride system	-	15,000	-	-	-	15,000
Highlands Pump Station drain	-	-	30,000	-	-	30,000
Eagle Ranch Filing 26: Water Flush Station / Prv Main Extension / Water Tank mixing (PAX)	-	-	75,000	-	-	75,000
Micro Hydro in water system	-	-	200,000	-	-	200,000
Water Line: Brooks Lane Water Main	-	-	50,000	280,000	-	330,000
Lower Eby Creek Tank: Pump Station, Yard Piping, & Fire Hydrants	-	-	50,000	397,381	-	447,381
Water Line: Downtown Distribution: Fourth Street: Wall St. to Washington St.	-	-	50,000	175,000	-	225,000
UBWTP - 3 Filter Trains	-	-	-	3,351,312	-	3,351,312
Grand Avenue Water Infrastructure Improvements	-	-	-	-	2,000,000	2,000,000
I-70 Water Main Loop	-	-	-	-	1,700,000	1,700,000
<b>Water Fund Total</b>	<b>\$ 5,102,533</b>	<b>\$ 4,242,909</b>	<b>\$ 1,530,000</b>	<b>\$ 4,278,693</b>	<b>\$ 3,775,000</b>	<b>\$ 18,929,135</b>

### Waste Water Fund

Capitol Street Sanitary Sewer Main: 5th Street to 6th Street	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Fix Truss Pipe in System	155,000	-	-	-	-	155,000
Main Under Eagle River from Fairgrounds	25,000	1,000,000	-	-	-	1,025,000
Howard Street Sanitary Sewer Main, 4th Street to 5th Street & Energy Navigator	50,000	423,933	-	-	-	473,933
Brush Creek Road Sanitary Sewer Collection System: Phase 1	-	75,000	1,000,000	-	-	1,075,000
WWTP: Clarifier piping and valving	-	-	100,000	-	-	100,000
Sanitary Sewer Piers across Eagle River	-	-	-	1,000,000	-	1,000,000
Brush Creek Road Sanitary Sewer Collection System: Phase 2	-	-	-	75,000	1,000,000	1,075,000
Grand Avenue Wastewater Infrastructure Improvements	-	-	-	-	1,250,000	1,250,000
<b>Waste Water Fund Total</b>	<b>\$ 235,000</b>	<b>\$ 1,523,933</b>	<b>\$ 1,100,000</b>	<b>\$ 1,075,000</b>	<b>\$ 2,250,000</b>	<b>\$ 6,183,933</b>

### Stormwater Fund

Third Street Storm Drain	\$ -	\$ -	\$ 200,000	\$ -	\$ -	200,000
Town Park - Drainage, parking improvements	-	-	-	200,000	-	200,000
Bluffs Water Quality Outfall @ Eagle River	-	-	-	-	250,000	250,000
<b>Stormwater Fund Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 250,000</b>	<b>\$ 450,000</b>

## Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
<b>Sales Tax Capital Improvement Fund</b>						
Eagle River Water Park - Dumpster Enclosure	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Eagle River Water Park - Wetland Plantings	15,000	-	-	-	-	15,000
Eagle River Water Park - Beach Sand	50,000	-	-	-	-	50,000
Eagle River Water Park - Air Compressor	5,000	-	-	-	-	5,000
Eagle River Water Park - Rapid Blocs	35,000	30,000	30,000	15,000	-	110,000
Brush Creek Park - Playground Equipment	100,000	500,000	-	-	-	600,000
Eagle River Water Park - Wood Fire Pits	-	20,000	-	-	-	20,000
Eagle River Water Park - Pavilion	-	-	110,000	-	-	110,000
Eagle River Water Park - Climbing Wall	-	-	200,000	-	-	200,000
Eagle River Water Park - Park Lighting	-	-	90,000	-	-	90,000
Eagle River Water Park - Slalom Gates	-	-	75,000	-	-	75,000
Eagle River Water Park - Public Art	-	-	40,000	-	-	40,000
Dog Park Improvements	-	-	45,000	-	-	45,000
Eagle River Water Park - Chambers Park Path Connection	-	-	-	250,000	-	250,000
Eagle River Water Park - Downtown Bridge	-	-	-	1,000,000	-	1,000,000
Eagle River Water Park - Shower Tower	-	-	-	-	100,000	100,000
Whiting Park - Pour-in-Place	-	-	-	-	100,000	100,000
Skateboard Park	-	-	-	-	500,000	500,000
Brush Creek Valley Ranch Improvements: Paved Recreation Path along Brush Creek Road	-	-	-	-	40,000	40,000
<b>Sales Tax Capital Improvement Fund Total</b>	<b>\$ 217,000</b>	<b>\$ 550,000</b>	<b>\$ 590,000</b>	<b>\$ 1,265,000</b>	<b>\$ 740,000</b>	<b>\$ 3,362,000</b>
<b>Conservation Trust Fund</b>						
Campground	-	120,000	-	-	-	\$ 120,000
<b>Conservation Trust Fund Total</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>
<b>Open Space Fund</b>						
Haymaker II Trail - Brush Creek Valley Ranch	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
BMX Track Starting Gate	17,000	-	-	-	-	17,000
Abrams Creek Property - Trail Improvements	17,960	-	-	-	-	17,960
Children's Fishing Pond	-	10,000	-	-	-	10,000
Soft Path Trail Construction - East Eagle SRMA - Phase 1	-	20,000	-	-	-	20,000
Wayfinding Signage	-	-	10,000	-	-	10,000
Hardscrabble Mountain SRMA Trail Reroutes	-	-	15,000	-	-	15,000
Soft Path Trail Construction - East Eagle SRMA - Phase 2	-	-	25,000	-	-	25,000
Irrigation for the Haymaker Trail Descent	-	-	10,000	-	-	10,000
Soft Path Trail Construction - East Eagle SRMA - Phase 3	-	-	-	30,000	-	30,000
Bike Park Improvements/Dirt Jumps	-	-	-	200,000	-	200,000
Nature Center/Interpretive Cabin	-	-	-	-	100,000	100,000
<b>Open Space Total</b>	<b>\$ 44,960</b>	<b>\$ 30,000</b>	<b>\$ 60,000</b>	<b>\$ 230,000</b>	<b>\$ 100,000</b>	<b>\$ 464,960</b>
<b>Grand Total</b>	<b>\$ 8,380,575</b>	<b>\$ 8,478,030</b>	<b>\$ 9,512,732</b>	<b>\$ 24,346,410</b>	<b>\$ 9,117,020</b>	<b>\$ 59,834,767</b>

### ACCOUNT CLASSIFICATIONS

<b>PERSONNEL SERVICES</b>	<b>SUPPLIES</b>	<b>CHARGES FOR SERVICE</b>	<b>DISCRETIONARY FUNDING</b>	<b>FIXED CHARGES</b>	<b>CAPITAL OUTLAY</b>
Salaries & Wages	Stationery & Forms	Postage/Shipping	Community Requests	Insurance	IT Equipment
Overtime	Operating Supplies	Printing			Police Equipment
Bonuses	Office Supplies	Legal Notices			Construction Equipment
Auto Allowance	First Aid Supplies	Telephone/ Gas/ Electric			Public Works Equipment
Moving Expenses	Election Expenses	Plumbing/Heating/Electrical			Vehicles
Unemployment Insurance	Janitorial Supplies	Repair & Maintenance Service			
Workers Comp Insurance	Supplies for Resale (Info Center)	Janitorial Services			
Health/Dental/Life Insurance	Supplies for Consignment (Info Center)	Dues and Subscriptions			
Disability Insurance	Uniforms	Advertising/Marketing/Media			
Employee Assistance Program	Repair & Maintenance Supplies	Consultants			
Retirement Contributions	Gas & Oil	Legal Services			
Fringe Benefits	Minor Equipment	Community Survey			
FICA (Employer)	Hand tools	Public Relations			
	Employee Appreciation	Recruitment Expenses			
	Chemicals	Credit Card Service Fees			
		Tuition/Books/Training			
		Auditing/Accounting Services			
		Engineering Services			
		Computer Maintenance/support			
		Office Equipment Repair			
		Meeting Expense			
		Travel Expense			
		Treasurer Fees			
		Recording Documents			
		Events/Event Production			
		Other Contract Services			

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**TOWN OF EAGLE, COLORADO**  
**ORDINANCE NO. 26**  
**(Series of 2020)**

AN ORDINANCE APPROPRIATING FUNDS TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, AND SETTING THE 2021 MILL LEVY FOR THE TOWN OF EAGLE, COLORADO FOR THE 2021 BUDGET YEAR

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO THAT:

Section 1. There be and hereby is appropriated out of the revenues of the Town of Eagle, Colorado for the fiscal year 2021 beginning January 1, 2021 and ending December 31, 2021, the sum of \$25,097,176 to be raised by taxation and otherwise, which sum is hereby divided and appropriated for the following purposes to wit:

**GENERAL FUND**

Operating Expenditures	\$ 8,194,150
Transfer to Other Funds	2,050,000
<b>TOTAL GENERAL FUND</b>	<hr/> \$ 10,244,150 <hr/>

**WATER FUND**

Operating Expenditures	\$ 2,045,661
Capital Expenditures	5,102,533
Debt Service	1,266,277
Transfer to Other Funds	-
<b>TOTAL WATER FUND</b>	<hr/> \$ 8,414,471 <hr/>

**WASTE WATER FUND**

Operating Expenditures	\$ 1,479,794
Capital Expenditures	235,000
Debt Service	939,034
Transfer to Other Funds	-
<b>TOTAL WASTE WATER</b>	<hr/> \$ 2,653,828 <hr/>

**REFUSE FUND**

Operating Expenditures	\$ 640,899
Capital Expenditures	-
Transfer to Other Funds	20,000
<b>TOTAL REFUSE FUND</b>	<hr/> \$ 660,899 <hr/>


STORMWATER FUND	
Operating Expenditures	\$ 106,000
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL STORMWATER FUND	<u>\$ 106,000</u>
CAPITAL IMPROVEMENTS FUND	
Capital Expenditures	\$ 2,181,082
Transfer to Other Funds	-
TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$ 2,181,082</u>
SALES TAX CAPITAL IMPROVEMENTS FUND	
Operating Expenditures	\$ 30,536
Capital Expenditures	217,000
Debt Service	320,440
TOTAL SALES TAX CAPITAL IMPROVEMENT FUND	<u>\$567,976</u>
CONSERVATION TRUST FUND	
Operating Expenditures	\$ 30,000
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL CONSERVATION TRUST FUND	<u>\$ 30,000</u>
OPEN SPACE PRESERVATION FUND	
Operating Expenditures	\$ 193,810
Capital Expenditures	44,960
Transfer to Other Funds	-
TOTAL OPEN SPACE PRESERVATION FUND	<u>\$ 238,770</u>
GRAND TOTAL ALL FUNDS	<u>\$ 25,097,176</u>

Section 2. That for the purpose of providing necessary funds for meeting the appropriations set forth in Section 1 of this Ordinance, a levy of 2.334 mills upon each dollar of assessed valuation of all taxable property within the corporate limits of the Town of Eagle is hereby made and assessed. Such levy represents the amount of taxes for the Town purposes necessary to provide payment during the ensuing budget year of all properly authorized demands against the Town taking into account all of the revenues and funds to be received by the Town. Said mill levy of 2.334 mills shall be certified to the County Assessor and the Board of County Commissioners of Eagle County by the Town Clerk as provided by State Statutes.

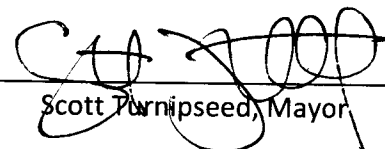
INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED at a regular meeting of the Town Council of the Town of Eagle, Colorado, held on December 8, 2020.

TOWN OF EAGLE, COLORADO

ATTEST:

  
Jenny Rakow, Town Clerk



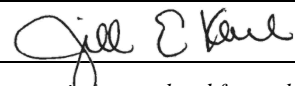
  
Scott Turnipseed, Mayor



**CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments****TO:** County Commissioners<sup>1</sup> of \_\_\_\_\_, Colorado.On behalf of the \_\_\_\_\_,  
(taxing entity)<sup>A</sup>the \_\_\_\_\_,  
(governing body)<sup>B</sup>of the \_\_\_\_\_,  
(local government)<sup>C</sup>**Hereby** officially certifies the following mills  
to be levied against the taxing entity's GROSS \$ \_\_\_\_\_  
assessed valuation of: (GROSS<sup>D</sup> assessed valuation, Line 2 of the Certification of Valuation Form DLG 57<sup>E</sup>)**Note:** If the assessor certified a NET assessed valuation  
(AV) different than the GROSS AV due to a Tax  
Increment Financing (TIF) Area<sup>F</sup> the tax levies must be \$ \_\_\_\_\_  
calculated using the NET AV. The taxing entity's total  
property tax revenue will be derived from the mill levy  
multiplied against the NET assessed valuation of: (NET<sup>G</sup> assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)  
**USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED  
BY ASSESSOR NO LATER THAN DECEMBER 10****Submitted:** \_\_\_\_\_ for budget/fiscal year \_\_\_\_\_.  
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)**PURPOSE** (see end notes for definitions and examples)**LEVY<sup>2</sup>****REVENUE<sup>2</sup>**

1. General Operating Expenses <sup>H</sup>	_____ mills	\$ _____
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction <sup>I</sup>	< _____ > mills	\$ < _____ >
<b>SUBTOTAL FOR GENERAL OPERATING:</b>	<div style="border: 1px solid black; width: 100px; height: 20px;"></div> mills	<div style="border: 1px solid black; width: 100px; height: 20px;"></div> \$
3. General Obligation Bonds and Interest <sup>J</sup>	_____ mills	\$ _____
4. Contractual Obligations <sup>K</sup>	_____ mills	\$ _____
5. Capital Expenditures <sup>L</sup>	_____ mills	\$ _____
6. Refunds/Abatements <sup>M</sup>	_____ mills	\$ _____
7. Other <sup>N</sup> (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
<b>TOTAL:</b> [ Sum of General Operating Subtotal and Lines 3 to 7 ]	<div style="border: 1px solid black; width: 100px; height: 20px;"></div> mills	<div style="border: 1px solid black; width: 100px; height: 20px;"></div> \$

Contact person: \_\_\_\_\_ Daytime phone: ( ) \_\_\_\_\_  
(print)

Signed:  \_\_\_\_\_ Title: \_\_\_\_\_

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

<sup>1</sup> If the *taxing entity's* boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

<sup>2</sup> Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

**TOWN OF EAGLE, COLORADO**  
**RESOLUTION NO. 85**  
**(Series of 2020)**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF EAGLE, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2021, AND ENDING ON THE LAST DAY OF DECEMBER, 2021.

WHEREAS, The Town Council of the Town of Eagle has appointed Brandy Reitter, Town Manager, to prepare and submit a proposed budget to said governing body at the proper time, and;

WHEREAS, Brandy Reitter has submitted a proposed budget to this governing body on October 13, 2020 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was opened for inspection by the public at a designated place, a public hearing was held on November 10 and December 8, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO:

SECTION 1. That estimated expenditures for each fund are as follows:

GENERAL FUND	\$ 10,244,150
WATER FUND	8,414,471
WASTE WATER FUND	2,653,828
REFUSE FUND	660,899
STORMWATER FUND	106,000
CAPITAL IMPROVEMENTS FUND	2,181,082
SALES TAX CAPITAL IMPROVEMENTS FUND	567,976
CONSERVATION TRUST FUND	30,000
OPEN SPACE PRESERVATION FUND	238,770
<b>TOTAL ALL FUNDS</b>	<b><u>\$ 25,097,176</u></b>

SECTION 2. That estimated revenues for each fund are as follows:

GENERAL FUND	
Non Property Tax	\$ 8,395,486
Property Tax	359,741
GENERAL FUND TOTAL	<u>\$ 8,755,227</u>
WATER FUND	
Non Property Tax	\$ 5,177,020
Property Tax	-
WATER FUND TOTAL	<u>\$ 5,177,020</u>
WASTE WATER FUND	
Non Property Tax	\$ 3,691,000
Property Tax	-
WASTE WATER FUND TOTAL	<u>\$ 3,691,000</u>
REFUSE FUND	
Non Property Tax	\$ 667,750
Property Tax	-
REFUSE FUND TOTAL	<u>\$ 667,750</u>
STORMWATER FUND	
Non Property Tax	\$ 106,000
Property Tax	-
STORMWATER FUND TOTAL	<u>\$ 106,000</u>
CAPITAL IMPROVMENTS FUND	
Non Property Tax	\$ 3,059,250
Property Tax	-
CAPITAL IMPROVEMENTS FUND TOTAL	<u>\$ 3,059,250</u>
SALES TAX CAPITAL IMPROVMENTS FUND	
Non Property Tax	\$ 725,200
Property Tax	-
SALES TAX CAPITAL IMPROVEMENTS FUND TOTAL	<u>\$ 725,200</u>
CONSERVATION TRUST FUND	
Non Property Tax	\$ 32,300
Property Tax	-
CONSERVATION TRUST FUND TOTAL	<u>\$ 32,300</u>

OPEN SPACE PRESERVATION FUND	
Non Property Tax	\$ 243,580
Property Tax	-
OPEN SPACE PRESERVATION FUND TOTAL	<u>\$ 243,580</u>
 <b>TOTAL ALL FUNDS</b>	 <b><u>\$ 22,457,327</u></b>

INTRODUCED, READ, PASSED, ADOPTED at a regular meeting of the Town of Eagle Town Council held on the 8<sup>th</sup> day of December, 2020.

TOWN OF EAGLE, COLORADO

By:

  
\_\_\_\_\_  
Scott Turnipseed, Mayor

ATTEST:

  
\_\_\_\_\_  
Jenny Rakow, CMC  
Town Clerk



**TOWN OF EAGLE, COLORADO**  
**ORDINANCE NO. 2**  
**(Series of 2021)**

AN ORDINANCE REAPPROPRIATING FUNDS TO THE VARIOUS FUNDS AND SPENDING AGENCIES,  
IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW FOR THE TOWN OF EAGLE,  
COLORADO FOR THE 2020 BUDGET YEAR.

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUCIL OF THE TOWN OF EAGLE, COLORADO  
THAT:

Section 1. There be and hereby is appropriated out of the revenues of the Town of Eagle,  
Colorado for the fiscal year 2020 beginning January 1, 2020 and ending December 31, 2020, the sum  
of \$31,461,168 to be raised by taxation and otherwise, which sum is hereby divided and appropriated  
for the following purposes to wit:

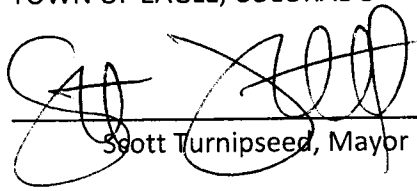
GENERAL FUND	
Operating Expenditures	\$ 7,122,666
Transfer to Other Funds	2,230,000
TOTAL GENERAL FUND	<u>\$9,352,666</u>
WATER FUND	
Operating Expenditures	\$ 1,645,345
Capitla Expenditures	14,401,220
Debt Service	1,273,569
Transfer to Other Funds	-
TOTAL WATER FUND	<u>\$ 17,320,134</u>
WASTE WATER FUND	
Operating Expenditures	\$ 1,451,106
Capital Expenditures	410,000
Debt Service	940,270
Transfer to Other Funds	-
TOTAL WASTE WATER FUND	<u>\$ 2,801,376</u>
REFUSE FUND	
Operating Expenditures	\$ 623,091
Capital Expenditures	-
Transfer to Other Funds	20,000
TOTAL REFUSE FUND	<u>\$ 643,091</u>
STORMWATER FUND	
Operating Expenditures	\$ -
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL STORMWATER FUND	<u>\$ -</u>

BROADBAND FUND	
Operating Expenditures	\$ -
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL BROADBAND FUND	<u>\$ -</u>
CAPITAL IMPROVEMENTS FUND	
Capital Expenditures	\$766,687
Transfer to Other Funds	95,641
TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$862,328</u>
SALES TAX CAPITAL IMPROVEMENT FUND	
Operating Expenditures	\$ 357,774
Capital Expenditures	16,686
Transfer to Other Funds	-
TOTAL SALES TAX CAPITAL IMPROVEMENT FUND	<u>\$ 374,460</u>
CONSERVATION TRUST FUND	
Operating Expenditures	\$ -
Transfer to Other Funds	-
TOTAL CONSERVATION TRUST FUND	<u>\$ -</u>
OPEN SPACE PRESERVATION FUND	
Operating Expenditures	\$ 97,113
Capital Expenditures	10,000
Transfer to Other Funds	-
TOTAL OPEN SPACE PRESERVATION FUND	<u>\$ 107,113</u>
GRAND TOTAL ALL FUNDS	<u>\$ 31,461,168</u>

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED at a regular meeting of the Town Council of the Town of Eagle, Colorado, held on January 26, 2021.

TOWN OF EAGLE, COLORADO

By:

  
 Scott Turnipseed, Mayor

ATTEST:

  
 Jenny Rakow, Town Clerk



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# Glossary/Acronyms

**Accrual Basis:** The basis of accounting under which revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, notwithstanding that the receipt of revenue or the payment of the expense may take place in whole or in part, in another accounting period.

**Administrative Fees:** An umbrella term for all fees and charges assessed by Town operations for services provided. Fees and charges are reviewed each year by the departments. Revisions may be recommended based on Town Council guidance, cost of services and other factors.

**Adopted Budget:** Budget amounts as originally approved by the Town Council at the beginning of the year and to the budget document which consolidates all beginning-of-the-year operating appropriations and new capital project appropriations.

**Amended Budget:** Budget which includes changes to the Adopted Budget that are approved by the Town Council and transfers within the authority of management.

**Appropriation:** An authorization of a specific amount of money made by the Town Council which permits the Town to incur obligations and to make expenditures of resources.

**Assessment Rate:** The rate established by the State Legislature, based on a State Constitutional Provision, which, when applied to the actual value of real and personal property, determines the assessed value of property. Residential assessment rates change every re-appraisal (odd) year to keep the residential property taxes generated statewide to 45% of all property taxes. The current residential assessment rate is set at 7.15%. All other properties (vacant land, commercial, agriculture, etc.) have a fixed 29% assessment rate.

**Assessed Valuation:** The value that is established for real or personal property by the County Assessor for the purpose of levying property taxes.

**Assets:** Resources owned or held by a government which have monetary value.

**Audit:** The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence.

**Balanced Budget:** A balanced budget according to State budget law is defined as one where expenditures are not more than available revenues plus beginning fund balances. A structurally balanced budget is one in which current ongoing expenditures do not exceed current ongoing revenues.



**Basis of Accounting:** A term used when revenues, expenditures, and transfers are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing and characterization of the measurements made, regardless of the nature of the measurement, on either the cash or accrual method.

**Bond:** A financial instrument issued by a government promising to return a previously determined interest rate at a specified date or dates in the future, and the amount of money (principal) borrowed.

**Budget:** The financial plan for a specified period of time (fiscal year) that balances projected revenues and fund balance appropriations to estimated expenditures and operating transfer obligations.

**Budget Transfer:** A transfer of funds from one fund to another. Funds cannot be transferred between funds without the Town Council approval.

**Capital Budget:** The budget for capital outlay in the Capital Fund.

**Capital Expenditure:** An expenditure greater than \$5,000 for acquiring or constructing land, buildings, machinery, equipment, and improvements to these items with a useful life of greater than one (1) year, including all related costs to bring the item to a state of usefulness. In the case of improvements, the expenditure must extend the useful life of the item or significantly increase its value.

**Capital Improvement Plan (CIP):** The annual capital budgeting process that develops a multi-year capital budget.

**Capital Outlay:** Represents expenditures, which result in the acquisition or addition to the Towns capital assets.

**Capital Projects:** Major, non-recurring projects that have a purpose of acquiring, building or maintaining assets such as buildings, facilities, infrastructure and roadways.

**Cash Accounting:** a basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

**CIRSA:** (Colorado Intergovernmental Risk Sharing Agency) is a municipal self-insurance pool dedicated to providing Colorado public entities with risk management coverage and resources.

**Contract Service:** Expenses that are usually incurred by entering into a formal agreement or contract with another party. Examples include architectural services and consultants.

**Contributions:** Funds derived from outside sources through agreements with another party.

**Debt Service:** The payment of principal, interest and bond reserve requirements on borrowed funds such as bonds.

**Debt Service Fund:** These funds are used to account for the principal, interest and the bond reserve requirements on borrowing funds such as bond issues.

**Department:** a major administrative division of the Town which has overall management responsibility for an operation or a group of related operations within a functional area.

**Depreciation:** The allocation of the estimated cost of the expiration in the service life of capital assets attributable to wear and tear over the useful life of permanent structures, vehicles, equipment and infrastructure.

**Employee:** An authorized, budgeted position, which is included in the Town Pay Plan.

**Enterprise Funds:** Used to account for operations that are financed and operated similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The Towns Enterprise Funds are the Water Fund, Waste Water Fund, and Refuse Fund.

**Expenditure:** Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received, or services rendered, whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payment for the above purposes are made.

**Expenses:** Charges incurred, whether paid or unpaid, for operation, maintenance, interest and other charges which benefit the current fiscal period.

**Fees:** A general term used for any charge levied by a government associated with providing a service, permitting an activity, or imposing a fine or penalty.

**Fiscal Year:** The time period designated by the Town signifying the beginning and ending period for recording financial transactions. The Towns fiscal year is the calendar year January 1 through December 31.

**Fiscal Year Spending:** Defined by the Taxpayer's Bill of Rights (TABOR Amendment) as all district expenditures and reserve increases except, as to both, those for refunds made in the current or next fiscal year of those from gifts, federal funds, collections for another government, pension contributions by employees, and pension fund earnings, reserve transfers or expenditures, damage awards, or property sales.

**Fringe Benefits:** These include social security, retirement, group health, dental, life and disability insurance.

**Full-Time Equivalent Value (FTE):** The FTE value is based on the number of hours per week an employee works. Generally, an employee who works 40 hours per week is considered as one (1) FTE.

**Fund:** An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or governmental functions.

**Fund Balance/Fund Equity:** The difference between assets and liabilities.

**GAAP (Generally Accepted Accounting Principles):** Standards for financial accounting and reporting as primarily defined by the Government Accounting Standards Board.

**GASB (Governmental Accounting Standards Board):** The authoritative accounting and financial reporting standard-setting body for governmental entities.

**General Fund:** The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in other funds. General Fund revenues include sales tax, property taxes, licenses and permits, intergovernmental and other types of revenue. This fund accounts for most of the basic operating services including general government, general administration, community development, streets, engineering, buildings and grounds, public safety, municipal court, information center, and marketing and events.

**General Obligation Bond:** Bonds which the full faith and credit of the issuing government are pledged for payment.

**Goal:** A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

**Governmental Funds:** Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

**Grants:** Contributions or gifts of cash or other assets from another government or agency to be used or expended for a specified purpose or activity.

**Highway User Tax Fund (HUTF) -** Revenue that is derived from the state gasoline tax, and restricted for Road and Bridge activities. The State of Colorado allocates HUTF revenue to various local governments based on a formula established by law.

**Home Rule:** Statutory and constitutional provisions which allow municipalities to exercise powers of local self-government such as the administration and collection of local taxes. The Town of Eagle is a home rule town.

**Infrastructure:** Facilities on which the continuance and growth of a community depend, such as streets.

**Interfund Transfers:** Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated to expend in the funds receiving the transfer.

**Intergovernmental Revenue:** Revenue for other governments (i.e. County, State, Federal) in the form of grants, entitlements, or shared revenues.

**Internal Service Funds:** Funds that account for goods or services provided to other Town departments or agencies with the intention of recovering the full cost of the service.

**Levy:** To impose taxes or service charges for the support of Town activities.

**Line Item Budget:** A traditional approach to budgeting which categorizes expenditures and revenues in detail itemized by object for items such as salaries, supplies and services.

**Long Term Debt:** Debt with a maturity of more than one year after the date of issuance.

**Maturity:** The date on which the principal or stated value of investments or debt obligations are due and may be reclaimed.

**Mill Levy (Tax Rate):** The tax rate on real property, based on 1 mill equals \$1 per \$1,000 of assessed property value.

**Modified Accrual Accounting:** A basis of accounting in which the revenue is recorded when susceptible to accrual i.e. both measurable and available within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term obligations are recorded when the liability is incurred or the long-term obligation paid.

**Objectives:** A method to accomplish an established goal.

**Operating Budget:** The expenditure plan for continuing every-day expenditures such as personnel, purchased services, operating and maintenance and operating capital.

**Operating Expense:** Those costs other than expenses for salaries, wages and fixed assets which are necessary to support the primary services of the organization. For example, office supplies, printing, internet and phone, heating, and repair and maintenance services.

**Ordinance:** A formal legislative enactment by the Council. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the Town.

**Personnel Services:** Salaries, wages, federal and state withholding, and fringe benefits such as insurance and retirement.

**Property Tax:** A tax which is levied on both real and personal property according to that property's valuation, assessment rate and mill levy.

**Proposed Budget:** The recommended Town budget submitted by the Town Manager and Staff to the Town Council by October 15<sup>th</sup> of each fiscal year.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds. The Town only has enterprise funds.

**Resolution:** A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

**Restricted Funds:** The portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Revised Budget:** Most recent estimate of revenue and expenditures including additional appropriations made throughout the year and encumbrances carried over from the prior year.

**Revenue:** Funds the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants and interest income.

**Special Revenue Funds:** These funds are used to account for specific revenues that are legally restricted for particular purposes. These funds include the Conservation Trust Fund and Open Space Preservation Fund.

**Statutory Town:** Operates under Title 31 of the Colorado Revised Statutes. Statutory towns have an elected Mayor and board of trustees composed of the mayor and additional members elected at large. The Town is no longer a statutory Town beginning in 2020.

**Supplemental Appropriation:** An appropriation by the Town Council when there is a need to transfer budgeted and appropriated monies from one or more spending agencies in a fund to one or more spending agencies in another fund, or to transfer budgeted and appropriated monies between spending agencies within a fund, or if, during the fiscal year, the governing body or any spending agency of such local government received unanticipated revenue or revenues not assured at the time of the adoption of the budget.

**TABOR (Taxpayer's Bill of Rights)** – An amendment to the Colorado Constitution approved by the voters in November 1992. The Taxpayer's Bill of Rights has been incorporated in the State Constitution as Section 20 of Article X. The amendment limits growth in both state and local government revenue and expenditures, makes provision for annual elections, and requires voter approval for tax increases.

**TABOR Reserve:** Term applied to a reserve which is required by the TABOR Amendment. Starting in 1995 this reserve is 3% of "Fiscal Year Spending" excluding bonded debt service. This reserve is for use in declared emergencies only.

**Town Council** – Governing body of the Town of Eagle which includes seven elected members including the Mayor.

**Transfers:** Legally authorized intra-town transfers of appropriations from one Town fund to another Town fund. Revenue and expenditures are accounted for in both funds.

**Unappropriated Reserves:** Fund balances available at the close of the preceding year which are not appropriated in the annual budget.

**Unassigned Funds:** The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

## Acronyms:

Article X, Section 20	– of the Taxpayer's Bill of Rights of Colorado
CIRSA	- Colorado Intergovernmental Risk Sharing Agency
CPI	– Consumer Price Index
DUI Enforcement	– Driving Under the Influence
G.A.	– General Administration
GAAP	– Generally Accepted Accounting Principles
GASB	– Governmental Accounting Standards Board
IGA	– Intergovernmental Agreement
LEAF grant	– Law Enforcement Assistance Funds
MEAC	– Marketing & Events Advisory Committee
MGD	- Million gallons per Day

PW	– Public Works
PY	– Prior Year
TABOR	– Taxpayer’s Bill of Rights
YE	– Yearend