

# TOWN OF EAGLE

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## ANNUAL BUDGET 2022



February 8, 2022





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## **TOWN OFFICIALS**

### **TOWN COUNCIL**

Scott Turnipseed, Mayor

Mikel "Pappy" Kerst, Mayor Pro-tem  
Sarah Parrish  
Janet Bartnik

Geoffrey Grimmer  
Ellen Bodenhemier  
Nick Sunday

### **TOWN COUNCIL APPOINTED OFFICIALS**

Brandy Reitter, Town Manager                    Matt Mire, Town Attorney  
Erik Johnson, Municipal Court Judge

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# Town of Eagle Organizational Chart



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December 14, 2021

Honorable Mayor and Members of the Town Council:

The 2022 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 in 2021 are up around 18% over 2020. In 2022, the Town is proposing a conservative 6% in projected sales tax collections for 2022. This represents a \$477,376 increase over last year. Overall revenue in the General Fund will increase by \$765,907 over 2021. The Town expects to see an increase in revenues from licenses and permits but will amend the budget as fees are realized. This is a result of the recent approvals of major and minor developments that will start construction in 2022. The total revenues for the General Fund are \$15,872,682 which represents a 5% increase over last year.

The real estate market is strong in the region and the values of residential and commercial properties are at an all-time high. The Town projects a 10% increase in property tax collections over 2021. This equates to an increase of \$36,285 totaling \$389,427 for the year. Other taxes will remain flat for 2022.

In 2021, the Town's position was conservative due to the COVID-19 global pandemic. The economic recovery is ongoing. The Town weathered an unpredictable environment and has emerged strongly compared to 2020 and 2021. The Town made significant investments in 2021 to support local businesses. Eagle Bucks pumped nearly \$100,000 into the local economy along with the conclusion of the Be our Guest Program that helped businesses expand their operations into public spaces to negate capacity restrictions.

In 2022, the Town is in a great position and will transition from a pandemic recovery to a proactive business-friendly economic environment.

#### **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 2022.

- Downtown Development Authority (DDA) – The voters recently approved a DDA in 2020 to support revitalization in Eagle's historic downtown. In 2021, the DDA will ask voters to authorize

up to \$27,000,000 to go towards improvements and investments in the downtown. The Town will also provide \$50,000 in funding support to complete elements of the DDA work plan.

- Public Art and Beautification Gateway Project – In 2022, the Town will combine the installation of a public art mural wall and landscaping along the eastside of the Eby Creek Road roundabouts. This will create an inviting gateway into the Town of Eagle.
- Broadband – Town invested in broadband in 2021 by constructing a telecommunications hut at Public Works and extended fiber along Chambers Rd. This expanded access for the Town to begin subscribing to customers. In 2022, if the Town will focus on expanding middle mile broadband within the community.
- Regional Transit Authority (RTA) – The Town will become a funding partner and participate in the RTA technical advisory committee if the RTA ballot measure is successful in 2021. This initiative establishes the RTA and consolidates and expands transit options in the region.
- Housing Strategies – The Town continues to partner with Eagle County on the West Eagle Housing project. In 2021, the stakeholder committee will finalize the developer selection and move forward with planning the project in 2022. Community Development applied for a grant to develop an affordable housing strategy for the Town of Eagle. This project will begin in 2022 and the organization will include recommendations in the rewrite of the development code.
- Technology and Outdoor Recreation Assessment – The Town kicked this project off in 2021 in partnership with CU Boulder. Phase 1 of the plan will be completed in 2022. The scope of the project includes a market assessment and recommendations for how the Town can retain and attract businesses in the outdoor industry.
- Town-Wide Economic Development Strategy – In 2021, the Town Council approved funds for a town-wide economic development strategy. The Economic Vitality Committee will work with the consultant to complete the plan in 2022.
- Quality of Life Initiative Polling – In 2022, the Town will conduct polling to assess the public's desire to fund projects like Grand Avenue, open space, trails, and capital improvements. This information will help the Town decide if it would like to move forward with a ballot measure in 2023.
- Wayfinding and Branding – The Town will invest in establishing a brand and creating a wayfinding sign plan.

#### **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 2022:

- Rewrite of the Land Use Code – In 2021, the Town switch gears and contracted with Clarion to kick off the rewrite of the development code. In 2022, the document will be completed along with revisions to the sign code.

- Highway 6/Grand Avenue Corridor Plan – The Town kicked off this project in 2020 and it will take approximately 18 months to complete. In 2021, the consultant team and stakeholder committee completed phases one and two of the project and successfully revealed a concept plan to the public. In 2022, the concept plan will be completed, and the Town will identify funding strategies for the plan.
- Open Space & Trails Master Plan – This initiative will be completed in 2021. In 2022, the Town will start to implement the recommendations identified in the plan.

#### **Administrative Initiatives**

In 2021, the Town created for the first time an Information Technology Department with staff dedicated full-time to the operation. Previously, IT was contracted out with limited support to the organization. This was an important step and as a result, the Town will see improvements in security, efficiencies, and innovation. In 2022, the organization is proposing the following projects:

- Network Improvements – The Town does not have connectivity to the network for its facilities. This is one of the major reasons why the organization has struggled to improve its internal IT functions and process. In 2022, the organization is proposing to connect its facilities to the network via THOR. This will also include a complete overhaul of the networks at each of its facilities.
- Security Cameras – As a result of network improvements, the organization is proposing to install security cameras at facilities that are constantly plagued by vandalism.
- Virtual Servers – The Town will invest in new servers that are beyond their useful life. The oldest server was installed in 2012 and is obsolete. Virtual servers are necessary to expand the capacity of the network and improve cyber security.

#### **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 2022, the Town is planning to work on the following projects:

- The newly created stormwater management enterprise fund has enough revenue to pay for projects. In 2022, the Town will invest \$50,000 in a stormwater assessment to identify projects to maintain and improve infrastructure.
- Capital Improvement Identification Planning – In 2022, the Town will hire a consultant to improve the CIP and develop a 10-year plan. The 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 2022, the Town will resurface Chambers Avenue along Swatch Road, Marmot Lane, Pond Road, and Eby Creek Road near Pond Road.

- Cemetery Tank Replacement – The Town completed the design of the Cemetery Tank and will begin the construction process in 2022. The project will likely continue into 2023. The Town plans to install telecommunication towers on the site for high-speed internet and phone services.

### **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 the Town is making improvements in this area:

- Police Department Equipment and Fleet Upgrades – The Town will continue the replacement cycle for patrol cars. In 2022, staff will replace two cars and add vehicles for the School Resource Officer and the Detective.
- Brush Creek Park Playground Equipment Replacement – The existing equipment at 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 2022, the Town will complete a design for a new play structure and apply for a GOCO grant to replace the equipment 2022.

### **Sustainability and Conservation**

In 2021, the Town Council adopted a net-zero carbon emissions policy which established goals for the organization to achieve. In 2022, the Town will fund strategies to save money and improve the environment. Those projects are listed below:

- Net-Zero Carbon Emissions Assessment – In 2022, the Town will initiate an assessment to establish a baseline for carbon emissions and develop strategies to achieve net-zero goals.
- Electric Vehicle Charging Stations – To begin the process of converting fleet to electric, the Town will install EV stations at Public Works, Town Hall, and the Eagle River Park.
- Adam Palmer Fund – In 2021, we lost Adam Palmer and Andy Jessen in an avalanche. Adam was a supporter of sustainability and spent most of his time dedicated to these efforts. Andy was also supportive. In 2022, the Town will set up the Palmer Fund in partnership with the Eagle Valley Community Fund to raise money for sustainability projects in the community.
- Colorado Energy Office Partnership – In 2021, the Town Council approved a partnership with the Colorado Energy Office and Yearout to apply for grants and to implement sustainability projects in the water and wastewater facilities. Improvements include upgrades to meters, equipment, and installation of PVC systems and other solar projects.

### **Structural and Organizational Changes**

The Town is proposing a few changes to departments, staffing, and funds. In 2021, the organization experienced prolonged vacancies and struggle to fill positions. Once filled, the organization continues to struggle with keeping up with the growth the Town is experiencing. To ensure that we maintain a positive organizational culture, the Town has proposed making investments in the workforce in 2022. These investments include:

- Staff Changes – The Town continues to build capacity. The organization went from 66 positions in 2021 to 74 in 2022. The organization will hire 8 FTE which will increase the ability to provide improved levels of service. The proposed budget includes the following positions:
  - Police – School Resource Officer
  - Police - Detective
  - Public Works – Streets Maintenance Technician
  - Public Works – Building & Grounds Technician
  - Public Works – Water Operator A
  - Finance/HR – Administrative Technician
  - Administration – Communications & Marketing Specialist
  - Administration – Economic Development Specialist
  - Community Development – Plans Examiner/Inspector
- Pay Plan – Human resources completed a comprehensive assessment of wages and grades of the pay plan for 2022. This resulted in making several market adjustments. The average market adjustments are between 5% - 6% and the projected merit pool will be 2% - 3%.

The Town is proposing a restructure in Special Events and plans on moving the Information Center under the Assistant Town Manager. The proposed budget adds two new programs to the organization. For the first time, the Town will have dedicated programs for communications/marketing and economic development.

#### **Insurance & Benefits**

In 2021, the Town invested significant resources to enrich healthcare and retirement plans for employees. In 2022, the proposed budget will keep the benefits the same. The Town will see a 7.5% increase in healthcare costs. The administration is proposing to have the Town cover these costs so that employees can receive 100% of the benefit of the proposed market adjustments and merit pool.

#### **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 2022 budget reflects new economic investments that will pay off over time. It is our goal to become a standard-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 2022 budget was a collaboration between all departments and elected officials. Thanks to the entire team for their efforts.

Respectfully submitted,



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:

			
Sustainable Finances and Increasing Efficiency	Transparency and Community Engagement	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		

\* 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.



## **2022 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 received and expenditures made to meet approved objectives.

## **2022 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.

## **2022 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 reviewed 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:**

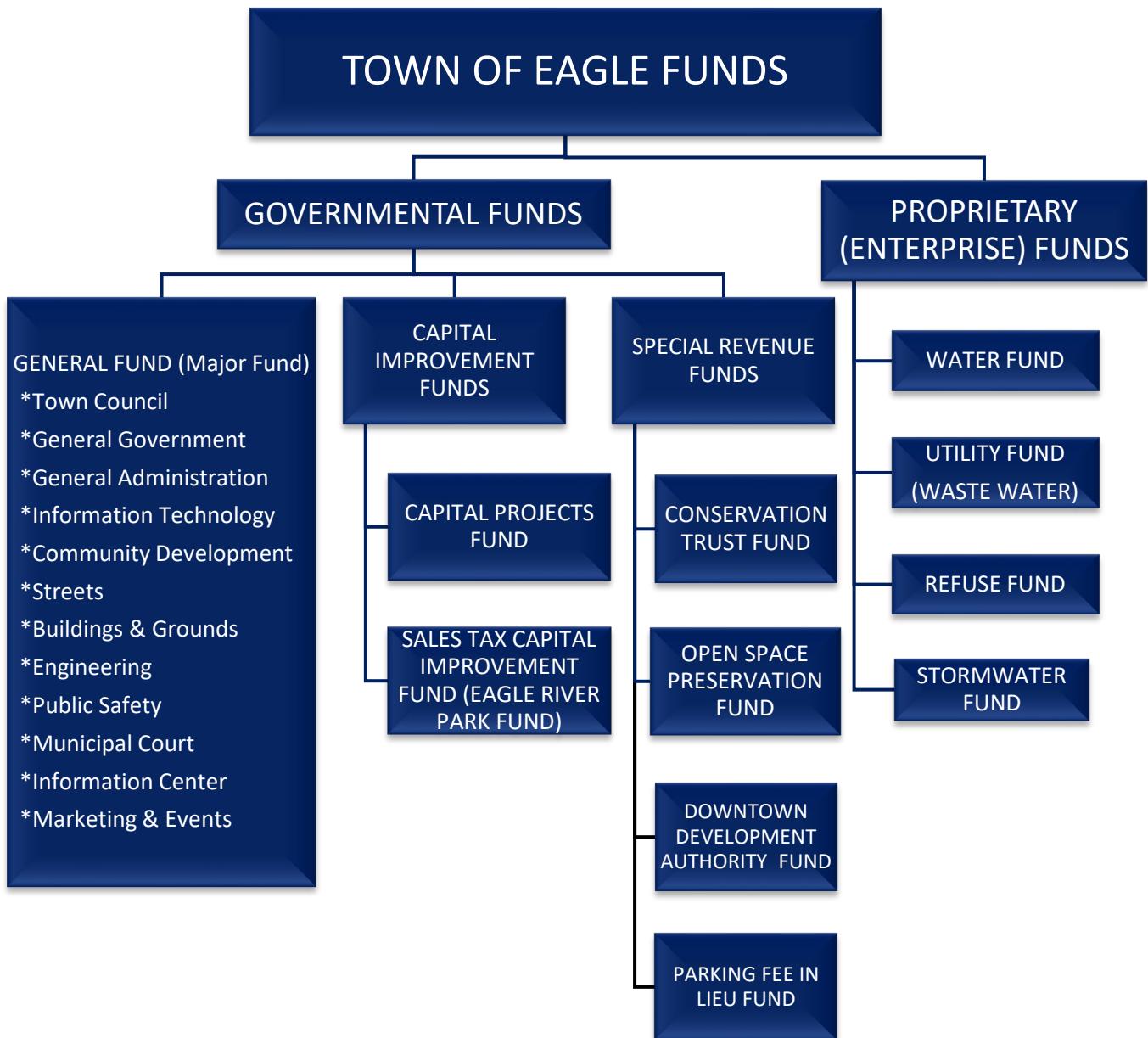
Amendments to the original budget that alter the total revenues, expenses or reserves of any fund must be approved by the Town Council. If the Town Manager, in consultation with the Finance Director, certifies that there are available projected revenues for appropriations in excess of those estimated 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 - 2023 BUDGET CALENDAR	
<b>January</b>	Start of Fiscal Year; begin planning for 2023 budget A certified copy of the 2022 adopted budget must be filed with the Division by January 31st (C.R.S 29-1-113(1))
<b>February</b>	Review 2023 budget plan with Town Manager
<b>March</b>	Continue planning for 2023 Budget Cycle
<b>April</b>	Continue planning for 2023 Budget Cycle Plan for 2022-2026 Capital Improvement Plan (CIP)
<b>May</b>	Initiate development of 2023 Compensation Plan Budget Training/Instructions Department Heads to discuss major topics in preparation for Spring Retreat
<b>June</b>	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))
<b>July</b>	Departments submit 2023 Operational Budget requests Departments submit project requests for Five Year CIP Meet with departments to review CIP requests Personnel Requests and Reallocation 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))
<b>August</b>	Assessors certify total new assessed and actual values for property tax revenues Review and Finalize revenue projections and fixed costs 2023 Fee changes submitted to General Admin Revision and proofing of budget book by Finance and Departments
<b>September</b>	First Draft of 2022 Draft Budget for Town Manager Review 2023 proposed fee revisions Work Sessions on Operating Budget and Capital Improvement Projects with Council
<b>October</b>	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 Trustees (Statutory requirement – deliver budget to Council no later than October 15 (CRS 29-1-106))
<b>November</b>	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
<b>December</b>	Adoption of 2023 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.

Downtown Development Authority Fund – accounts for tax revenue received within the Downtown District to fund improvements in the downtown that increase economic vitality for the businesses and residents located in the district.

Parking Fee in Lieu Fund – accounts for operating and capital parking fee in lieu revenue collected from developers within the Parking Fee In-Lieu Program Boundary. The fees are voluntary in nature meaning, a developer or owner will have the option to pay a fee if they choose not to provide all or a portion of the required parking spaces on-sit as required by the Town’s parking regulations. All funds collected will be used to conduct parking studies or evaluations, construct parking facilities, operate and maintain parking facilities, and administrative services related to parking, all within the Program Boundary.

**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.

*Utility Fund* – accounts for activities related to the sewage treatment facilities and sewage transmission lines and potential future Town Broadband activities related to providing fixed and wireless broadband internet access to the residents of the Town.

*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**

	<u>2020 ACTUAL</u>	<u>2021 BUDGET</u>	<u>2021 REVISED</u>	<u>2022 BUDGET</u>
<b>GENERAL FUND:</b>				
BEGINNING FUND BALANCE	\$ 4,445,370	\$ 4,052,698	\$ 4,893,512	\$ 4,953,416
REVENUES	9,100,817	8,735,227	9,893,898	10,425,852
TRANSFERS-IN FROM OTHER FUNDS	115,641	20,000	20,000	190,134
EXPENDITURES	(6,538,315)	(8,194,150)	(7,663,994)	(10,604,591)
TRANSFERS-OUT TO OTHER FUNDS	(2,230,000)	(2,050,000)	(2,190,000)	(150,000)
ENDING FUND BALANCE	\$ 4,893,512	\$ 2,563,775	\$ 4,953,416	\$ 4,814,812
<b>WATER FUND:</b>				
BEGINNING FUND BALANCE	\$ 24,360,097	\$ 13,245,133	\$ 15,949,480	\$ 14,362,649
REVENUES	6,455,582	5,177,020	5,033,063	5,215,061
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(14,866,200)	(8,414,471)	(6,619,894)	(9,629,190)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	(89,473)
ENDING FUND BALANCE	\$ 15,949,480	\$ 10,007,682	\$ 14,362,649	\$ 9,859,047
<b>WASTE WATER FUND:</b>				
BEGINNING FUND BALANCE	\$ 6,362,271	\$ 6,867,711	\$ 7,143,385	\$ 8,145,906
REVENUES	3,352,234	3,691,000	3,683,000	3,491,530
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(2,571,121)	(2,653,828)	(2,680,479)	(3,472,371)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	(64,806)
ENDING FUND BALANCE	\$ 7,143,385	\$ 7,904,883	\$ 8,145,906	\$ 8,100,259
<b>REFUSE FUND:</b>				
BEGINNING FUND BALANCE	\$ 255,570	\$ 233,307	\$ 256,059	\$ 262,028
REVENUES	623,357	667,750	667,412	684,914
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(602,868)	(640,899)	(641,443)	(661,625)
TRANSFERS-OUT TO OTHER FUNDS	(20,000)	(20,000)	(20,000)	(20,000)
ENDING FUND BALANCE	\$ 256,059	\$ 240,158	\$ 262,028	\$ 265,317
<b>STORMWATER FUND:</b>				
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ 83,703
REVENUES	-	106,000	90,000	90,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	(106,000)	(6,297)	(89,466)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ 83,703	\$ 84,237

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

**2020 ACTUAL**    **2021 BUDGET**    **2021 REVISED**    **2022 BUDGET**

**CAPITAL IMPROVEMENTS FUND:**

BEGINNING FUND BALANCE	\$ 5,024,966	\$ 6,854,522	\$ 6,975,140	\$ 8,159,511
REVENUES	533,124	1,169,250	1,090,056	873,853
TRANSFERS-IN FROM OTHER FUNDS	2,230,000	1,890,000	1,890,000	-
EXPENDITURES	(717,309)	(2,181,082)	(1,795,685)	(2,352,070)
TRANSFERS-OUT TO OTHER FUNDS	(95,641)	-	-	-
ENDING FUND BALANCE	\$ 6,975,140	\$ 7,732,690	\$ 8,159,511	\$ 6,681,294

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

BEGINNING FUND BALANCE	\$ 709,163	\$ 1,040,953	\$ 1,096,745	\$ 1,436,872
REVENUES	749,455	725,200	863,923	859,180
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(361,873)	(567,976)	(523,796)	(1,017,305)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 1,096,745	\$ 1,198,177	\$ 1,436,872	\$ 1,278,747

**CONSERVATION TRUST FUND:**

BEGINNING FUND BALANCE	\$ 75,692	\$ 110,117	\$ 112,040	\$ 114,320
REVENUES	36,348	32,300	38,070	36,120
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	(30,000)	(35,790)	(25,000)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ 112,040	\$ 112,417	\$ 114,320	\$ 125,440

**OPEN SPACE PRESERVATION FUND:**

BEGINNING FUND BALANCE	\$ 325,989	\$ 294,876	\$ 359,736	\$ 625,350
REVENUES	113,900	93,580	200,250	195,903
TRANSFERS-IN FROM OTHER FUNDS	-	150,000	300,000	150,000
EXPENDITURES	(80,153)	(238,770)	(234,636)	(457,225)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	(15,855)
ENDING FUND BALANCE	\$ 359,735	\$ 299,686	\$ 625,350	\$ 498,173

**DOWNTOWN DEVELOPMENT AUTHORITY FUND:**

BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
REVENUES	-	-	-	-
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	-	-	-
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -

**PARKING FEE IN LIEU FUND:**

BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
REVENUES	-	-	-	-
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	-	-	-
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -

**TOTAL - ALL FUNDS:**

BEGINNING FUND BALANCE	\$ 41,559,118	\$ 32,699,317	\$ 36,786,097	\$ 38,143,755
REVENUES	20,964,816	20,397,327	21,559,672	21,872,413
TRANSFERS-IN FROM OTHER FUNDS	2,345,641	2,060,000	2,210,000	340,134
EXPENDITURES	(25,737,839)	(23,027,176)	(20,202,014)	(28,308,843)
TRANSFERS-OUT TO OTHER FUNDS	(2,345,641)	(2,070,000)	(2,210,000)	(340,134)
ENDING FUND BALANCE	\$ 36,786,096	\$ 30,059,468	\$ 38,143,755	\$ 31,707,324

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## GENERAL FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
RESTRICTED FOR: TABOR RESERVE	\$ 190,500	\$ 208,091	\$ 211,500	\$ 233,160	10%	\$ 21,660
NON-SPENDABLE: <sup>1</sup>	223,825	219,000	204,677	219,000	7%	14,323
UNASSIGNED FUND BALANCE:	4,031,045	3,625,607	4,477,335	4,501,257	1%	23,921
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 4,445,370</b>	<b>\$ 4,052,698</b>	<b>\$ 4,893,512</b>	<b>\$ 4,953,416</b>	<b>1%</b>	<b>\$ 59,904</b>
<b>REVENUE</b>						
Taxes	7,135,938	7,322,242	8,465,593	8,939,054	6%	473,461
Licenses and Permits	401,892	467,740	396,940	397,940	0%	1,000
Intergovernmental Revenue	698,102	574,045	675,355	717,433	6%	42,078
Charges for Services	190,980	233,100	228,000	232,000	2%	4,000
Fines & Forfeitures	75,493	94,000	89,310	95,425	7%	6,115
Misc. Revenues	598,411	44,100	38,700	44,000	14%	5,300
Transfers from Other Funds						
From Water	-	-	-	89,473	-	89,473
From Wastewater	-	-	-	64,806	-	64,806
From Refuse	20,000	20,000	20,000	20,000	0%	-
From Capital Improvements	95,641	-	-	-	-	-
From Open Space	-	-	-	15,855	-	15,855
<b>TOTAL REVENUE</b>	<b>\$ 9,216,458</b>	<b>\$ 8,755,227</b>	<b>\$ 9,913,898</b>	<b>\$ 10,615,986</b>	<b>7%</b>	<b>\$ 702,088</b>
<b>TOTAL SOURCES</b>	<b>\$ 13,661,828</b>	<b>\$ 12,807,925</b>	<b>\$ 14,807,410</b>	<b>\$ 15,569,402</b>	<b>5%</b>	<b>\$ 761,992</b>
<b>EXPENDITURES</b>						
Town Council	138,965	307,918	347,985	240,383	-31%	(107,602)
General Government	422,110	452,757	474,716	659,898	39%	185,182
General Administration	597,749	789,256	731,084	965,020	32%	233,936
Information Technology	-	-	-	725,913	-	725,913
Community Development	817,929	1,109,557	1,043,391	1,429,105	37%	385,714
Streets	1,518,842	1,610,074	1,341,358	1,807,948	35%	466,590
Engineering	206,710	294,525	248,753	341,317	37%	92,564
Buildings & Grounds	694,267	940,702	843,141	1,146,109	36%	302,968
Public Safety	1,872,276	2,174,667	2,130,787	2,705,097	27%	574,310
Municipal Court	68,576	83,586	81,046	81,180	0%	134
Information Center	30,620	50,794	42,442	47,910	13%	5,468
Marketing & Events	170,270	380,314	379,291	454,711	20%	75,420
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,538,315</b>	<b>\$ 8,194,150</b>	<b>\$ 7,663,994</b>	<b>\$ 10,604,591</b>	<b>38%</b>	<b>\$ 2,940,597</b>
<b>TRANSFERS TO OTHER FUNDS</b>						
Transfer to Open Space Fund	-	150,000	300,000	150,000	-50%	(150,000)
Transfer to DDA Fund	-	-	-	-	-	-
Transfer to Capital Improvements Fund	2,230,000	1,900,000	1,890,000	-	-100%	(1,890,000)
<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	<b>\$ 2,230,000</b>	<b>\$ 2,050,000</b>	<b>\$ 2,190,000</b>	<b>\$ 150,000</b>	<b>-93%</b>	<b>\$ (2,040,000)</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 8,768,315</b>	<b>\$ 10,244,150</b>	<b>\$ 9,853,994</b>	<b>\$ 10,754,591</b>	<b>9%</b>	<b>\$ 900,597</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 448,142</b>	<b>\$ (1,488,923)</b>	<b>\$ 59,904</b>	<b>\$ (138,605)</b>	<b>-331%</b>	<b>\$ (198,509)</b>
<b>FUND BALANCES (Ending):</b>						
RESTRICTED FOR: TABOR RESERVE	211,500	244,685	233,160	316,698	36%	83,538
NON-SPENDABLE: <sup>1</sup>	204,677	219,000	219,000	219,000	0%	-
UNASSIGNED FUND BALANCE:	4,477,335	2,100,091	4,501,257	4,279,114 <sup>2</sup>	-5%	(222,143)
<b>TOTAL FUND BALANCES (Ending)</b>	<b>\$ 4,893,512</b>	<b>\$ 2,563,775</b>	<b>\$ 4,953,416</b>	<b>\$ 4,814,812</b>	<b>-3%</b>	<b>\$ (138,605)</b>

<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 2022 budgeted unassigned fund balance is 40.35% of total expenditures not including transfers to other funds

Note:

**GENERAL FUND  
REVENUE SOURCES**

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>TAXES</b>						
10-431-10 General Property Tax	\$ 335,665	\$ 353,142	\$ 353,142	\$ 385,512	9%	\$ 32,370
10-431-20 Specific Ownership Tax	16,701	16,500	20,000	20,000	0%	\$ -
10-431-30/31 Sales Tax	6,457,304	6,658,000	7,691,851	8,117,242	6%	425,391
10-431-44 Severance Tax	516	350	350	350	0%	-
10-431-45 Federal Mineral Tax	261	250	250	250	0%	-
10-431-50 Franchise Tax	223,192	210,000	210,000	220,000	5%	10,000
10-431-60 Marketing Lodging Tax	102,298	84,000	190,000	195,700	3%	5,700
<b>TOTAL TAXES</b>	<b>\$ 7,135,938</b>	<b>\$ 7,322,242</b>	<b>\$ 8,465,593</b>	<b>\$ 8,939,054</b>	<b>6%</b>	<b>\$ 473,461</b>
<b>LICENSES &amp; PERMITS</b>						
10-432-10 Business Licenses	\$ 30,880	\$ 32,000	\$ 43,000	\$ 44,000	2%	\$ 1,000
10-432-12 Liquor Licenses	5,250	4,800	4,800	4,800	0%	-
10-432-13 Marijuana Licenses	10,750	4,000	6,000	6,000	0%	-
10-432-15 Marketing Fee	6,000	5,240	5,240	5,240	0%	-
10-432-20 Building Permits	306,195	384,000	300,000	300,000	0%	-
10-432-27 Electrical Permits	33,667	34,000	30,000	30,000	0%	-
10-432-30 Road Cut Permits	8,050	2,800	7,000	7,000	0%	-
10-432-35 Sign Permits	1,000	650	650	650	0%	-
10-432-40 Special Event Permits	100	250	250	250	0%	-
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ 401,892</b>	<b>\$ 467,740</b>	<b>\$ 396,940</b>	<b>\$ 397,940</b>	<b>0%</b>	<b>\$ 1,000</b>
<b>INTERGOVERNMENTAL REVENUE</b>						
10-433-20 Motor Vehicle License Fee	\$ 32,391	\$ 31,000	\$ 31,000	\$ 31,000	0%	-
10-433-30 Highway Users Tax	221,263	223,545	234,355	258,459	10%	24,104
10-433-40 Cigarette Tax	6,283	-	-	-	-	-
10-433-60 Road & Bridge Tax	100,648	98,000	100,000	100,000	0%	-
10-433-70 County Sales Tax	189,790	196,500	218,000	231,000	6%	13,000
10-433-75 Grants	147,726	25,000	92,000	45,000	-51%	(47,000)
10-433-85 Intergovernmental Contributions	-	-	-	51,974	-	51,974
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>\$ 698,102</b>	<b>\$ 574,045</b>	<b>\$ 675,355</b>	<b>\$ 717,433</b>	<b>6%</b>	<b>\$ 42,078</b>
<b>CHARGES FOR SERVICES</b>						
10-434-10 Planning & Zoning Fees	\$ 17,500	\$ 26,000	\$ 23,000	\$ 23,000	0%	\$ -
10-434-20 Planning & Zoning Reimbursable	166,891	159,000	159,000	159,000	0%	-
10-434-25 Facility Usage Fees	6,589	16,100	40,000	40,000	0%	-
10-434-26 Facility Usage Deposits	-	-	-	-	-	-
10-434-30 Sponsorship & Event Fees	-	32,000	6,000	10,000	67%	4,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 190,980</b>	<b>\$ 233,100</b>	<b>\$ 228,000</b>	<b>\$ 232,000</b>	<b>2%</b>	<b>\$ 4,000</b>
<b>FINES &amp; FORFEITURES</b>						
10-435-10 Fines & Forfeits	\$ 41,421	\$ 41,500	\$ 37,000	\$ 40,000	8%	\$ 3,000
10-435-15 Police Surcharge	4,466	3,000	5,000	5,000	0%	-
10-435-20 Police Miscellaneous	2,139	1,500	5,000	3,500	-30%	(1,500)
10-435-25 Police Grants	20,156	19,000	9,310	7,925	-15%	(1,385)
10-435-30 Special Duty Reimbursable	7,312	29,000	33,000	39,000	18%	6,000
<b>TOTAL FINES &amp; FORFEITS</b>	<b>\$ 75,493</b>	<b>\$ 94,000</b>	<b>\$ 89,310</b>	<b>\$ 95,425</b>	<b>7%</b>	<b>\$ 6,115</b>

**GENERAL FUND  
REVENUE SOURCES**

		ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>MISCELLANEOUS REVENUE</b>							
10-436-10	General Interest	\$ 40,058	\$ 13,500	\$ 3,700	\$ 9,000	143%	\$ 5,300
10-436-17	Penalty & Interest	2,333	-	-	-	-	-
10-436-30	Contributions & Donations	10,166	-	-	-	-	-
10-436-40	Information Center Sales	7,075	-	-	-	-	-
10-436-42	Information Center Donations	45	-	-	-	-	-
10-436-45	Information Center Sales Tax	681	-	-	-	-	-
10-436-50	Rental Income	19,427	15,600	20,000	20,000	0%	-
10-436-70	Other Miscellaneous Revenue	19,893	15,000	15,000	15,000	0%	-
10-436-72	Sale of Fixed Assets	37,976	-	-	-	-	-
10-436-75	Service Charge	50	-	-	-	-	-
10-436-78	Insurance Proceeds	82,826	-	-	-	-	-
10-436-80	Reimbursable Revenue - Other	2,115	-	-	-	-	-
10-436-94	Impact Fees Administration Fees	766	-	-	-	-	-
10-436-95	Fee in Lieu - LERP	375,000	-	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>\$ 598,411</b>	<b>\$ 44,100</b>	<b>\$ 38,700</b>	<b>\$ 44,000</b>	<b>14%</b>	<b>\$ 5,300</b>
<b>TRANSFERS FROM OTHER FUNDS</b>							
10-437-20	Water - Computer Support	\$ -	\$ -	\$ -	\$ 89,473	-	\$ 89,473
10-437-30	Wastewater - Computer Support	-	-	-	64,806	-	64,806
10-437-40	General Admin. Refuse	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0%	-
10-437-31	Capital Improvements	95,641	-	-	-	-	-
10-437-80	Open Space - Computer Support	-	-	-	15,855	-	15,855
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>		<b>\$ 115,641</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 174,279</b>	<b>771%</b>	<b>\$ 154,279</b>
<b>TOTAL GENERAL FUND REVENUES</b>		<b>\$ 9,216,458</b>	<b>\$ 8,755,227</b>	<b>\$ 9,913,898</b>	<b>\$ 10,600,131</b>	<b>7%</b>	<b>\$ 686,233</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.

## 2021 ACCOMPLISHMENTS

- New and improved new council members orientation
- Implementation of monthly policy work sessions
- Approved major technology upgrades to the Town Council Chambers
- Supported regional effort to curb tobacco use of young people under the age of 21
- Established a Downtown Development Authority (DDA) \$27 million bond
- Adopted the East Eagle Sub-Area Plan and amended the West Eagle Plan
- Completed the Open Space and Trails Master Plan
- Completed the construction of the Lower Basin Water Treatment Plant (LBWTP).
- Complete the rate and tap fee study and finalize rates for the Wastewater Fund.

## 2022 GOALS/STRATEGIC PLAN ALIGNMENT

- Complete the net-zero sustainability strategy.
- Onboard new council members and participate complete an update to the strategic plan.
- Continue to support staff and all the work that they do.
- Participate in long-range planning efforts for the Town of Eagle.

## 2022 HIGHLIGHTS

The Town has accomplished major projects over the last few years. The Town completed 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. This document will help provide a governing framework and assist with the onboarding of new council members in the future.

FUND: GENERAL  
DEPT: TOWN COUNCIL

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 36,638	\$ 42,680	\$ 42,848	\$ 49,315	15%	\$ 6,467
SUPPLIES	229	200	200	-	-100%	(200)
CHARGES FOR SERVICES	17,946	29,798	39,100	16,250	-58%	(22,850)
DISCRETIONARY FUNDING	83,920	235,000	265,113	174,000	-34%	(91,113)
FIXED CHARGES	233	240	724	818	13%	94
<b>TOTAL EXPENDITURES</b>	<b>\$ 138,965</b>	<b>\$ 307,918</b>	<b>\$ 347,985</b>	<b>\$ 240,383</b>	<b>-31%</b>	<b>\$(107,602)</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.

### **2021 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 Development Authority workplan and successfully executed a \$27 million bond election for improvements in the district.
- Supported the Town Council through a difficult transition after the passing of Andy Jessen and Adam Palmer.
- Established a net-zero sustainability goal for the Town of Eagle.
- Completed the construction of Project THOR to bring municipal broadband to the community.
- Hired a new Director of Public Works and Special Events Manager.
- 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 rewrite of the development code.

### **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Facilitate the Grand Avenue Corridor Plan to create the vision for the western gateway of Eagle.
- Implement municipal broadband and partner with ISPs to increase high-speed internet options.
- Complete CU Assessment and Economic Development strategy.
- Construct the public art mural along Eby Creek Road.
- Build staffing capacity and establish a marketing and communications and economic development programs.

### **2022 HIGHLIGHTS**

In 2022, 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 complete this year like the Grand Avenue Corridor Plan and economic development plans. 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 2022, the administration's economic development strategies will focus on recovery and support for the local economy.

FUND: GENERAL  
DEPT: GENERAL GOVERNMENT

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 176,796	\$ 249,190	\$ 244,083	\$ 286,415	17%	\$ 42,332
SUPPLIES	17,445	4,800	4,800	800	-83%	(4,000)
CHARGES FOR SERVICES	209,327	179,668	206,734	351,101	70%	144,367
FIXED CHARGES	18,542	19,099	19,099	21,582	13%	2,483
<b>TOTAL EXPENDITURES</b>	<b>\$ 422,110</b>	<b>\$ 452,757</b>	<b>\$ 474,716</b>	<b>\$ 659,898</b>	<b>39%</b>	<b>\$185,182</b>

# Administration Department

## Finance

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### **DESCRIPTION**

The Finance Department supports the Town of Eagle citizens, Town Council, and staff by providing accurate and timely information and transaction processing. The Department is responsible for all accounting functions including cash receipting, utility billing, and other accounts receivables, processing and distribution of funds for accounts payable and payroll, budget preparation and monitoring, debt administration, cash management, fixed asset recording, financial record keeping and reporting, financial planning, and risk management.

### **2021 ACCOMPLISHMENTS**

- Received an unqualified audit report for the Town's 2020 Fiscal Year Audit
- Coordinated gathering of information for 2022 budget document.
- Implemented an activity code system for all Town Capital Improvement purchases.
- 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, fixed asset management policy and purchasing policy.
- Implemented retirement plan change from Edward Jones and ICMA-RC to Colorado Retirement Association through our payroll process.
- Implemented CEBT health insurance plan, including the Town's first high deductible health plan (HDHP) and health savings accounts (HSA) through payroll. Town went from one option to three options to provide increased options/benefits to our employees.
- Successful administration of Council's requested "Eagle Bucks Program".
- Worked with all departments to provide guidance and training for the Town's invoicing system, to ensure that we are reconciling to the general ledger and no departments are creating invoices outside of the Town's Wave invoicing system.
- Modified the Employee Home Ownership program to hopefully increase utilization of the funds.
- Finance staff completed process documentation/notifications for Real Estate Transfer Assessments (RETA) to have a process in place prior to collections.
- Implemented and trained staff on CivicRec software for facility rental and Event Permitting process, which will be rolled out for the beginning of 2022.
- Implemented and trained staff on MuniRevs software for Short Term Rental Licenses and collection of corresponding lodging tax which will be rolled out in December to begin licensing/collections starting January 2022.

### **2022 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 economic changes.
- Identify and implement process improvements.
- Review tobacco tax collection process currently through Eagle County IGA and assess whether to bring collections directly through the Town of Eagle.
- Continued development of policies and procedures that protect the Town and ensure compliance.
- Implement Caselle's electronic Accounts Payable Software, through Caselle Connect, for Staff's

invoice approval processes and electronic document storage.

- Continue to increase enrollment in online billing and payment for utility customers.
- Work with Managers and Departments to Implement the Asset Management Policy and Procedures to ensure fixed asset information is up to date and recorded in a timely manner.
- Work with Town Manager and Council to assist with any implementation of Broadband that the Council would like to move forward with
- Implement Downtown Development Authority debt service fund.
- Implement new IT department within the general fund.

## **2022 HIGHLIGHTS**

- In 2022, finance will be focused on process improvements and policy development that include accounts payable, payroll, fixed assets, and IT.
- Recruit and train new administrative position. This new position will allow for a further separation of duties in the department, create efficiencies in the accounts payable process, and allow for more in-depth financial planning, analysis, and policy creation.

# 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.

### **2021 ACCOMPLISHMENTS**

- November General Election for four councilmembers and DDA debt authorization (TABOR).
- Assist bars and restaurants with State Liquor Law changes due to public health orders.
- Updated code to allow for administrative approval of marijuana renewals.
- Updated code to allow for outdoor festival permits and communal outdoor dining areas to support local bars and restaurants.
- Updated business license software to Caselle. Transition to be complete for 2022 licensing.

### **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- 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 and track online sales and provide quarterly sales tax receipts for transparency and for the benefit of the organization and public.

### **2022 HIGHLIGHTS**

- Complete transition to Caselle for management of Business Licenses.
- Work with IT Manager on council room and town-wide IT improvements.

# Administration Department

## Human Resources

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### **DESCRIPTION**

Human Resources oversees all aspects of talent and risk management. This includes, but is not limited to, recruitment activities, compliance, record keeping, serving as Safety Coordinator, establishing and updating policies and procedures, maintaining and updating the Employee Handbook and Safety Manual; developing and updating job descriptions; developing an organizational development and culture communication program, compensation, employee classification, responding to employee concerns; and administration of employee benefits, worker's compensation and general liability claims.

### **2021 ACCOMPLISHMENTS**

- Continuous evaluation of pay plan, provided 2022 compensation recommendations, researched market data and analyzed existing practices.
- Heavy recruitment year resulted in 25 total openings, in comparison to 18 openings in 2020.
- 9 full time new hires, 1 part time new hire, 7 seasonal positions including 4 seasonal rehires:
  - IT Manager
  - Code Enforcement Specialist
  - Administrative Technician II – Community Development
  - Permit Technician
  - Utility Manager
  - Public Works Operations Manager
  - Police Officers – 3
  - Information Center Host - Part time
  - Open Space Trails Technician - Seasonal Rehire
  - Building and Grounds Maintenance Worker Seasonal - 4 New hires, 3 rehires
    - Pending open positions: Special Events Manager, Assistant Town Manager, Mechanic, Engineer I or II
- Updated employee policies for Tuition Reimbursement, Worker's Compensation, HFWA leave, Family Medical Leave of Absence and ADA Accommodation procedures.
- Managing 14 General Liability Claims and 7 Work comp Claims.
- Orchestrated health insurance renewal and premium cost share analysis for 2022 in preparation for open enrollment in November 2021.
- Wellness – Annual Onsite biometric testing and flu shots organized for November 2021.
- Attended Work Force Planning training to assist the town with development of a 5-year staffing plan.
- Planned All Employee Meeting & Training, recognized Employee of the Year for 2020 and 2021.

### **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Recommended Market Adjustments to better compete with regional competitive set.
- Focused on improving Standard Operating procedures for employee policies.
- Coordinate with Accounting to research and demo automated time-keeping and HRIS technology systems.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2020</b>	<b>BUDGET 2021</b>	<b>REVISED 2021</b>	<b>BUDGET 2022</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICES	\$ 392,398	\$ 525,384	\$ 469,662	\$ 653,160	39%	\$ 183,498
SUPPLIES	6,552	16,500	16,098	10,863	-33%	(5,235)
CHARGES FOR SERVICES	195,677	233,805	231,500	285,419	23%	53,919
FIXED CHARGES	3,123	13,567	13,824	15,578	13%	1,754
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 597,749</b>	<b>\$ 789,256</b>	<b>\$ 731,084</b>	<b>\$ 965,020</b>	<b>32%</b>	<b>\$ 233,936</b>

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# Information Technology Department

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## **DESCRIPTION**

The Information Technology Department supports all Town of Eagle departments and is responsible for the installation, operating, and maintenance of the Town's computer, communications, and digital systems. Guidance and support are provided to all departments to maximize the use and benefits of all systems.

## **2021 ACCOMPLISHMENTS**

- Created department and budget for 2022 Budget

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Connect all Town office locations
- Standardize employee workstations
- Redirect efforts toward preventative vs reactive technology support

## **2022 HIGHLIGHTS**

- Updating all building networks to match acceptable industry standards of connectivity and security
- Standardizing office hardware for ease of maintenance and to align with a sustainable support model
- Upgrading and reconfiguring software suites to align with user needs
- Provide frequent end user training to maximize the Town's investment in technology systems
- Restructuring helpdesk to focus on preventative maintenance

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ 108,820	-	\$ 108,820
SUPPLIES	-	-	-	83,000	-	83,000
CHARGES FOR SERVICES	-	-	-	534,093	-	534,093
FIXED CHARGES	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 725,913</b>	<b>-</b>	<b>\$725,913</b>

# Community Development Department

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The Community Development Department is comprised of the Town's Planning & Zoning, Building, and Code Enforcement divisions. The Code Enforcement duties may involve enforcing regulations from other Town of Eagle departments. Staff includes the following members:

- Chad Phillips, A.I.C.P., Director/Town Planner
- Charlie Davis, Building Official
- Jessica Lake, Planner I
- Peyton Heitzman, Planner I
- Jackie VanEyll, Permit Tech
- Nikki Davis, Administrative Tech II
- Vacant Position, Code Enforcement Specialist

The Community Development Department is responsible for maintaining and enhancing the quality of life for Town of Eagle residents through proper land use management. This includes both short and long-range planning as well as construction review and permits administration. Our department's work is governed by various guiding documents including the Town's Land Use and Development Code (LUDC), the International Building Code (IBC), the *Elevate Eagle Comprehensive Plan*, and the Town of Eagle Strategic Plan. The team's fundamental responsibilities include but are not limited to the 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 Plans; and community engagement. Additionally, the department provides support to the Town Council, Planning & Zoning Commission, Town Manager, and Public Works.

## 2021 ACCOMPLISHMENTS

### *Planning Department*

- HB21-1271 DOLA Innovative Housing Strategies: Planning Grant Program
  - The Town was awarded a \$45,000 grant from the Department of Local Affairs (DOLA) to 1) conduct a Housing Assessment and 2) modify the LUDC update to include a component that analyzes land use regulations that limit/support attainable housing in the Town and additional public outreach that focuses on existing and proposed regulations.
- Elected to join the Selection Committee tasked with identifying and contracting a consultant team to lead a comprehensive LUDC update.
- Long-range planning initiatives, completed or underway:
  - Adopted the newly created *East Eagle Sub Area Plan (EESAP)* on November 9, 2021.
  - Adopted amendments to the *Elevate Eagle Comprehensive Plan* with a focus on the Future Land Use Map and Land Use Designations.
  - Adopted amendments to the *West Eagle Sub Area Plan* with a focus on the Future Land Use Map and Land Use Designations.
  - Underway with updates to two sections of the LUDC:
    - Parking Fee in-lieu program
    - Accessory apartments in single family homes
  - Underway with a comprehensive update to the LUDC, partnering with Clarion Associates. The new code is due for adoption in early 2023.
  - Successfully completed Phases I and II of the Grand Avenue Corridor Plan, centered on Discovery & Visioning followed by Conceptual Design. Notable public and/or stakeholder engagement initiatives accomplished to date include virtual walking tours & audits, (4) stakeholder meetings, a design charette, and a progress meeting that showcased conceptual direction for the plan.
  - Approval of Haymeadow 2<sup>nd</sup> PUD Amendment
    - Secured 30% deed restricted units reserved for Town of Eagle residents in

- Neighborhood A1, with vertical construction to commence no later than 12 months after approval. Approval was obtained on November 9, 2021.
- Secured 30 Resident Occupied deed restricted units within Haymeadow over and above the existing Local Employee Residency Program (LERP) requirements.
- Successfully launched a new mobile vending permit program that promotes small business and contributes to economic development.
- Reviewed approximately (17) code enforcement cases (as of November 2021).
- Reviewed and processed over (25) land use applications (as of November 2021).
- Continuously enhancing Community Core, the department's permit tracking software, that builds functions useful to archiving planning files.
- Recruited, hired, and onboarded a new Administrative Technician II and Code Enforcement Specialist.

#### *Building Department*

- Continuously enhancing Community Core to streamline the building permit process, including integrating permit applications for customer use on this platform.
- Ongoing quarterly distribution of the *Construction Trades Information Exchange* (CTIX) newsletter, successfully reaching over 500 members of the local building & construction sector.
- Recruited, hired, and onboarded a new Permit Technician and cross-trained Administrative Tech II to cover front desk duties.
- Continued partnership with Town of Gypsum for electrical inspections and electrical plan review.
- Engaged third party plan review consultant to decrease process time and maintain a high level of customer service.
- Oversight and inspection of major construction projects:
  - *Broadway Station*: Mixed Use / Multi Family. A minor development project in the heart of Downtown Eagle. This project is the first large-scale development to revitalize Downtown Eagle in over a decade and provides 22 studio apartments above ground floor commercial.
  - *Talon Flats*: Mixed Use / Multi Family. A minor development project in Eagle Ranch providing 20 one- and two-bedroom rental apartments above ground floor commercial.
- Reviewed, permitted, and administered 134 permits (as of November 2021):
  - 19 - Commercial
  - 17 - Single-Family
  - 0 - Multi-Family
  - 29 - Residential Remodel/Addition/Basement Finish/Other
- Conducted 1,112 Inspections (as of November 2021).

#### **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Comprehensive Plan Updates and Land Use and Development Code Update. (*Major Objectives 1, 5, 8, 10 and 11*)
- Internal Process and Review and Improvement - continue improvements of coordinated plan review and permitting process between all departments. (*Major Objectives 5, 10, 11 and 13*)
- Integrate essential technologies into the planning and building department functions including GIS, Community Core, and other platforms to improve efficiencies and support data driven decision making. (*Major Objectives 10, 11 and 13*)

#### **2022 HIGHLIGHTS**

- The Town will commission a Comprehensive Affordable Housing Assessment utilizing grant funds awarded through HB21-1271. The Assessment is due for completion by June 2022.
- Robust and creative public engagement opportunities will be activated to help inform and influence the LUDC update project, especially land use policies supporting affordable housing.
- Expand the Community Development team by hiring a Plans Review Examiner and a Planner III and additional consultant support.

FUND:GENERAL  
DEPT: COMMUNITY DEVELOPMENT

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2020</b>	<b>BUDGET 2021</b>	<b>REVISED 2021</b>	<b>BUDGET 2022</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICE	\$ 482,810	\$ 711,894	\$ 652,420	\$ 928,761	42%	\$ 276,341
SUPPLIES	9,955	11,200	11,200	6,800	-39%	(4,400)
CHARGES FOR SERVICES	323,380	384,625	377,307	490,760	30%	113,453
FIXED CHARGES	1,784	1,838	2,464	2,784	13%	320
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 817,929</b>	<b>\$ 1,109,557</b>	<b>\$ 1,043,391</b>	<b>\$ 1,429,105</b>	<b>37%</b>	<b>\$ 385,714</b>

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# **Streets Department**

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## **DESCRIPTION**

The Streets Department maintains the Town's Street infrastructure; this includes pavement, markings, the associated drainage systems, signage, sidewalks, curbs, lighting, trees, and landscaping. Work is generally structured around summer maintenance of the built infrastructure and winter snow removal maintenance. In addition, the Streets Department often assists other Public Works Departments with their day-to-day work as well.

## **2021 ACCOMPLISHMENTS**

- Created and filled a Streets Supervisor position to lead the team.
- Acquisition of a new heavy snowplow truck.
- Began the practice of creating and utilizing near-term work plans to better schedule and organize the accomplishment of maintenance work.
- Utilized the rental of a new type of material placement machine to dramatically speed up road shoulder maintenance.
- Executed a contract to repair the stone veneer planter walls on Broadway.
- Began repairing planter wall lights on Broadway by converting the lighting fixtures to utilize LED bulbs.
- Utilized sub-contractor services for traffic control operations thereby allowing Streets staff to increase the volume of work accomplished.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Fill one additional Streets Maintenance Worker position which will allow the team to perform more work and better accommodate staff absences that arise due to vacations and illnesses.
- Complete necessary pavement maintenance projects identified in the Town's pavement maintenance study and through observation and citizen comments.
- Begin to develop a long-term sidewalk maintenance plan that coordinates sidewalk replacements with street tree replacements.
- Acquire a new street sweeper that will allow the team to perform street clean-up more consistently.
- Upgrade the Market Street and remaining Broadway lighting to LED technology.
- Complete preliminary design of traffic calming and pedestrian improvements along Sylvan Lake Road.

## **2022 HIGHLIGHTS**

- Addition of one staff person
- Acquisition of new street sweeper
- Preliminary design of traffic calming/pedestrian improvements along Sylvan Lake Road

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 487,167	\$ 564,856	\$ 536,400	\$ 641,569	20%	\$ 105,169
SUPPLIES	144,291	163,570	156,970	165,870	6%	8,900
CHARGES FOR SERVICES	863,856	869,972	633,352	983,970	55%	350,618
FIXED CHARGES	23,529	11,676	14,636	16,539	13%	1,903
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,518,842</b>	<b>\$ 1,610,074</b>	<b>\$ 1,341,358</b>	<b>\$ 1,807,948</b>	<b>35%</b>	<b>\$ 466,590</b>

# Engineering Department

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## **DESCRIPTION**

The Engineering Department is responsible for assisting the Public Works Division with development reviews, capital project delivery, and the management of right-of-way construction permits. In addition, Engineering responds to public inquiries regarding road signage and markings, drainage, traffic operations, etc.

## **2021 ACCOMPLISHMENTS**

- Continued management of right-of-way permits associated with the Comcast installation.
- Management of the THOR fiberoptic installation between the Eagle County Government building and Town Hall.
- Construction administration of the THOR Meet-Me-Center project.
- Significant participation and assistance with the Grand Avenue Corridor Project.
- Significant participation and assistance in the development of the parking fee-in-lieu program.
- Assisted Community Development with the review of a larger number of development and building permit applications, including a significant grading permit for the Reserve at Hockett Gulch.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Continued administration and completion of the Comcast right-of-way permits.
- Design and construction of the Eby Creek Road art wall and landscape project.
- Design and grant application preparation for the Brush Creek Park playground project.
- Assist with the construction administration of the bulk water sale station project.
- Filling of the staff engineer position vacancy.

FUND:GENERAL  
DEPT: ENGINEERING

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICE	\$ 158,642	\$ 234,605	\$ 211,921	\$ 307,456	45%	\$ 95,535
SUPPLIES	6,643	17,020	11,420	12,200	7%	780
CHARGES FOR SERVICES	40,019	41,451	23,411	19,400	-17%	(4,011)
FIXED CHARGES	1,407	1,449	2,001	2,261	13%	260
<b>TOTAL EXPENDITURES</b>	<b>\$ 206,710</b>	<b>\$ 294,525</b>	<b>\$ 248,753</b>	<b>\$ 341,317</b>	<b>37%</b>	<b>\$ 92,564</b>

# Buildings & Grounds Department

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## DESCRIPTION

The Buildings & Grounds department maintains all the Town owned buildings, public restrooms, parks, playgrounds, and much of the formal landscaping within Town rights-of-way. This work includes daily maintenance of five public restrooms, weekly mowing of many parks, customer service for the Brush Creek Pavilion, and support of multiple special events. Wintertime work includes snow removal for many recreation paths, sidewalks, and parking lots. The Buildings & Grounds department also inspects and monitors the safe condition of all town owned facilities.

## 2021 ACCOMPLISHMENTS

- Converted much of the Town's holiday lighting to LED technology.
- Installed additional rubber cushion safety surfacing at the Town Park.
- Worked with the Town Park ice rink enthusiasts to install a new water line and heater that will allow for more efficient maintenance of the outdoor ice rink.
- Replaced the River Park beach area sand with a much softer sand that provides a more authentic beach experience for users.
- Applied magnesium chloride to the River Park gravel parking lot in order to reduce dust and surface degradation.
- Completed replacement of a second HVAC roof top unit at the Town Hall.
- Successfully filled our summer seasonal positions.
- Improved the maintenance and appearance of the Eby Creek Road right-of-way landscaping.

## 2022 GOALS/STRATEGIC PLAN ALIGNMENT

- Fill one additional B&G Maintenance Worker position which will allow the team to perform more work and better accommodate staff absences that arise due to vacations and illnesses.
- Complete the design and request for proposal for upgrades to the Brush Creek Park playground.
- Solicit and establish multi-year service agreements for landscaping, cleaning, etc.
- Complete a building maintenance assessment and plan that will guide the long-term maintenance of the Town's facilities.
- Complete a Facility Master Plan for the Town's Public Works facility that will guide the long-term buildout of the site.

## 2022 Highlights

- Addition of new staff person.
- Completion of studies and master plans that will guide the long-term maintenance, preservation, and expansion of Town facilities.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL 2020</b>	<b>BUDGET 2021</b>	<b>REVISED 2021</b>	<b>BUDGET 2022</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICES	\$ 373,339	\$ 455,288	\$ 433,798	\$ 606,352	40%	\$ 172,554
SUPPLIES	67,689	112,849	101,172	123,072	22%	21,900
CHARGES FOR SERVICES	204,808	310,648	245,054	365,211	49%	120,157
FIXED CHARGES	44,045	44,352	45,552	51,474	13%	5,922
CAPITAL OUTLAY	4,386	17,565	17,565	-	-100%	(17,565)
<b>TOTAL EXPENDITURES</b>	<b>\$ 694,267</b>	<b>\$ 940,702</b>	<b>\$ 843,141</b>	<b>\$ 1,146,109</b>	<b>36%</b>	<b><u>302,968</u></b>

# 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.

## **2021 ACCOMPLISHMENTS**

- Your Eagle Police Department became professionally accredited!
- Maintained safe, effective, and efficient services.
- Outstanding Service Award and Employee of the Year: Operations Sergeant C. Buhlman.
- Eagle County Public Safety Appreciation Awards; Distinguished Service: Chief J. Staufer.
- Eagle Police Department Lifesaving Award: Officer C. Stahl.
- Recruited two experienced officers to join our team.
- Continued Partnerships with community stakeholders and professional entities.
- Furthered education, enhancement of partnerships, community development and collaboration through special patrol activities, school-based patrol liaison approaches, targeted community initiatives and youth engagement.
- Updated our citizen review committee with operational reports.
- Fiscal responsibility – continued to utilize financial resources efficiently.
- Received over \$6,000 in scholarships for the 2020/2021 fiscal cycle.
- 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 calls for service, while concentrating on additional investigations and patrol activities.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT:**

- Initial process for review and conceptual design of an updated shared facility with public works.
- Recruitment, training, and deployment of members joining our amazing team (new school resource officer assignment, detective position, and administrative technician).
- Align Department with new and upcoming mandated standards with sufficient time to test, train and implement standards/process prior to standing execution dates.
- 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 service requirements and further progress with department goals; ensure best-practice standards are consistently achieved and aligned with our strategic plan, Department & Community priorities and professional mandates.
- Continue to invest in training, grants, technology, and development of in-house instructors.

## **2022 HIGHLIGHTS**

- Increased efficiency and alignment with current community growth with fulfillment of necessary assignments and support positions.
- Limited grant opportunities, reduced academy scholarship and limited training grant funding in 2022 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 2020</b>	<b>BUDGET 2021</b>	<b>REVISED 2021</b>	<b>BUDGET 2022</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
PERSONNEL SERVICE	\$ 1,410,027	\$ 1,672,983	\$ 1,616,021	\$ 2,158,703	34%	\$ 542,682
SUPPLIES	68,692	77,424	78,638	102,051	30%	23,413
CHARGES FOR SERVICES	362,867	391,680	396,128	399,143	1%	3,015
FIXED CHARGES	30,690	32,580	40,000	45,200	13%	5,200
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,872,276</u></b>	<b><u>\$ 2,174,667</u></b>	<b><u>\$ 2,130,787</u></b>	<b><u>\$ 2,705,097</u></b>	<b><u>27%</u></b>	<b><u>\$ 574,310</u></b>

# 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.

## 2021 ACCOMPLISHMENTS

- Completed transition of court software to Caselle.

## 2022 GOALS/STRATEGIC PLAN ALIGNMENT

- Continue to seek additional alternative sentencing and restorative justice options instead of fines. Currently have liaison with Mountain Youth for juveniles.
- Continue the process to move toward a paperless municipal court system, making progress on state reporting.
- Collaborate with Eagle County Animal Control to update our code to be compatible with other towns in Eagle County. This will ensure consistency of animal control measures with the intent to increase compliance.
- Automation of DMV reporting of traffic violation points for efficiency and accuracy.

## 2022 HIGHLIGHTS

- Automation of document filing with the state.
- Improve animal control violation tracking with new forms.

FUND:GENERAL  
DEPT: MUNICIPAL COURT

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>REVISED</b>	<b>BUDGET</b>	<b>% CHANGE</b>	<b>\$ CHANGE</b>
	<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>	<b>FROM PY</b>	<b>FROM PY</b>
PERSONNEL SERVICE	\$ 37,508	\$ 42,171	\$ 38,626	\$ 43,915	14%	\$ 5,289
SUPPLIES	82	1,200	1,200	1,200	0%	-
CHARGES FOR SERVICES	30,839	40,063	41,068	35,893	-13%	(5,175)
FIXED CHARGES	148	152	152	172	13%	20
<b>TOTAL EXPENDITURES</b>	<b>\$ 68,576</b>	<b>\$ 83,586</b>	<b>\$ 81,046</b>	<b>\$ 81,180</b>	<b>0%</b>	<b>\$ 134</b>

# **Town of Eagle – Information Center Department**

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## **DESCRIPTION**

The Town of Eagle Information Center and adjacent historical museum 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.

## **2021 ACCOMPLISHMENTS**

- We continued to focus on being solely a welcome and information center representing the Town of Eagle and its surrounding areas.
- We continued to operate in the pandemic and to serve our traveling guests with a sense of welcome and valuable information.
- Staff focused on referring guests to local businesses, restaurants and local amenities and features such as our Downtown area, world class biking/hiking trails and our River Park. Our hosts also informed guests of our current and upcoming specials events.
- The number of visitors to the Information Center were greatly increased as people began to travel more and stop by on their travels. The Information Center continues to provide a much-needed service to the traveling public and promoting Eagle and our local businesses.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- To help create and execute a vibrant, engaging, and hospitable information center that serves the interests of our local community and guests. To continue to contribute to the economic vitality of our town. Always keeping in mind, the health and safety of our community, guests, and staff – and the protection of our environment.

## **2022 HIGHLIGHTS**

- Informed our guests of what our town has to offer them. Made referrals to local businesses. Worked to contribute to the economic vitality of the Town of Eagle.
- Clearly focus on the welcome and informational mission of the Info Center with our staff.
- 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.
- 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.
- To find ways to work with local businesses to help them promote and grow their businesses.
- Update all info systems to online access for our staff and guests.
- Work to support the Marketing & Events initiatives and events occurring in town.

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 23,729	\$ 35,633	\$ 34,497	\$ 37,594	9%	\$ 3,097
SUPPLIES	1,214	9,350	2,100	9,450	350%	7,350
CHARGES FOR SERVICES	5,610	5,742	5,742	750	-87%	(4,992)
FIXED CHARGES	67	69	103	116	13%	13
<b>TOTAL EXPENDITURES</b>	<b>\$ 30,620</b>	<b>\$ 50,794</b>	<b>\$ 42,442</b>	<b>\$ 47,910</b>	<b>13%</b>	<b>\$ 5,468</b>

# Town of Eagle

## Marketing & Events Department

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### **DESCRIPTION**

The Marketing and Events Manager recruits, secures, coordinates, and permits single and multi-day events for the Town of Eagle. These events may be created and produced by local groups, businesses, and organizations or by producers from the Eagle Valley and beyond. The M&E manager also updates the Eagleoutside.com tourism website, the digital sign on Grand Ave, 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. This work continues to hold guests and staff health and safety as a top priority when executing all events. Much of the time of the Events Manager has been spent serving as a consultant to our event producers to look at the feasibility of their event and ways to help make them as successful as possible for the producers and the Town. We also worked hard as the liaison between the event producers and our Town internal departments to ensure efficiency and safety.

The Marketing and Events Department has significant influence over the following major objectives from the Eagle Strategic Plan:

- Continue to help create, recruit, and execute vibrant, engaging events that serve the interests of our local community and guests.
- Create events that contribute to the economic vitality of our town.
- Development of the Eagle River Park Project, Maximize Economic Benefits
- Seek new ways to stimulate economic vitality, development.
- Continue Investing in Outdoor Activities, Recreation, and Open Space
- Enhance the Town's Communications, Build Eagle's Brand
- Initiate and Maintain a Community Building Effort

The Marketing and Events Manager works with 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 available from the Town. 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.

The Events Manager also manages and facilitates the MEAC Event Funding Program, the Eagle Community Funding Program and the Eagle Info Center and its staff. The Events Manager also serves on the Town of Eagle Communications Committee and the TOE Safety Committee.

## **2021 ACCOMPLISHMENTS**

### **Events**

- Worked to bring back and produce several Town events including “Spruce Up Eagle Day”, The Eagle Whitewater Throwdown, Eagle Flight Days, July 4<sup>th</sup> Kids Bike Parade and Celebration.
- Executed Eagle Flight Days with 6 weeks preparation and no existing production budget.
- Increased the use and animation of the Eagle River Park by bringing in several new events including the Eagle Farmer’s Market & Art Show and the “Carve Wars” Chainsaw Carving Competition.
- Concluded the “Be Our Guest Program”, a program to help local businesses mitigate the challenges of the Pandemic.
- Worked with local businesses and event producers to build a more active events schedule and program offering starting in June and building through summer and into the Fall.
- Recruited and seated new members to fill out the MEAC Committee.
- Held the first MEAC Developmental and Planning Retreat
- Executed the Eagle Special Events Program Evaluation Workshop with local event producers and members of our Town of Eagle team.

### **Marketing/PR**

- Continued the “Eagle at Work” and “Eagle at Play” social media campaign.
- Created the Fall 2021 “Eagle. A Summer Remembered” social media campaign.
- Participated in the Town of Eagle Communications Committee.
- Drove awareness of our event schedules and program offerings. Forged new partnerships with event producer partners to increase the marketing impact of these events.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- To help create, recruit, and execute vibrant, engaging events that serve the interests of our local community and guests. Continue to create events that contribute to the economic vitality of our town. Always keeping in mind, the health and safety of our community and staff – and the protection of our environment.

## **2022 HIGHLIGHTS**

- Will work to contract 3<sup>rd</sup> party producers to execute Town of Eagle 2022 Events – Easter Egg Hunt, WhiteWater Throwdown, Eagle Flight Days, Eagle Kids July 4<sup>th</sup> Bike Parade.
- Will work to recruit more events to Eagle to animate key areas and serve our community and guests.
- Will review procedures and policies to accomplish greater efficiencies when working with the Eagle Police and Eagle Public Works to greater involve them in the preplanning and review of special events in Eagle.
- Will contract a marketing firm to create and execute Town of Eagle marketing and promotions.
- Will create stronger sponsorship program for Town of Eagle produced events.

<b><u>SUMMARY OF EXPENDITURES</u></b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>REVISED</b>	<b>BUDGET</b>	<b>% CHANGE FROM PY</b>	<b>\$ CHANGE FROM PY</b>
	<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>		
PERSONNEL SERVICES	\$ 101,743	\$ 144,522	\$ 140,831	\$ 202,314	44%	\$ 61,483
SUPPLIES	1,500	16,600	16,600	9,950	-40%	(6,650)
CHARGES FOR SERVICES	65,912	218,044	220,358	240,750	9%	20,392
FIXED CHARGES	1,114	1,148	1,502	1,697	0%	195
<b>TOTAL EXPENDITURES</b>	<b>\$ 170,270</b>	<b>\$ 380,314</b>	<b>\$ 379,291</b>	<b>\$ 454,711</b>	<b>20%</b>	<b>\$ 75,420</b>

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# Water Fund

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## **DESCRIPTION**

Responsible for the production, distribution, and sale of safe and high-quality potable water within the Town's water service area in compliance with all applicable State and Federal standards and regulations. Maintains and operates significant Town assets including: two water treatment plants, nine water storage tanks, four booster pump stations, and many miles of distribution piping.

## **2021 ACCOMPLISHMENTS**

- Completed construction and began operations of the Lower Basin Water Treatment Plant.
- Completed several capital maintenance projects at the Upper Basin Water Treatment Plant.
- Utilized the Lower Basin Water Treatment plant operations to minimize upstream diversions from Brush Creek thereby helping to improve the aquatic habitat in a seven-mile reach of the stream.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Construct Cemetery Tank replacement project.
- Implement GIS.
- Upgrade SCADA system for Upper Basin Water Treatment Plant and distribution system.
- Prepare distribution system master plan.
- Perform facility evaluation and preliminary design for upper basin life cycle improvements.
- Improve stream flow monitoring in Brush Creek.
- Improve distribution system flow monitoring and pressure reducing valve control.
- Plan and implement water storage tanks cathodic protection improvements.
- Construct bulk water sale station.
- Assess water treatment and conveyance costs relative to each water treatment plant.
- Continue leak detection program.
- Finalize and implement meter replacement project.

## WATER FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
DEBT SERVICE 1	\$ 816,346	\$ 729,729	\$ 649,478	\$ 768,226	18%	\$ 118,748
ASSIGNED FUND BALANCE	23,543,751	12,515,404	15,300,002	13,594,423	-11%	\$ (1,705,579)
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 24,360,097</b>	<b>\$ 13,245,133</b>	<b>\$ 15,949,480</b>	<b>\$ 14,362,649</b>	<b>-10%</b>	<b>\$ (1,586,831)</b>
<b>REVENUE</b>						
Operating Revenues	\$ 4,506,203	\$ 4,169,900	\$ 4,354,775	\$ 4,471,561	3%	\$ 116,786
Interest on Investments	74,589	12,120	6,500	6,500	0%	-
Other Revenue	123,863	109,000	75,520	87,000	15%	11,480
Plant Investment Fees (Tap Fees)	757,593	886,000	596,268	650,000	9%	53,732
Water Miscellaneous Revenue	-	-	-	-	-	-
Water Rights, Cash in Lieu	993,335	-	-	-	-	-
Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 6,455,582</b>	<b>\$ 5,177,020</b>	<b>\$ 5,033,063</b>	<b>\$ 5,215,061</b>	<b>4%</b>	<b>\$ 181,998</b>
<b>TOTAL SOURCES</b>						
	<b>\$ 30,815,679</b>	<b>\$ 18,422,153</b>	<b>\$ 20,982,543</b>	<b>\$ 19,577,710</b>	<b>-7%</b>	<b>\$ (1,404,833)</b>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ 1,335,642	\$ 2,045,661	\$ 1,806,627	\$ 2,188,512	21%	\$ 381,885
Capital Expenditures	12,268,289	5,102,533	3,546,990	6,176,145	74%	2,629,155
Debt Service	1,262,268	1,266,277	1,266,277	1,264,533	0%	(1,744)
Transfers-Out	-	-	-	89,473	-	89,473
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,866,200</b>	<b>\$ 8,414,471</b>	<b>\$ 6,619,894</b>	<b>\$ 9,718,663</b>	<b>47%</b>	<b>\$ 3,098,769</b>
<b>NET SOURCE (USE) OF FUNDS</b>						
	<b>\$ (8,410,617)</b>	<b>\$ (3,237,451)</b>	<b>\$ (1,586,831)</b>	<b>\$ (4,503,602)</b>	<b>184%</b>	<b>\$ (2,916,771)</b>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
DEBT SERVICE 1	\$ 649,477.66	\$ 827,985	\$ 768,226	\$ 863,261	12%	\$ 95,035
ASSIGNED FUND BALANCE	15,300,002	9,179,697	13,594,423	8,995,786	-34%	\$ (4,598,637)
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ 15,949,480</b>	<b>\$ 10,007,682</b>	<b>\$ 14,362,649</b>	<b>\$ 9,859,047</b>	<b>-31%</b>	<b>\$ (4,503,602)</b>

1 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)

<b>DETAIL OF REVENUES</b>		ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
52-434-70	Debt Service Surcharge	\$ 463,616	\$ 461,900	\$ 461,900	\$ 461,900	0%	\$ -
52-434-80	Water Sales - In Town	3,521,061	3,230,000	3,386,433	3,488,026	3%	101,593
52-434-83	Water Sales - Out Of Town	521,526	478,000	506,442	521,635	3%	15,193
52-434-85	Water Materials/Other	97,020	97,000	63,520	75,000	18%	11,480
52-434-90	Plant Investment Fees (Tap Fees)	757,593	886,000	596,268	650,000	9%	53,732
52-434-95	Cash-In-Lieu Of Water Rights	993,335	-	-	-	-	-
52-436-50	Water Interest	73,688	12,000	6,000	6,000	0%	-
52-436-60	Water Rights Interest	901	120	500	500	0%	-
52-436-65	Nwcog Grant	14,222	-	-	-	-	-
52-436-75	Service Charge	11,365	12,000	12,000	12,000	0%	-
52-436-95	Water Miscellaneous Revenue Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>		<b>\$ 6,455,582</b>	<b>\$ 5,177,020</b>	<b>\$ 5,033,063</b>	<b>\$ 5,215,061</b>	<b>4%</b>	<b>\$ 181,998</b>

**SUMMARY OF EXPENDITURES**

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 688,752	\$ 907,776	\$ 847,619	\$ 994,490	17%	\$ 146,871
SUPPLIES	199,612	271,516	267,331	321,683	20%	54,352
CHARGES FOR SERVICES	386,761	754,036	595,816	770,516	29%	174,700
FIXED CHARGES	60,518	62,333	45,861	51,823	13%	5,962
CAPITAL EXPENDITURES	12,268,289	5,102,533	3,546,990	6,176,145	74%	2,629,155
DEBT SERVICE	1,262,268	1,266,277	1,266,277	1,264,533	0%	(1,744)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	89,473	-	89,473
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,866,200</b>	<b>\$ 8,414,471</b>	<b>\$ 6,619,894</b>	<b>\$ 9,718,663</b>	<b>47%</b>	<b>\$ 3,098,769</b>

# Waste Water Fund

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## **DESCRIPTION**

Responsible for the collection and treatment of wastewater within the Town's water service area in compliance with all applicable State and Federal standards and regulations. Maintains and operates significant Town assets including: one wastewater treatment plants, one lift station, and many miles of distribution piping.

## **2021 ACCOMPLISHMENTS**

- Successfully began operating within the requirements of a new discharge permit issued by the Colorado Department of Public Health and Environment.
- Performed numerous treatment plant maintenance projects to ensure the effective operation of the plant and to ensure the longevity of the facility.
- Initiated several studies that will help the Town to identify potential permit changes that could reduce future capital expenditures as well as to prepare for future regulatory changes.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Finalize and construct equipment energy efficiency and PV power generation project.
- Design and construct Howard Street collection system upgrade.
- Implement GIS.
- Continue regulatory support and analysis for discharge permit.
- Complete mixing zone study and design.
- Finalize nutrient removal study Phase 1.
- Upgrade SCADA System.
- Reduce power consumption through process control improvements.
- Complete sewer hydraulic modeling to prepare for future growth.
- Continue collection system flushing and video inspection program.
- Continue collection system repair program.
- Complete rate study update.

UTILITY (WASTE WATER) FUND SUMMARY	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FOR:</b>						
RATE STABILIZATION ACCOUNT <sup>1</sup>	\$ 256,733	\$ 362,777	\$ 310,899	\$ 382,548	23%	\$ 71,649
ASSIGNED FUND BALANCE	\$ 6,105,538	\$ 6,504,934	\$ 6,832,486	\$ 7,763,358	14%	\$ 930,872
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 6,362,271</b>	<b>\$ 6,867,711</b>	<b>\$ 7,143,385</b>	<b>\$ 8,145,906</b>	<b>14%</b>	<b>\$ 1,002,521</b>
<b>REVENUE</b>						
Operating Revenues	\$ 2,728,957	\$ 2,851,000	\$ 2,851,000	\$ 2,936,530	3%	\$ 85,530
Interest on Investments	39,277	12,000	4,000	5,000	25%	1,000
Plant Investment Fees (Tap Fees)	584,000	828,000	828,000	550,000	-34%	(278,000)
Loan Proceeds	-	-	-	-	-	-
Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 3,352,234</b>	<b>\$ 3,691,000</b>	<b>\$ 3,683,000</b>	<b>\$ 3,491,530</b>	<b>-5%</b>	<b>\$ (191,470)</b>
<b>TOTAL SOURCES</b>	<b>\$ 9,714,505</b>	<b>\$ 10,558,711</b>	<b>\$ 10,826,385</b>	<b>\$ 11,637,436</b>	<b>7%</b>	<b>\$ 811,051</b>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ 1,243,596	\$ 1,479,794	\$ 1,530,191	\$ 1,633,055	7%	\$ 102,864
Capital Expenditures	344,993	235,000	210,000	868,136	313%	658,136
Debt Service	982,532	939,034	940,288	971,180	3%	30,892
Transfers-Out	-	-	-	64,806	-	64,806
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,571,121</b>	<b>\$ 2,653,828</b>	<b>\$ 2,680,479</b>	<b>\$ 3,537,177</b>	<b>32%</b>	<b>\$ 856,698</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 781,114</b>	<b>\$ 1,037,172</b>	<b>\$ 1,002,521</b>	<b>\$ (45,647)</b>	<b>-105%</b>	<b>\$ (1,048,168)</b>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FOR:</b>						
RATE STABILIZATION ACCOUNT <sup>1</sup>	\$ 310,899	\$ 369,949	\$ 382,548	\$ 424,465	11%	\$ 41,918
ASSIGNED FUND BALANCE	6,832,486	7,534,935	7,763,358	7,675,793	-1%	\$ (87,565)
<b>FUND BALANCE (Ending)</b>	<b>\$ 7,143,385</b>	<b>\$ 7,904,883</b>	<b>\$ 8,145,906</b>	<b>\$ 8,100,259</b>	<b>-1%</b>	<b>\$ (45,647)</b>

<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

<b><u>DETAIL OF REVENUES</u></b>		ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
51-434-70	Service Fees	\$ 2,728,957	\$ 2,851,000	\$ 2,851,000	\$ 2,936,530	3%	\$ 85,530
51-436-50	Interest Income	39,277	12,000	4,000	5,000	25%	1,000
51-434-90	Plant Investment Fees (Tap Fees)	584,000	828,000	828,000	550,000	-34%	(278,000)
51-436-69	Miscellaneous	-	-	-	-	-	-
51-436-78	Insurance Proceeds	-	-	-	-	-	-
	Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>		<b>\$ 3,352,234</b>	<b>\$ 3,691,000</b>	<b>\$ 3,683,000</b>	<b>\$ 3,491,530</b>	<b>-5%</b>	<b>\$ (191,470)</b>

**SUMMARY OF EXPENDITURES**

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 522,204	\$ 637,006	\$ 566,965	\$ 712,989	26%	\$ 146,024
SUPPLIES	129,658	138,318	104,382	134,087	28%	29,705
CHARGES FOR SERVICES	556,891	620,110	774,484	697,152	-10%	(77,332)
FIXED CHARGES	34,842	34,360	34,360	38,827	13%	4,467
CAPITAL OUTLAY	344,993	235,000	210,000	868,136	313%	658,136
DEBT SERVICE	982,532	939,034	940,288	971,180	3%	30,892
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	64,806	-	64,806
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,571,121</b>	<b>\$ 2,653,828</b>	<b>\$ 2,680,479</b>	<b>\$ 3,537,177</b>	<b>32%</b>	<b>\$ 856,698</b>

# Refuse Fund

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## **DESCRIPTION**

The Town provides solid waste collection and disposal services to single family home residential customers within the Town boundary. Service includes curbside recycling collection. Collection is provided by a vendor operating under a multi-year contract with the Town. The Town also operates a yard waste collection facility for Town residents.

## **2021 ACCOMPLISHMENTS**

- Completed grinding and disposal of yard waste stockpiles at the Town's collection facility. Material was disposed of with a vendor who will compost it into a usable product.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- Solicit proposals for the Town's residential collection contract.
- Encourage increased recycling through additional education and public messaging, and through the placement of additional recycle collection stations throughout Town.

## REFUSE FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
ASSIGNED FUND BALANCE	\$ 255,570	\$ 233,307	\$ 256,059	\$ 262,028	2%	\$ 5,969
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 255,570</b>	<b>\$ 233,307</b>	<b>\$ 256,059</b>	<b>\$ 262,028</b>	<b>2%</b>	<b>\$ 5,969</b>
<b>REVENUE</b>						
Operating Revenues	\$ 621,650	\$ 667,300	\$ 667,282	\$ 684,794	3%	\$ 17,512
Non-Operating Revenues	1,707	450	130	120	-8%	(10)
Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 623,357</b>	<b>\$ 667,750</b>	<b>\$ 667,412</b>	<b>\$ 684,914</b>	<b>3%</b>	<b>\$ 17,502</b>
<b>TOTAL SOURCES</b>	<b>\$ 878,927</b>	<b>\$ 901,057</b>	<b>\$ 923,471</b>	<b>\$ 946,942</b>	<b>3%</b>	<b>\$ 23,471</b>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ 602,868	\$ 640,899	\$ 641,443	\$ 661,625	3%	\$ 20,182
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	20,000	20,000	20,000	20,000	0%	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 622,868</b>	<b>\$ 660,899</b>	<b>\$ 661,443</b>	<b>\$ 681,625</b>	<b>3%</b>	<b>\$ 20,182</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 489</b>	<b>\$ 6,851</b>	<b>\$ 5,969</b>	<b>\$ 3,289</b>	<b>-45%</b>	<b>\$ (2,680)</b>
<b>FUND BALANCES (Ending):</b>						
ASSIGNED FUND BALANCE	\$ 256,059	\$ 240,158	\$ 262,028	\$ 265,317	1%	\$ 3,289
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ 256,059</b>	<b>\$ 240,158</b>	<b>\$ 262,028</b>	<b>\$ 265,317</b>	<b>1%</b>	<b>\$ 3,289</b>

## FUND: REFUSE

<b>DETAIL OF REVENUES</b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>OPERATING REVENUES</b>						
53-434-40 SERVICE FEES	\$ 585,898	\$ 601,000	\$ 600,982	\$ 618,244	3%	\$ 17,262
53-434-50 YARDWASTE/RECYCLE CENTER FEE	10,162	40,800	40,800	41,050	1%	250
53-434-60 ADMINISTRATIVE FEE	25,591	25,500	25,500	25,500	0%	-
<b>OPERATING REVENUES</b>	<b>\$ 621,650</b>	<b>\$ 667,300</b>	<b>\$ 667,282</b>	<b>\$ 684,794</b>	<b>3%</b>	<b>\$ 17,512</b>
<b>NON-OPERATING REVENUES</b>						
53-436-50 INTEREST INCOME	\$ 1,707	\$ 450	\$ 130	\$ 120	-8%	\$ (10)
53-436-70 MISCELLANEOUS REVENUE	-	-	-	-	-	-
<b>NON-OPERATING REVENUES</b>	<b>\$ 1,707</b>	<b>\$ 450</b>	<b>\$ 130</b>	<b>\$ 120</b>	<b>-8%</b>	<b>\$ (10)</b>
<b>TOTAL REVENUES</b>	<b>\$ 623,357</b>	<b>\$ 667,750</b>	<b>\$ 667,412</b>	<b>\$ 684,914</b>	<b>3%</b>	<b>\$ 17,502</b>

## FUND: REFUSE

<b>SUMMARY OF EXPENDITURES</b>	ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
	2020	2021	2021	2022	FROM PY	FROM PY
PERSONNEL SERVICES	\$ 7,486	\$ 10,026	\$ 10,022	\$ 10,817	8%	\$ 795
SUPPLIES	33	3,500	550	750	36%	200
CHARGES FOR SERVICES	594,390	626,386	630,656	649,815	3%	19,159
FIXED CHARGES	958	987	215	243	13%	28
CAPITAL EXPENDITURES	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS	20,000	20,000	20,000	20,000	0%	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 622,868</b>	<b>\$ 660,899</b>	<b>\$ 661,443</b>	<b>\$ 681,625</b>	<b>3%</b>	<b>\$ 20,182</b>

# Stormwater Fund

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## **DESCRIPTION**

The Town's stormwater fund is responsible for collection and treatment of urban runoff within the Town's boundaries. Maintains and operates many drainage conveyances such as storm drains and ditches, and many water quality treatment structures.

## **2020 ACCOMPLISHMENTS**

- Cleaning and maintenance of several stormwater treatment ponds within the Eagle Ranch subdivision.
- Repair and maintenance of numerous ditches and catch basins.

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

- Continued maintenance of stormwater infrastructure in accordance with the 10-year CIP.
- Contract vendor for cleaning of the mechanical stormwater treatment vaults on Eby Creek Road.
- Inspect catch basins and stormwater pipes to identify maintenance needs.

## STORMWATER FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
ASSIGNED FUND BALANCE	\$ -	\$ -	\$ -	\$ 83,703	-	\$ 83,703
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,703</b>	<b>-</b>	<b>\$ 83,703</b>
<b>REVENUE</b>						
Operating Revenues	\$ -	\$ 106,000	\$ 90,000	\$ 90,000	0%	\$ -
Non-Operating Revenues	-	-	-	-	-	-
Transfers-In	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>0%</b>	<b>\$ -</b>
<b>TOTAL SOURCES</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 90,000</b>	<b>\$ 173,703</b>	<b>93%</b>	<b>\$ 83,703</b>
<b>EXPENDITURES</b>						
Operating Expenditures	\$ -	\$ 106,000	\$ 6,297	\$ 89,466	1321%	\$ 83,169
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 6,297</b>	<b>\$ 89,466</b>	<b>1321%</b>	<b>\$ 83,169</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,703</b>	<b>\$ 534</b>	<b>-99%</b>	<b>\$ (83,169)</b>
<b>FUND BALANCES (Ending):</b>						
ASSIGNED FUND BALANCE	\$ -	\$ -	\$ 83,703	\$ 84,237	1%	534
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,703</b>	<b>\$ 84,237</b>	<b>1%</b>	<b>\$ 534</b>

## FUND: STORMWATER

<b>DETAIL OF REVENUES</b>	ACTUAL	BUDGET	REVISED	BUDGET	% CHANGE	\$ CHANGE
	2020	2021	2021	2022	FROM PY	FROM PY
<b>OPERATING REVENUES</b>						
55-434-40 Service Fees	\$ -	\$ 106,000	\$ 90,000	\$ 90,000	0%	\$ -
<b>OPERATING REVENUES</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>0%</b>	<b>\$ -</b>
<b>NON-OPERATING REVENUES</b>						
55-436-10 Interest Income	\$ -	\$ -	\$ -	\$ -	-	\$ -
55-436-70 Miscellaneous Revenues	-	-	-	-	-	-
<b>NON-OPERATING REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>TRANSFERS</b>						
55-437-10 Transfer From General Fund	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>TOTAL TRANSFERS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>0%</b>	<b>\$ -</b>

## FUND: STORMWATER

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
SUPPLIES	\$ -	\$ -	\$ -	\$ -	-	\$ -
CHARGES FOR SERVICES	-	106,000	6,297	89,466	1321%	83,169
CAPITAL EXPENDITURES	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 6,297</b>	<b>\$ 89,466</b>	<b>1321%</b>	<b>\$ 83,169</b>

# 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.

## **2021 ACCOMPLISHMENTS**

- 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.

## **2022 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 middle mile broadband buildout.
- Right of Way improvements will be completed on Capitol Street.
- Pedestrian traffic control improvements will be implemented on Sylvan Lake Road and Capitol Street.

## **2022 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 four new patrol vehicles.

## CAPITAL IMPROVEMENTS FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
RESTRICTED FOR:						
COMMUNITY ENHANCEMENT	\$ 219,931	\$ 268,031	\$ 269,124	\$ 317,374	18%	\$ 48,250
TRANSPORTATION EXPENDITURES	1,750,652	1,666,511	1,667,801	1,670,801	0%	3,000
ASSIGNED FOR:						
GRAND AVENUE	550,000	2,780,000	2,780,000	4,350,806	57%	1,570,806
OTHER CAPITAL PROJECTS	2,504,383	2,139,980	2,258,215	1,820,530	-19%	(437,685)
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 5,024,966</b>	<b>\$ 6,854,522</b>	<b>\$ 6,975,140</b>	<b>\$ 8,159,511</b>	<b>17%</b>	<b>\$ 1,184,371</b>
<b>REVENUE</b>						
31-430-45 Capital Improvement Interest	\$ 23,135	\$ 6,000	\$ 6,000	\$ 3,949	-34%	\$ (2,051)
31-430-46 Community Enhancement Interest	1,270	250	250	222	-11%	(28)
31-430-47 Devolution & Transportation Interest	12,790	3,000	3,000	1,170	-61%	(1,830)
31-430-50 Community Enhancement <sup>1</sup>	47,923	48,000	48,000	49,440	3%	1,440
31-430-74 Developer Contribution to Grand Ave.	-	360,000	180,806	340,000	88%	159,194
31-430-77 Eagle County Contributions	-	150,000	-	-	-	-
31-430-84 Public Safety Impact Fees	27,112	35,000	35,000	82,304	135%	47,304
31-430-85 Street Impact Fees	39,625	103,000	103,000	7,632	-93%	(95,368)
31-430-86 Use Tax	381,269	464,000	464,000	389,136	-16%	(74,864)
31-430-87 Grants	-	-	250,000	-	-100%	(250,000)
31-437-10 Transfer from General Fund	2,230,000	1,890,000	1,890,000	-	-100%	(1,890,000)
<b>TOTAL REVENUE</b>	<b>\$ 2,763,124</b>	<b>\$ 3,059,250</b>	<b>\$ 2,980,056</b>	<b>\$ 873,853</b>	<b>-71%</b>	<b>\$ (2,106,203)</b>
<b>TOTAL SOURCES</b>	<b>\$ 7,788,090</b>	<b>\$ 9,913,772</b>	<b>\$ 9,955,196</b>	<b>\$ 9,033,364</b>	<b>-9%</b>	<b>\$ (921,832)</b>
<b>EXPENDITURES</b>						
Capital Expenditures	\$ 717,309	\$ 2,181,082	\$ 1,795,685	\$ 2,352,070	31%	\$ 556,385
Transfers to Other Funds	95,641	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 812,950</b>	<b>\$ 2,181,082</b>	<b>\$ 1,795,685</b>	<b>\$ 2,352,070</b>	<b>31%</b>	<b>\$ 556,385</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 1,950,174</b>	<b>\$ 878,168</b>	<b>\$ 1,184,371</b>	<b>\$(1,478,217)</b>	<b>-225%</b>	<b>\$ (2,662,588)</b>
<b>FUND BALANCES (Ending):</b>						
RESTRICTED FOR:						
COMMUNITY ENHANCEMENT	\$ 269,124	\$ 316,281	\$ 317,374	\$ 367,036	16%	\$ 49,662
TRANSPORTATION EXPENDITURES	1,667,801	1,669,511	1,670,801	1,671,971	0%	1,170
ASSIGNED FOR: CAPITAL PROJECTS:						
GRAND AVENUE	2,780,000	4,170,000	4,350,806	4,290,806	-1%	(60,000)
OTHER CAPITAL PROJECTS	2,258,215	1,576,898	1,820,530	351,481	-81%	(1,469,049)
<b>TOTAL FUND BALANCES (Ending):</b>	<b>\$ 6,975,140</b>	<b>\$ 7,732,690</b>	<b>\$ 8,159,511</b>	<b>\$ 6,681,294</b>	<b>-18%</b>	<b>\$ (1,478,217)</b>

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

DETAIL CAPITAL EXPENDITURES

		ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>BLDGs, PARKS &amp; OPEN SPACE</b>							
31-51-724	Pool and Ice Capital Improvements Funding	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	0%	\$ -
31-51-730	Town Hall Improvements	43,042	108,125	117,000	503,000	330%	386,000
31-51-745	Town Parks Improvements	-	11,000	11,000	20,000	82%	9,000
31-51-750	Town Shop Improvements	13,197	188,492	178,492	107,700	-40%	(70,792)
31-51-752	Public Art	-	25,000	25,000	25,000	0%	
	<b>TOTAL BLDGS, PARKS &amp; OPEN SPACE</b>	<b>\$ 96,239</b>	<b>\$ 382,617</b>	<b>\$ 381,492</b>	<b>\$ 705,700</b>	<b>85%</b>	<b>\$ 324,208</b>
<b>STREETS &amp; RIGHTS-OF-WAY</b>							
31-52-712	R-O-W Improvements	\$ -	\$ 350,000	\$ -	\$ 138,600	-	\$ 138,600
31-52-724	Storm Drain Improvements	-	-	-	-	-	-
31-52-726	CDOT ROW at Gateway Beautification	-	100,000	-	200,000	-	200,000
31-52-737	Traffic Control Improvements	-	85,000	-	89,250	-	89,250
31-52-780	Grand Avenue Improvements	67,212	660,000	413,595	400,000	-3%	(13,595)
	<b>TOTAL STREETS &amp; RIGHTS-OF-WAY</b>	<b>\$ 67,212</b>	<b>\$ 1,195,000</b>	<b>\$ 413,595</b>	<b>\$ 827,850</b>	<b>100%</b>	<b>\$ 414,255</b>
<b>EQUIPMENT</b>							
31-54-728	Snow Removal Equipment	\$ -	\$ -	\$ -	\$ -	-	\$ -
31-54-730	Multipurpose Truck	57,621	380,000	380,000	103,000	-73%	(277,000)
31-54-729	Project THOR	231,295	50,000	473,502	50,000	-89%	(423,502)
31-54-780	Mower	6,171	20,000	-	41,200	-	41,200
31-54-795	Loader	117,220	-	-	-	-	-
31-55-715	Police Equipment	24,778	11,869	5,500	25,259	359%	19,759
31-55-724	Patrol Vehicles	116,772	141,596	141,596	290,061	105%	148,465
	<b>TOTAL EQUIPMENT</b>	<b>\$ 553,857</b>	<b>\$ 603,465</b>	<b>\$ 1,000,598</b>	<b>\$ 818,520</b>	<b>-18%</b>	<b>\$ (182,078)</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	\$ -	\$ -	\$ -	-	-
31-51-950	Transfer to Broadband	\$ -	\$ -	\$ -	\$ -	-	\$ -
	<b>TOTAL TRANSFERS</b>	<b>\$ 95,641</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 812,950</b>	<b>\$ 2,181,082</b>	<b>\$ 1,795,685</b>	<b>\$ 2,352,070</b>	<b>31%</b>	<b>\$ 556,385</b>

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

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## **DESCRIPTION**

The Sales Tax Capital Improvement Fund provides for the improvement, construction, and maintenance of Town Parks, multi-use recreational facilities, paved recreation paths, and the Eagle River Park. This Capital Fund is supported by the one-half percent sales tax, beginning July 1, 2016 through June 30, 2046.

## **2020 ACCOMPLISHMENTS**

- Completed construction of the dumpster enclosure at the Eagle River Park.
- Completed replacement of the sand in the beach areas at the Eagle River Park.
- Completed river velocity measurements and macroinvertebrate surveys required for the 404-permit associated with the Eagle River Park.

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

- Complete hydraulic modeling associated with permitting of the Rapid Blocs at the Eagle River Park.
- Complete design and grant applications for the Brush Creek Park playground project.
- Complete construction of the Pavilion improvements at the Eagle River Park.

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

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	% CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
RESTRICTED FOR:						
RESERVE	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
CAPITAL IMPROVEMENTS	-	-	-	-	-	-
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE	547,544	879,334	935,126	1,275,253	36%	340,127
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 709,163</b>	<b>\$ 1,040,953</b>	<b>\$ 1,096,745</b>	<b>\$ 1,436,872</b>	<b>31%</b>	<b>\$ 340,127</b>
<b>REVENUE</b>						
61-431-30 Sales Tax	\$ 743,105	\$ 724,000	\$ 805,000	\$ 853,300	6%	\$ 48,300
61-433-10 Grants	-	-	-	-	-	-
61-436-10 Interest - ColoTrust STCIF	6,350	1,200	959	880	-8%	(79)
61-436-20 Interest - UMB Project Fund	-	-	-	-	-	-
61-436-42 Contributions & Donations	-	-	57,964	5,000	-91%	(52,964)
<b>TOTAL REVENUE</b>	<b>\$ 749,455</b>	<b>\$ 725,200</b>	<b>\$ 863,923</b>	<b>\$ 859,180</b>	<b>-1%</b>	<b>\$ (4,743)</b>
<b>TOTAL SOURCES</b>	<b>\$ 1,458,618</b>	<b>\$ 1,766,153</b>	<b>\$ 1,960,668</b>	<b>\$ 2,296,052</b>	<b>17%</b>	<b>\$ 335,384</b>
<b>EXPENDITURES</b>						
<b>CHARGES FOR SERVICES</b>						
61-50-372 Meeting Expense	\$ -	\$ -	\$ -	\$ -	-	\$ -
61-50-347 Professional Services	14,624	15,536	15,536	15,536	0%	-
61-50-351 Legal	10,943	15,000	15,000	15,000	0%	-
61-50-354 Engineering	7,952	-	-	-	-	-
61-50-360 R&M Services	-	-	55,820	10,000	-82%	(45,820)
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 33,518</b>	<b>\$ 30,536</b>	<b>\$ 86,356</b>	<b>\$ 40,536</b>	<b>-53%</b>	<b>\$ (45,820)</b>
<b>CAPITAL OUTLAY</b>						
61-50-745 Town Park Improvements	\$ 794	\$ 217,000	\$ -	\$ 100,000	-	\$ 100,000
61-50-750 Design	863	-	-	-	-	-
61-50-760 Construction	7,461	-	117,000	555,331	375%	438,331
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 9,118</b>	<b>\$ 217,000</b>	<b>\$ 117,000</b>	<b>\$ 655,331</b>	<b>460%</b>	<b>\$ 538,331</b>
<b>DEBT SERVICE</b>						
61-50-815 Debt Service	\$ 95,000	\$ 100,000	\$ 100,000	\$ 105,000	5%	\$ 5,000
61-50-816 Debt Service Interest	223,738	219,940	219,940	215,938	-2%	(4,002)
61-50-820 Agent Fees	500	500	500	500	0%	-
<b>TOTAL DEBT SERVICE</b>	<b>\$ 319,238</b>	<b>\$ 320,440</b>	<b>\$ 320,440</b>	<b>\$ 321,438</b>	<b>0%</b>	<b>\$ 998</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 361,873</b>	<b>\$ 567,976</b>	<b>\$ 523,796</b>	<b>\$ 1,017,305</b>	<b>94%</b>	<b>\$ 493,509</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 387,582</b>	<b>\$ 157,224</b>	<b>\$ 340,127</b>	<b>\$ (158,125)</b>	<b>-146%</b>	<b>\$ (498,252)</b>
<b>FUND BALANCES (Ending):</b>						
RESTRICTED FOR:						
RESERVE	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
CAPITAL IMPROVEMENTS	-	-	-	-	-	-
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE	935,126	1,036,558	1,275,253	1,117,128	-12%	(158,125)
<b>TOTAL FUND BALANCES (Ending):</b>	<b>\$ 1,096,745</b>	<b>\$ 1,198,177</b>	<b>\$ 1,436,872</b>	<b>\$ 1,278,747</b>	<b>-11%</b>	<b>\$ (158,125)</b>

# 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.

## **2021 ACCOMPLISHMENTS**

- In 2021 the Town began the creation of the Town’s first Open Space and Trails Master Plan.

## **2022 GOALS/STRATEGIC PLAN ALIGNMENT**

- In 2022 the Town will complete the Open Space and Trails Master Plan.

## **2022 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 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
RESTRICTED FUND BALANCE	\$ 75,692	\$ 110,117	\$ 112,040	\$ 114,320	2%	\$ 2,280
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 75,692</b>	<b>\$ 110,117</b>	<b>\$ 112,040</b>	<b>\$ 114,320</b>	<b>2%</b>	<b>\$ 2,280</b>
<b>REVENUES</b>						
71-430-10 Lottery Proceeds	\$ 35,753	\$ 32,000	\$ 38,000	\$ 36,000	-5%	\$ (2,000)
71-430-20 Interest on Investments	595	300	70	120	71%	50
<b>TOTAL REVENUES</b>	<b>\$ 36,348</b>	<b>\$ 32,300</b>	<b>\$ 38,070</b>	<b>\$ 36,120</b>	<b>-5%</b>	<b>\$ (1,950)</b>
<b>TOTAL SOURCES</b>	<b>\$ 112,040</b>	<b>\$ 142,417</b>	<b>\$ 150,110</b>	<b>\$ 150,440</b>	<b>0%</b>	<b>\$ (1,950)</b>
<b>EXPENDITURES</b>						
71-50-347 Professional Services	\$ -	\$ 30,000	\$ 35,790	\$ 25,000	-30%	\$ (10,790)
71-50-746 Camping	-	-	-	-	-	-
71-50-750 Park Improvements	-	-	-	-	-	-
71-50-950 Transfer to Capital Imp. Fund	-	-	-	-	0%	-
71-50-900 Contingency	-	-	-	-	0%	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 35,790</b>	<b>\$ 25,000</b>	<b>-30%</b>	<b>\$ (10,790)</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 36,348</b>	<b>\$ 2,300</b>	<b>\$ 2,280</b>	<b>\$ 11,120</b>	<b>-388%</b>	<b>\$ 8,840</b>
<b>FUND BALANCES (Ending):</b>						
RESTRICTED FUND BALANCE	\$ 112,040	\$ 112,417	\$ 114,320	\$ 125,440	10%	\$ 11,120
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ 112,040</b>	<b>\$ 112,417</b>	<b>\$ 114,320</b>	<b>\$ 125,440</b>	<b>10%</b>	<b>\$ 11,120</b>

# 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. However, 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.

## **2021 ACCOMPLISHMENTS**

- Removed 7,000 feet of old barbed wire fence and improved trail conditions on the Abrams Creek Open Space property to benefit recreationists and wildlife.
- Coordinated with Eagle County Open Space to connect the Eagle Ranch loops with Hardscrabble Road and Brush Creek Valley and Ranch Open Space via the new Adam's Way Trail.
- Installed power to replace the aging BMX start gate with Eagle County BMX.
- Completed improvements at the Haymaker Trailhead, including a restroom enclosure, fencing, improved signage, trashcans, and a changing room.
- Facilitated deferred signage, infrastructure, and trail maintenance projects with Town staff and the Vail Valley Mountain Trails Alliance ("VVMTA") Trail Conservation Crew.

## **2022 GOALS / STRATEGIC PLAN ALIGNMENT**

- Finalize the Open Space and Trails master plan to guide maintenance and preservation of existing natural resources, assets, and trails. The plan will also highlight community desired improvements to the trail system and open space lands (2020 Elevate Eagle Action Plan #3).
- Replace the Town's aging trailhead kiosks with updated maps, information, and rules. Use rusted steel frames to improve durability (2020 Elevate Eagle Action Plan #3.5 & 3.18).
- Continue coordination with the Bureau of Land Management on trail network expansions and implementation of the Open Space and Trails Master Plan (Action Plan #3.9, 3.10 & 3.18).
- Complete needed updates to the Fishing is Fun Pond, with support from grant funding (#3.5).

## **2022 HIGHLIGHTS**

In 2022, the Open Space program will focus on continued maintenance and improvements to trails and infrastructure in open space. Town staff will work with VVMTA's Trail Conservation Crew and potentially a youth corps to complete annual and deferred trail maintenance and signage projects. Staff will also start planning to implement projects highlighted in the Open Space and Trails Master plan, including partnering with federal and county land managers to identify new recreational opportunities on surrounding publicly accessible lands.

## OPEN SPACE PRESERVATION FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
COMMITTED FUND BALANCE	\$ 325,989	\$ 294,876	\$ 359,736	\$ 625,350	74%	\$ 265,614
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ 325,989</b>	<b>\$ 294,876</b>	<b>\$ 359,736</b>	<b>\$ 625,350</b>	<b>74%</b>	<b>\$ 265,614</b>
<b>REVENUES</b>						
81-430-10 Lodging Tax	\$ 102,298	\$ 84,000	\$ 190,000	\$ 195,700	3%	\$ 5,700
81-430-15 Penalty & Interest	1,033	-	-	-	-	\$ -
81-430-20 Interest on Investments	2,406	600	250	203	-19%	(47)
81-430-30 Usage Fees	-	-	-	-	-	-
81-431-00 State Grants (GOCO)	-	-	5,000	-	-100%	(5,000)
81-433-00 Other Grants	7,662	8,980	5,000	-	-100%	(5,000)
81-434-10 Reimbursable Revenue	-	-	-	-	-	-
81-436-70 Miscellaneous	500	-	-	-	-	-
81-437-10 Transfer from General Fund	-	150,000	300,000	150,000	-50%	(150,000)
<b>TOTAL REVENUES</b>	<b>\$ 113,900</b>	<b>\$ 243,580</b>	<b>\$ 500,250</b>	<b>\$ 345,903</b>	<b>-31%</b>	<b>\$ (154,347)</b>
<b>TOTAL SOURCES</b>	<b>\$ 439,889</b>	<b>\$ 538,456</b>	<b>\$ 859,986</b>	<b>\$ 971,253</b>	<b>13%</b>	<b>\$ 111,267</b>
<b>EXPENDITURES</b>						
Operating Expenses	\$ 70,153	\$ 193,810	\$ 174,209	\$ 315,975	81%	\$ 141,766
Capital Expenditures	10,000	44,960	60,427	141,250	134%	80,823
Transfers-Out	-	-	-	15,855	-	15,855
<b>TOTAL EXPENDITURES</b>	<b>\$ 80,153</b>	<b>\$ 238,770</b>	<b>\$ 234,636</b>	<b>\$ 473,080</b>	<b>102%</b>	<b>\$ 238,444</b>
<b>NET SOURCE (USE) OF FUNDS</b>	<b>\$ 33,747</b>	<b>\$ 4,810</b>	<b>\$ 265,614</b>	<b>\$ (127,177)</b>	<b>-148%</b>	<b>\$ (392,791)</b>
<b>FUND BALANCES (Ending):</b>						
COMMITTED FUND BALANCE	\$ 359,736	\$ 299,686	\$ 625,350	\$ 498,173	-20%	\$ (127,177)
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ 359,736</b>	<b>\$ 299,686</b>	<b>\$ 625,350</b>	<b>\$ 498,173</b>	<b>-20%</b>	<b>\$ (127,177)</b>

<b><u>SUMMARY OF EXPENDITURES</u></b>	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL	\$ 36,876	\$ 120,233	\$ 117,827	\$ 159,764	36%	\$ 41,937
MATERIALS & SUPPLIES	2,269	10,625	11,731	13,700	17%	1,969
CHARGES FOR SERVICES	23,722	60,597	42,296	139,850	231%	97,554
DISCRETIONARY FUNDING	5,000	-	-	-	-	-
FIXED CHARGES	2,286	2,355	2,355	2,661	13%	306
CAPITAL EXPENDITURES	10,000	44,960	60,427	141,250	134%	80,823
<b>TOTAL EXPENDITURES</b>	<b>\$ 80,153</b>	<b>\$ 238,770</b>	<b>\$ 234,636</b>	<b>\$ 473,080</b>	<b>102%</b>	<b>\$ 238,444</b>

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# Downtown Development Authority Fund

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## **DESCRIPTION**

The Downtown Development (DDA) was approved by voters in 2020. The DDA includes the old downtown area of Eagle and is governed by a board. The DDA is responsible for funding improvements in the downtown that increase economic vitality for the businesses and residents located in the district.

## **2021 ACCOMPLISHMENTS**

- Completed a DDA work plan
- Successfully executed a \$27 million bond election for improvements for the downtown district

## **2022 GOALS / STRATEGIC PLAN ALIGNMENT**

- Complete a DDA website
- Hire an Executive Director
- Implement elements of the work plan
- Consider new annexations into the district

## **2022 HIGHLIGHTS**

The DDA is still a new organization. In 2022, the focus of the DDA over the next few years will be to establish a foundation that will include developing administrative policies, implementing elements of the work plan and tracking the tax increment that the district will start to receive. The Town Council will continue to provide seed money to help the DDA accomplish short-term goals until the DDA can support itself over the long-term.

## DOWNTOWN DEVELOPMENT AUTHORITY FUND SUMMARY

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>REVENUES</b>						
91-431-10    TIF Property Taxes	\$ -	\$ -	\$ -	\$ -	-	\$ -
91-436-10    DDA Interest	-	-	-	-	-	-
91-436-70    Miscellaneous	-	-	-	-	-	-
91-437-10    Transfer From General Fund	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>TOTAL SOURCES</b>						
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>EXPENDITURES</b>						
91-50-210    Office Supplies	\$ -	\$ -	\$ -	\$ -	-	\$ -
91-50-220    Operating Supplies	-	-	-	-	-	-
91-50-347    Professional Services	-	-	-	-	-	-
91-50-351    Legal	-	-	-	-	-	-
91-50-385    Treasurer Fees	-	-	-	-	-	-
91-50-510    Insurance	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>NET SOURCE (USE) OF FUNDS</b>						
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>

# Parking Fee in Lieu Fund

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## **DESCRIPTION**

The Council approved the implementation of the Parking Fee in Lieu Fund in 2022 for a Parking Fee in Lieu Program. The fund accounts for operating and capital parking fee in lieu revenue collected from developers within the Parking Fee In-lieu Program Boundary. The fees are voluntary in nature meaning, a developer or owner will have the option to pay a fee if they choose not to provide all or a portion of the required parking spaces on-sit as required by the Town's parking regulations. All funds collected will be used to conduct parking studies or evaluations, construct parking facilities, operate and maintain parking facilities, and administrative services related to parking, all within the Program Boundary.

## **2021 ACCOMPLISHMENTS**

- Completion of the updated Downtown Parking Study to develop the Parking Fee in Lieu Program

## **2022 GOALS / STRATEGIC PLAN ALIGNMENT**

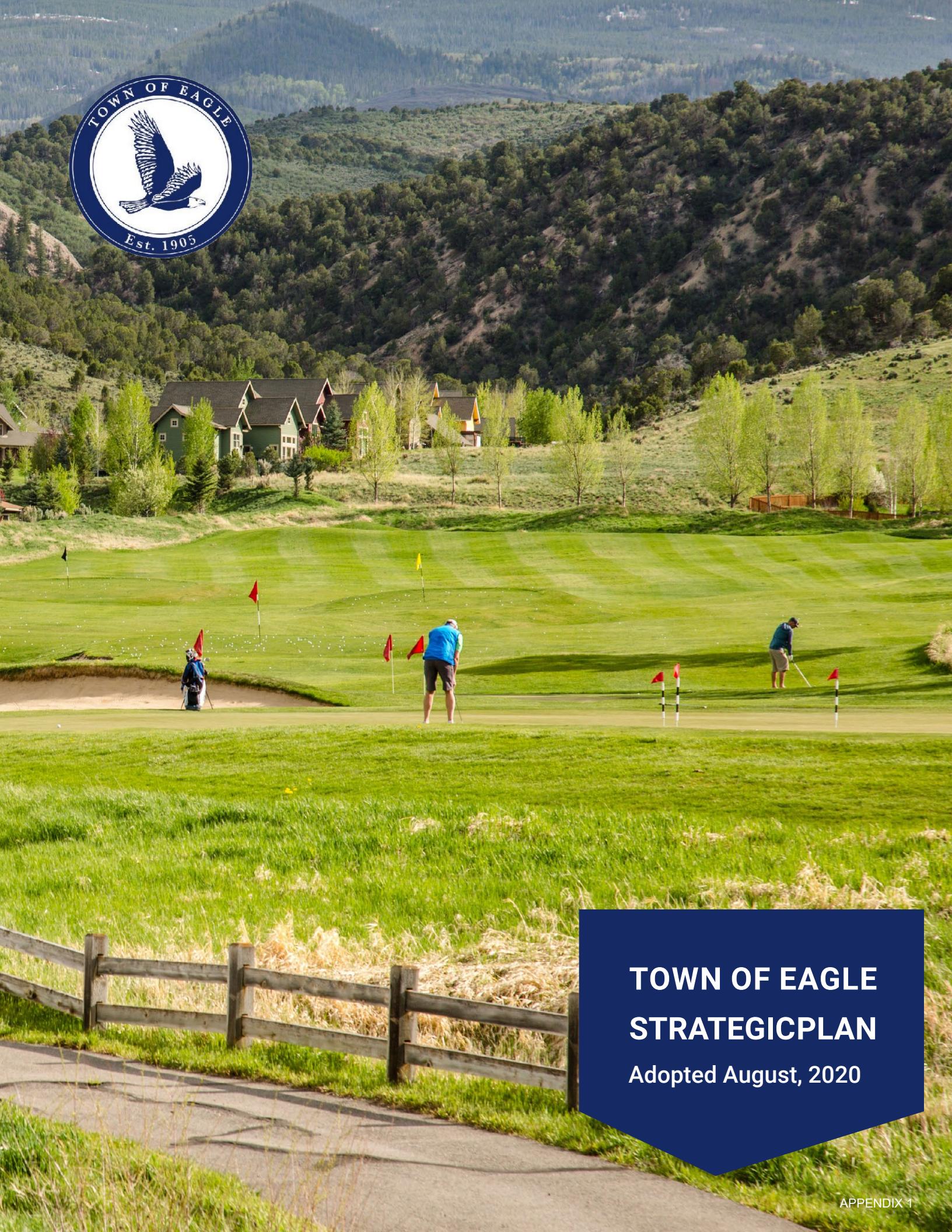
- Implement the Program and roll out to developers

## **2022 HIGHLIGHTS**

The Parking Fee in Lieu Program is brand new to the organization. The focus over the next few years will be to plan for future projects and build up funds to complete the planned projects within the Program Boundary.

**PARKING FEE IN LIEU FUND SUMMARY**

	ACTUAL 2020	BUDGET 2021	REVISED 2021	BUDGET 2022	% CHANGE FROM PY	\$ CHANGE FROM PY
<b>FUND BALANCES (Beginning):</b>						
<b>RESTRICTED FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>REVENUES</b>						
Parking Fee in Lieu - Operating	\$ -	\$ -	\$ -	\$ -	-	\$ -
Parking Fee in Lieu - Capital	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>TOTAL SOURCES</b>						
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>EXPENDITURES</b>						
Office Supplies	\$ -	\$ -	\$ -	\$ -	-	\$ -
Operating Supplies	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-
Legal	-	-	-	-	-	-
Insurance	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>NET SOURCE (USE) OF FUNDS</b>						
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>FUND BALANCES (Ending):</b>						
<b>RESTRICTED FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -	-	\$ -
<b>TOTAL FUND BALANCE (Ending)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>



# **TOWN OF EAGLE STRATEGIC PLAN**

**Adopted August, 2020**

# ABOUT THE TOWN OF EAGLE

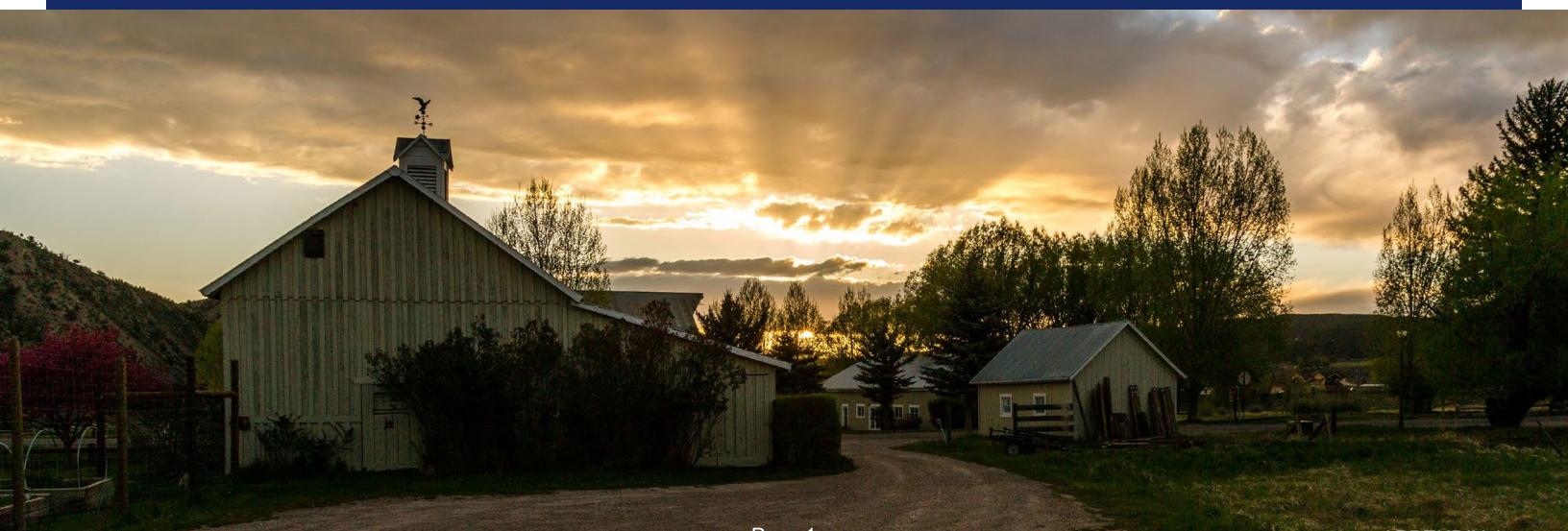
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**The Community** - Located on the western slope of the Rockies, halfway between Denver and Grand Junction, the Town of Eagle has a population of approximately 6,600 and is one of Colorado's best kept secrets. Eagle offers access to epic mountain biking, 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:**

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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.



## 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.



## 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.



## 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.



## 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.



## 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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## 2022 Pay Plan

Effective: January 1, 2022

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
1			\$14.5000	\$18.8500	\$23.2000	Hourly
			\$1,160.0000	\$1,508.0000	\$1,856.0000	Bi-Weekly
			\$30,160.0000	\$39,208.0000	\$48,256.0000	*If Annualized
	Maintenance Worker (Seasonal)	Non-Exempt				
2	Info Center Host (Part Time)	Non-Exempt				
	Intern I (Career X)	Non-Exempt				
	Open Space Trail Technician (Seasonal)	Non-Exempt				
			\$19.1500	\$22.9800	\$26.8100	Hourly
			\$1,532.0000	\$1,838.4000	\$2,144.8000	Bi-Weekly
			\$39,832.0000	\$47,798.4000	\$55,764.8000	*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				
	Plant Operator D & Trainee	Non-Exempt				
4			\$22.9558	\$27.5470	\$32.1382	Hourly
			\$1,836.4667	\$2,203.7600	\$2,571.0533	Bi-Weekly
	Administrative Technician II	Non-Exempt	\$47,748.1333	\$57,297.7600	\$66,847.3867	*If Annualized
	Code Enforcement Officer	Non-Exempt				
	Permit Technician	Non-Exempt				
	Plant Operator - C License	Non-Exempt				
	Maintenance Technician II	Non-Exempt				
	Mechanic I	Non-Exempt				
	Records-Information Tech II (PD)	Non-Exempt				
	Utility Billing & Accounting Specialist	Non-Exempt				
5			\$26.4654	\$33.0817	\$39.6980	Hourly
			\$2,117.2288	\$2,646.5360	\$3,175.8432	Bi-Weekly
			\$55,047.9488	\$68,809.9360	\$82,571.9232	*If Annualized
	Building & Grounds Supervisor	Non-Exempt				
	IT Technician I	Non-Exempt				
	Maintenance Technician III	Non-Exempt				
	Mechanic II	Non-Exempt				
	Plant Operator B	Non-Exempt				
	Records-Evidence Supervisor & Exec. Asst (PD)	Non-Exempt				
	Public Works Inspector	Non-Exempt				
5a			\$27.6133	\$34.5166	\$41.4199	Hourly
			\$2,209.0624	\$2,761.3280	\$3,313.5936	Bi-Weekly
	Building Inspector I	Non-Exempt	\$57,435.6224	\$71,794.5280	\$86,153.4336	*If Annualized
	Economic Development Specialist (New 2022)	Non-Exempt				
	IT Technician II (possible future IT Staff)	Non-Exempt				
	Maintenance Technician IV	Non-Exempt				
	Mechanic III/Master Mechanic (New 2022)	Non-Exempt				
	Plant Operator - A License	Non-Exempt				
<b>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.</b>						



**2022 Pay Plan**  
**Effective: January 1, 2022**

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
6			\$30.0196	\$37.5245	\$45.0294	Hourly
			\$2,401.5680	\$3,001.9600	\$3,602.3520	Bi-Weekly
	Special Events Manager	Exempt	\$62,440.7680	\$78,050.9600	\$93,661.1520	*If Annualized
	Civil Engineer I	Exempt				
	Planner II	Exempt				
	Plans Examiner/Inspector (New 2022)	Non-Exempt				
7			\$30.7500	\$38.4375	\$46.1250	Hourly
			\$2,460.0000	\$3,075.0000	\$3,690.0000	Bi-Weekly
	Police Officer-School Resource Officer I & II	Non-Exempt	\$63,960.0000	\$79,950.0000	\$95,940.0000	*If Annualized
8			\$31.4364	\$39.2955	\$47.1546	Hourly
			\$2,514.9139	\$3,143.6400	\$3,772.3680	Bi-Weekly
			\$65,387.7619	\$81,734.6400	\$98,081.5680	*If Annualized
	Building Inspector II	Non-Exempt				
9			\$33.1368	\$41.4210	\$49.7051	Hourly
			\$2,650.9440	\$3,313.6760	\$3,976.4080	Bi-Weekly
			\$68,924.5440	\$86,155.5760	\$103,386.6080	*If Annualized
	Lead Plant Operator	Non-Exempt				
	Town Clerk, Court Supervisor	Exempt				
10			\$38.0315	\$47.5394	\$57.0473	Hourly
			\$3,042.5216	\$3,803.1520	\$4,563.7824	Bi-Weekly
			\$79,105.5616	\$98,881.9520	\$118,658.3424	*If Annualized
	Building Official	Non-Exempt				
	Human Resources Manager	Exempt				
11			\$42.1998	\$52.7498	\$63.2998	Hourly
			\$3,375.9872	\$4,219.9840	\$5,063.9808	Bi-Weekly
			\$87,775.6672	\$109,719.5840	\$131,663.5008	*If Annualized
	Town Engineer	Exempt				
12			\$43.9521	\$57.1377	\$70.3233	Hourly
			\$1,142.7540	\$1,457.0160	\$1,625.8658	Bi-Weekly
			\$91,420.3200	\$118,846.4160	\$146,272.5120	*If Annualized
	Assistant Town Manager	Non-Exempt				
	Town Planner-Community Development Director	Exempt				
<b>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.</b>						

**2022 Pay Plan Implementation Guide**

**Effective 01/01/2022\***

\*First full pay period for 2022, paid 1/21/2022

The following is a guide regarding how the 2022 Pay Plan will be implemented:

1. The Town established a 2-3% 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 4<sup>th</sup> Quarter of 2021.
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 – 1.70 % merit increase.
6. Employees who receive an effective/outstanding/above expectations evaluation will be eligible to receive a 1.75 – 3.0 % merit increase.
7. Employees who have been employed by the Town for less than 11 months as of 12/01/2021 may be eligible to receive a pro-rated merit increase based on the months of employment. Employees hired in December of 2021 may not receive a merit increase until 1/2023.
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 Human Resources Manager.



## 2022 Town Holidays Observed

Date	Holiday
Monday, January 3	New Year's Day Observed
Monday, January 17	Martin Luther King Day
Monday, February 21	President's Day
Monday, May 30	Memorial Day
Monday, June 20	Juneteenth Observed
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Monday October 10	Indigenous Peoples Day
Friday, November 11	Veterans' Day holiday
Thursday, November 24	Thanksgiving Day
Friday, November 25	Day After Thanksgiving
Friday, December 23	Christmas Eve. Observed
Monday, December 26	Christmas Day Observed
Friday, December 30	New Year's Eve. Observed
upon supervisory approval	Floating Holiday

Total 15 full days



## 2022 Town Holidays for Sworn Police Officers

Date	Holiday
Saturday, January 1	New Year's Day
Monday, January 17	Martin Luther King Day
Monday, February 21	President's Day
Monday, May 30	Memorial Day
Sunday, June 19	Juneteenth
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Monday, October 10	Indigenous Peoples Day
Friday, November 11	Veteran's Day
Thursday, November 24	Thanksgiving Day
Friday, November 25	Day After Thanksgiving
Saturday, December 24	Christmas Eve.
Sunday, December 25	Christmas Day
Saturday, December 31	New Year's Eve.
upon supervisory approval	Floating Holiday

Total 15 full days

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## ADMINISTRATIVE FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED 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	\$ 2.00	\$ 2.00	NO 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	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
BUSINESS LICENSE FEE	Business License - Sales Within Public Right of Way	\$ 25.00 - 250.00	\$ 25.00 - 250.00	NO CHANGE
BUSINESS LICENSE FEE	Business License/Business Marketing Fee	\$ 20.00	\$ 20.00	NO CHANGE
BUSINESS LICENSE FEE	Business License/Business Occupation Tax	\$ 55.00	\$ 55.00	NO CHANGE
BUSINESS 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
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: One Day	\$ 50.00	\$ 50.00	NO CHANGE
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: Two Consecutive Days	\$ 65.00	\$ 65.00	NO CHANGE
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: Three Consecutive Days	\$ 85.00	\$ 85.00	NO CHANGE
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: Seven Consecutive Days	\$ 105.00	\$ 105.00	NO CHANGE
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: Thirty Consecutive Days	\$ 125.00	\$ 125.00	NO CHANGE
BUSINESS LICENSE FEE	Business License Peddler and Solicitors: One Year	\$ 275.00	\$ 275.00	NO CHANGE
BUSINESS LICENSE FEE	Communal Outdoor Dining Permit	N/A	\$ 75.00	NEW FEE
BUSINESS LICENSE FEE	Takeout Delivery Permit	N/A	\$ 25.00	NEW FEE
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	2021 FEE	2022 FEE	PROPOSED 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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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
LIQUOR LICENSE FEE	Communal Outdoor Dining Area Application Fee	N/A	\$ 50.00	NEW FEE
LIQUOR LICENSE FEE	Festival Permit Application Fee	N/A	\$ 100.00	NEW FEE
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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

## TOWN CLERK FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
OPENSPACE 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 FEES	Pavilion/Studio-Stains on Carpet	\$75 / Stain	\$75 / Stain	NO CHANGE

## FACILITY RENTAL

Fee Type	Fee Title	2021 Fee	2022 Fee	Proposed Fee 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	2021 FEE	2022 FEE	PROPOSED 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	2021 FEE	2022 FEE	PROPOSED 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 '1 100 or fraction thereof, to and including 2,000	\$39.40 for the first 500 plus \$3.60 for each add '1 100 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 '1 1,000 or fraction thereof, to and including 25,000	\$93.40 for the first 2,000 plus \$16.30 for each add '1 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 '1 1,000 or fraction thereof, to and including 50,000	\$468.30 for the first 25,000 plus \$11.75 for each add '1 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 '1 1,000 or fraction thereof, to and including 100,000	\$762.05 for the first 50,000 plus \$8.15 for each add '1 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 '1 1,000 or fraction thereof, to and including 500,000	\$1,169.55 for the first 100,000 plus \$6.55 for each add '1 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 '1 1,000 or fraction thereof, to and including 1,000,000	\$3789.55 for the first 500,000 plus \$5.55 for each add '1 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 DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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 '1,000	\$6,564.55 for the first 1,000,000 plus \$4.30 for each add '1,000	NO 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	2021 FEE	2022 FEE	PROPOSED 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

## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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
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 installation of meters larger than 1" - actual cost x 2	Meter and all items associated with installation of meters larger than 1" - actual cost x 2	NO CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) In Town	\$ 12,243	\$ 14,080	FEE CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) Out of Town	\$ 18,365	\$ 21,119	FEE CHANGE

## BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED 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	NO CHANGE

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED 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)	\$ 2,359.23	\$ 2,481.90	FEE CHANGE
FIRE IMPACT FEES	Residential - Multi family (per unit)	\$ 1,078.01	\$ 1,134.07	FEE CHANGE
FIRE IMPACT FEES	Nonresidential, except temporary & extended stay lodging facilities (per 1,000sqft)	\$ 950.74	\$ 1,000.18	FEE CHANGE
FIRE IMPACT FEES	Temporary & extended stay lodging facilities (per 1,000sqft)	\$ 950.74	\$ 1,000.18	FEE CHANGE
PUBLIC SAFETY IMPACT FEE	Impact fee per dwelling unit for residential land use	\$ 1,359.89	\$ 1,407.49	FEE CHANGE
PUBLIC SAFETY IMPACT FEE	Impact fee for commercial land use	\$0.32 / square foot	\$0.33 / square foot	FEE CHANGE
LAND USE APPLICATION FEES	Annexation and Initial Zoning (Non PUD <2 acres)	\$1,500 + Deposit of 20% of estimated passthrough costs	\$1,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Annexation and Initial Zoning (Non PUD >2 acres)	\$2,500 + Deposit of 20% of estimated passthrough costs	\$2,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Annexation and Initial Zoning (PUD any size)	\$2,500 + Deposit of 20% of estimated passthrough costs	\$2,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE
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 + Deposit of 20% of estimated passthrough costs	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Small Area Plan Exception/Amendment	\$1,000 + Deposit of 20% of estimated passthrough costs	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
LAND USE APPLICATION FEES	PUD Residential Zoning Plan	\$750 + \$25 per du + Deposit of 20% of estimated passthrough costs	\$750 + \$25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Residential Development Plan	\$1,000 + \$25 per du + Deposit of 20% of estimated passthrough costs	\$1,000 + \$25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Commercial & Industrial Zoning Plan	\$800 + Deposit of 20% of estimated passthrough costs	\$800 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Commercial & Industrial Development Plan	\$1,250 + Deposit of 20% of estimated passthrough costs	\$1,250 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Multiple Use - Zoning Plan	\$1,000 + Deposit of 20% of estimated passthrough costs	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Multiple Use - Development Plan	\$2,000 + Deposit of 20% of estimated passthrough costs	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Zoning Plan and Development Plan Combination	Listed Fee with 15% discount + Deposit of 20% of estimated passthrough costs	Listed Fee with 15% discount + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Minor Amendment	\$500 + Deposit of 20% of estimated passthrough costs	\$500 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	PUD Major Amendment	\$1,500 + Deposit of 20% of estimated passthrough costs	\$1,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Sketch Plan	\$500 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	\$500 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Preliminary Plan	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Final Plat	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	\$800 Plus \$25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
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 + Deposit of 20% of estimated passthrough costs	\$450 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Subdivision – Minor	\$550 + \$600 Deposit	\$550 + \$600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Combination Sketch Plan/Prelim Plan	Listed fees with 15% discount + 20% of estimated passthrough costs	Listed fees with 15% discount + 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Combination Prelim/Final Plat	Listed fees with 15% discount + deposit of 20% of estimated passthrough costs	Listed fees with 15% discount + deposit of 20% of estimated passthrough costs	NO CHANGE
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	Wireless Communication Facility (WCF) Administrative Approval Fee	N/A	\$ 450	NEW FEE
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 + Deposit of 20% of estimated passthrough costs	\$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Development Permit - Major non PUD	\$2,000 + Deposit of 20% of estimated passthrough costs	\$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE
LAND USE APPLICATION FEES	Encroachment Permit	\$ 250	\$ 250	NO CHANGE
LAND USE APPLICATION FEES	An Appeal of a Planning Decision	Original application fee (No Deposit)	Original application fee (No Deposit)	NO CHANGE
PARKING FEE IN-LIEU	Parking Fee In-Lieu (Operating)	N/A	\$7,000 / Parking Space within the Parking Fee In-Lieu Program Boundary	NEW FEE
PARKING FEE IN-LIEU	Parking Fee In-Lieu (Capital)	N/A	\$16,100 / Parking Space within the Parking Fee In-Lieu Program Boundary	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

## PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE 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	2021 FEE	2022 FEE	PROPOSED 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	2021 FEE	2022 FEE	PROPOSED 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)	\$4.77/1,000 gallons	\$4.77/1,000 gallons	NO CHANGE
PUBLIC WORKS	Excavation Permit One Time	N/A	\$ 50.00	MISSING FEE
PUBLIC WORKS	Excavation Permit Annual	N/A	\$ 150.00	MISSING FEE
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-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	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
WATER FUND FEE	Rate Class Monthly Base Fee Usage Block (gal) Charge per 1,000 gal			
WATER FUND FEE	Residential without accessory dwelling unit	\$ 37.44	\$ 38.56	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 3.18	\$ 3.28	FEE CHANGE
WATER FUND FEE	6,001-17,000	\$ 7.02	\$ 7.23	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.52	\$ 10.84	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.79	\$ 16.26	FEE CHANGE
WATER FUND FEE	Residential with accessory dwelling unit base fee	\$ 46.97	\$ 48.38	FEE CHANGE
WATER FUND FEE	0-8,000	\$ 3.18	\$ 3.28	FEE CHANGE
WATER FUND FEE	8,001-17,000	\$ 7.02	\$ 7.23	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.52	\$ 10.84	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.79	\$ 16.26	FEE CHANGE
	Non-Residential Commercial & Mixed Use Base Fee (per unit)			
WATER FUND FEE	0-6,000	\$ 37.44	\$ 38.56	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 3.18	\$ 3.28	FEE CHANGE
	Non-Residential Government, Schools & Churches base fee (per unit)			
WATER FUND FEE	0-6,000	\$ 7.02	\$ 7.23	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 37.44	\$ 38.56	FEE CHANGE
	Residential/ Non- Residential Compound Meter High Side base fee (per unit)	\$ -	\$ -	FEE CHANGE
WATER FUND FEE	All Usage	\$ 7.02	\$ 7.23	FEE CHANGE
	Out of Town Residential without accessory dwelling unit base fee			
WATER FUND FEE	0-6,000	\$ 56.16	\$ 57.85	FEE CHANGE
WATER FUND FEE	6,001-17,000	\$ 4.77	\$ 4.92	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.49	\$ 10.81	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.74	\$ 16.22	FEE CHANGE
	Out of Town Residential with accessory dwelling unit base fee	\$ 23.61	\$ 24.31	FEE CHANGE
WATER FUND FEE	0-8,000	\$ 70.50	\$ 72.61	FEE CHANGE
WATER FUND FEE	8,001-17,000	\$ 4.77	\$ 4.92	FEE CHANGE
WATER FUND FEE	17,001-28,000	\$ 10.49	\$ 10.81	FEE CHANGE
WATER FUND FEE	28,000 +	\$ 15.74	\$ 16.22	FEE CHANGE
		\$ 23.61	\$ 24.31	FEE CHANGE

## UTILITY FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
WATER FUND FEE	<b>Out of Town Non-Residential Commercial &amp; Mixed Use base fee (per unit)</b>	\$ 56.16	\$ 57.85	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 4.77	\$ 4.92	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 10.49	\$ 10.81	FEE CHANGE
	<b>Non-Residential Government, Schools &amp; Churches base fee (per unit)</b>	\$ 56.16	\$ 57.85	FEE CHANGE
WATER FUND FEE	0-6,000	\$ 4.77	\$ 4.92	FEE CHANGE
WATER FUND FEE	6,000 +	\$ 10.49	\$ 10.81	FEE CHANGE
	<b>Residential/ Non- Residential Compound Meter High Side base fee(per unit)</b>	\$ -	\$ -	FEE CHANGE
WATER FUND FEE	All Usage	\$ 10.49	\$ 10.81	FEE CHANGE
WATER FUND FEE	<b>Surcharge 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 - 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 (Water/Sewer/Trash)	\$ 5.00	\$ 5.00	FEE TITLE CHANGE ONLY
	Residential/Commercial/Mixed Use/Government/Schools - Monthly Sewer Service (per unit)	\$ 61.76	\$ 63.61	FEE CHANGE
WASTE WATER FUND FEE	Residential monthly charges rubbish removal and recycling base fee	\$ 26.92	\$ 27.72	FEE CHANGE
REFUSE FEE	Additional can fee per month	\$ 21.52	\$ 22.16	FEE 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, refrigerator	\$ 30.00	\$ 30.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Carpet: per cubic yard	\$ 18.00	\$ 18.00	NO CHANGE

## UTILITY FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED FEE CHANGE
REFUSE FEE	Extra Trash Charges: Construction Materials - per cubic yard	\$ 18.00	\$ 18.00	NO 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	\$ 1.34	FEE CHANGE
STORMWATER MANAGEMENT FEE	Residential Monthly Fee	\$ 3.00	\$ 3.00	NO CHANGE
STORMWATER MANAGEMENT FEE	Commercial Monthly Fee	\$ 6.00	\$ 6.00	NO CHANGE

## COURT FEES

FEE TYPE	FEE TITLE	2021 FEE	2022 FEE	PROPOSED 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	2021 FEE	2022 FEE	PROPOSED 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	
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>\$ 775,238</b>	<b>\$ 46,656</b>	<b>\$ 14,744,837</b>	<b>\$ 4,081,485</b>	<b>\$ 5,473,000</b>	<b>\$ 773,986</b>	<b>\$ 710,866</b>	<b>\$ 76,991</b>	<b>\$ 4,735,000</b>	<b>\$ 3,449,850</b>	<b>\$ 34,867,910</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

### 2022 Projected Debt Service Coverage Ratio:

Gross Revenues	5,215,061	5,215,061	3,491,530	3,491,530	\$ 859,180
Operating Expenses	3,179,080	2,462,477	1,711,840	2,525,449	41,036
Budgeted Net Revenues	\$ 2,035,981	\$ 2,752,584	\$ 1,779,690	\$ 966,081	818,144
2022 Debt Service	273,965	990,568	892,395	78,786	320,938
2022 Projected Debt Service Coverage Ratio	743%	278%	199%	1226%	255%
Debt Service Coverage Ratio by Fund					
	239%			210%	216%

**Projected Debt Service Coverage Ratio Caluation** = 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 2022 - 2026

Department/Fund and Project	2022	2023	2024	2025	2026	<b>TOTAL</b>
<b>Capital Improvements Fund:</b>						
<b>General Administration</b>						
Town Council Room AV Upgrades	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Town Hall Office Renovation	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Building Interconnectivity IT Project	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Network overhaul Admin	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Network overhaul PD	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ 16,000
Security Cameras	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
CivicRec Software	-	-	-	-	-	-
Civic Plus ATS Software	-	-	-	-	-	-
<b>General Administration Total</b>	<b>\$ 328,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 328,500</b>
<b>Streets</b>						
Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights	\$ 89,250	\$ -	\$ -	\$ -	\$ -	\$ 89,250
Sidewalk, Trees, etc.: Capitol Street between 2nd & 5th Streets.	-	-	-	-	-	-
Sidewalk/Trail: Capitol Street - Highway 6 to Second Street.	-	-	-	-	-	-
CDOT ROW at Gateway Beautification	200,000	-	-	-	-	\$ 200,000
Grand Avenue Improvements	246,405	-	23,152,500	-	-	\$ 23,398,905
Street Lights-Market St. LED Conversion	44,100	-	-	-	-	\$ 44,100
Sidewalk/Trail: Pedestrian Trail Bull Pasture - West Side	-	110,250	-	-	-	\$ 110,250
Sylvan Lake Roundabout Crossing – Street Light	31,500	-	-	-	-	\$ 31,500
Grand Avenue and Capitol Street - Street Light	10,500	-	-	-	-	\$ 10,500
Sidewalk/Trail: Chambers Avenue Sidewalk Extension	52,500	-	-	-	-	\$ 52,500
Sidewalk/Trail: Pedestrian Trail Cemetery Connection	-	253,575	-	-	-	\$ 253,575
Nogal Road and Highway 6 Street Light	-	44,100	-	-	-	\$ 44,100
Public Works Bins	-	110,250	-	-	-	\$ 110,250
Public Works Hut	-	275,625	-	-	-	\$ 275,625
Handicap Ramps and Sidewalks "Safe Routes to School"	-	-	-	145,861	-	\$ 145,861
Sidewalk/Trail: Brush Creek Road - Pathway connection.	-	-	-	243,101	-	\$ 243,101
Sidewalk/Trail: Sixth Street between Capitol Street and Town	-	-	-	243,101	-	\$ 243,101
Capitol Street - 6TH TO 7TH PARKING	-	-	-	-	96,615	\$ 96,615
Sidewalk/Trail: Highway 6 sidewalk connection improvements	-	-	-	-	127,628	\$ 127,628
<b>Streets Total</b>	<b>\$ 674,255</b>	<b>\$ 793,800</b>	<b>\$ 23,152,500</b>	<b>\$ 632,063</b>	<b>\$ 224,243</b>	<b>\$ 25,476,861</b>
<b>Buildings &amp; Grounds</b>						
Pool and Ice Capital Improvements Funding	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Pool and Ice Capital Improvements Debt Service Funding	-	-	-	-	-	-
Art Mural	25,000	-	-	-	-	\$ 25,000
Project THOR	50,000	50,000	50,000	50,000	50,000	\$ 250,000
Network Overhaul - PW	7,700	-	-	-	-	\$ 7,700
Town Park – Remove pea gravel and pour-in-place	-	-	-	-	-	-
Town Hall Exterior Wall	-	-	-	-	-	-
Studio – Floor	-	10,500	-	-	-	\$ 10,500
Town Hall Roof Top Unit	-	-	-	-	-	-
Public Works Solar	-	-	-	-	-	-
Town Hall Exterior Parking Lot	21,000	-	-	-	-	\$ 21,000
Public Works Expansion design (2022 Build)	-	441,000	4,630,500	-	-	\$ 5,071,500
Public Works Charging Station	100,000	-	-	-	-	\$ 100,000
Town Hall Roof Top Unit	73,500	-	-	-	-	\$ 73,500
Pavilion Solar	-	55,125	-	-	-	\$ 55,125
Town Hall Charging Station	100,000	-	-	-	-	\$ 100,000
Town Hall Solar	-	110,250	-	-	-	\$ 110,250
Recycle Drop-off Center Paving	-	-	63,669	-	-	\$ 63,669
Information Center Solar	-	-	-	46,305	-	\$ 46,305
Town Park Solar	-	-	-	34,729	-	\$ 34,729
Studio Solar	-	-	-	48,620	-	\$ 48,620
Irrigation Intake Improvements	-	-	-	121,551	-	\$ 121,551
Visitor Center & Bathrooms	-	-	-	-	638,141	\$ 638,141
<b>Building &amp; Grounds Total</b>	<b>\$ 427,200</b>	<b>\$ 716,875</b>	<b>\$ 4,794,169</b>	<b>\$ 351,205</b>	<b>\$ 738,141</b>	<b>\$ 7,027,590</b>

## Capital Improvement Plan Summary for 2022 - 2026

Department/Fund and Project	2022	2023	2024	2025	2026	TOTAL
<b>Public Safety</b>						
Radar Feedback Signage	-	-	12,123	-	-	<b>12,123</b>
Axon Body Camera Technology	-	-	-	-	-	-
Meraki 24-Port POE Switch	-	-	-	-	-	-
Server Replacement Schedule	6,000	-	-	-	-	<b>6,000</b>
Patrol Room Upgrades	14,000	-	-	-	-	<b>14,000</b>
Interstate 6X10 Victory Cargo from Trailer Plus	5,259	-	-	-	-	<b>5,259</b>
License Plate Reader	-	19,214	-	-	-	<b>19,214</b>
<b>Public Safety Total</b>	<b>\$ 25,259</b>	<b>\$ 19,214</b>	<b>\$ 12,123</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 56,596</b>
<b>Total Capital Improvements Fund</b>	<b>\$ 1,455,214</b>	<b>\$ 1,529,889</b>	<b>\$ 27,958,792</b>	<b>\$ 983,268</b>	<b>\$ 962,384</b>	<b>\$ 32,889,547</b>

General Fund - Streets	2022	2023	2024	2025	2026	TOTAL
Street Resurfacing - Sylvan Lake Road - Part 1 (Lime Park Drive to MacDonald), Abrams Creek Road & Robins Egg Lane, and Violet Lane.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street Resurfacing - Chambers Avenue (from Sawatch to Sawatch), Marmot Lane, Loren Lane, Pond Road and Eby Creek Road near Pond Road.	650,000	-	-	-	-	<b>\$ 650,000</b>
Street Resurfacing - Newquist, Horton, Seabry, Pat's Circle, Deep Eddy Cove, and Ouzel Lane	-	700,000	-	-	-	<b>\$ 700,000</b>
Street Resurfacing - West Eagle (Castle Drive, King Road, and Prince Alley)	-	-	735,000	-	-	<b>\$ 735,000</b>
Grand Avenue Improvements (update pavement management plan in 2025)	-	-	-	771,750	-	<b>\$ 771,750</b>
Sylvan Lake Road - Part 2	-	-	-	-	810,338	<b>\$ 810,338</b>
<b>General Fund - Streets Total</b>	<b>\$ 650,000</b>	<b>\$ 700,000</b>	<b>\$ 735,000</b>	<b>\$ 771,750</b>	<b>\$ 810,338</b>	<b>\$ 3,667,088</b>

Fleet	2022	2023	2024	2025	2026	TOTAL
Patrol Vehicle - (Public Safety)	\$ 290,061	\$ 158,657	\$ 182,717	\$ 192,020	\$ 203,304	<b>\$ 1,026,759</b>
Administrative Police Vehicle - (Public Safety) - Chief	-	56,575	-	-	-	<b>56,575</b>
Street Sweeper - (Streets)	309,000	-	-	-	-	<b>309,000</b>
Bobcat Multi-tool #1 (Streets)	-	-	-	135,061	-	<b>135,061</b>
International 7400 SFA 4X2 (Streets)	-	-	-	-	-	-
Air Compressor Trailer/185 Atlas (Streets)	-	-	-	33,765	-	<b>33,765</b>
PJ Utility Trailer - 2016 (B&G)	-	10,609	-	-	-	<b>10,609</b>
Ford F-350 Flat Bed / Plow (B&G)	-	-	-	-	-	-
Ford F-350 Flat Bed /Weed Sprayer (B&G)	-	-	-	-	-	-
Ford F-250 (B&G)	-	-	-	-	-	-
Ford F-250 (B&G)	51,500	-	-	-	-	<b>51,500</b>
Ford F-150 Crew Cab (Engineering)	51,500	-	-	-	-	<b>51,500</b>
Ford F-350 (B&G)	-	53,045	-	-	-	<b>53,045</b>
Ford F-350 Plow/Sander (WW)	-	63,654	-	-	-	<b>63,654</b>
Ford F-350 Service Bed (Streets)	-	-	65,564	-	-	<b>65,564</b>
Ford F-150 Extended Cab (Engineering)	-	-	43,709	-	-	<b>43,709</b>
Ford F-250 Super Duty (Water)	-	-	-	56,275	-	<b>56,275</b>
Ford F-550 Hook Truck (Streets)	-	-	-	67,531	-	<b>67,531</b>
Ford F-150 (WW)	-	-	-	-	46,371	<b>46,371</b>
Ford F-150 (Water)	-	-	-	-	46,371	<b>46,371</b>
Ford F-150 (Water)	36,050	-	-	-	-	<b>36,050</b>
John Deere 1435 Mower/Broom (B&G)	-	42,436	-	-	-	<b>42,436</b>
John Deere X740 A (B&G)	-	-	-	-	-	-
John Deere X740 Mower (B&G)	-	-	-	-	-	-
John Deere 301- A Tractor (B&G)	-	63,654	-	-	-	<b>63,654</b>
Ventrac 3400 (B&G)	-	-	-	-	-	-
Toro Z Master (B&G)	20,600	-	-	-	-	<b>20,600</b>
Toro Z Master (B&G)	20,600	-	-	-	-	<b>20,600</b>
Jeep Wrangler - 2007 (Open Space)	-	37,132	-	-	-	<b>37,132</b>

## Capital Improvement Plan Summary for 2022 - 2026

Department/Fund and Project	2022	2023	2024	2025	2026	<b>TOTAL</b>
Ford F-350 Flat Bed - 1999 (Marketing & Events)	-	-	-	-	40,575	<b>40,575</b>
Jeep Patriot (Community Development)	-	-	38,245	-	-	<b>38,245</b>
<b>Fleet Total</b>	<b>\$ 779,311</b>	<b>\$ 485,762</b>	<b>\$ 330,235</b>	<b>\$ 484,652</b>	<b>\$ 336,621</b>	<b>\$ 2,416,581</b>

### Water Fund

Cemetery Tank	3,675,000	-	-	-	-	<b>3,675,000</b>
Water Line: Downtown Distribution: Capitol Street: 2nd to 5th Street & Fourth Street: Broadway to Capitol	895,160	-	-	-	-	<b>895,160</b>
Water Fill Station	-	-	-	-	-	-
Filter Train Electric Valves	-	-	-	-	-	-
Generator on trailer / electrical work at pump houses	-	-	-	-	-	-
UBWTP - Bathroom	-	-	-	-	-	-
UBWTP - Valve replacement	78,750	-	-	-	-	<b>78,750</b>
Communication Tower - Cemetery Tank x2	105,000	-	-	-	-	<b>105,000</b>
Communication Tower - Upper Kaibab & additional site	105,000	-	-	-	-	<b>105,000</b>
	1,090,935	-	-	-	-	<b>1,090,935</b>
Water Line: Howard Street Water Main: 2nd Street to 6th Street						
IT Network Overhaul - Water	7,000	-	-	-	-	<b>7,000</b>
Eby Creek PRV	-	42,000	622,913	-	-	<b>664,913</b>
Fairgrounds Water Main Loop	-	210,000	2,628,579	-	-	<b>2,838,579</b>
Xeriscape Opportunities	-	15,460	-	-	-	<b>15,460</b>
Disaster Plan - Pump & Hose for LBWTP	10,000	-	-	-	-	<b>10,000</b>
Fencing for Water Properties	78,750	82,688	86,822	-	-	<b>248,260</b>
Brush Creek Transmission Main Replacement - Ouzel to Sylvan Lake Road	78,750	1,102,500	-	-	-	<b>1,181,250</b>
UBWTP: New Fluoride system	15,750	-	-	-	-	<b>15,750</b>
Highlands Pump Station drain	-	33,075	-	-	-	<b>33,075</b>
Eagle Ranch Filing 26: Water Flush Station / Prv Main Extension / Water Tank mixing (PAX)	-	82,688	-	-	-	<b>82,688</b>
Micro Hydro in water system	-	220,500	-	-	-	<b>220,500</b>
Water Line: Brooks Lane Water Main	-	55,125	324,135	-	-	<b>379,260</b>
Lower Eby Creek Tank: Pump Station, Yard Piping, & Fire Hydrants	-	55,125	460,018	-	-	<b>515,143</b>
Water Line: Downtown Distribution: Fourth Street: Wall St. to Washington St.	-	55,125	202,584	-	-	<b>257,709</b>
UBWTP - 3 Filter Trains	-	-	3,879,563	-	-	<b>3,879,563</b>
Grand Avenue Water Infrastructure Improvements	-	-	-	2,431,013	-	<b>2,431,013</b>
I-70 Water Main Loop	-	-	-	2,066,361	-	<b>2,066,361</b>
Water Line: Brush Creek Transmission Main Replacement - Phase III	-	-	-	-	1,867,142	<b>1,867,142</b>
<b>Water Fund Total</b>	<b>\$ 6,140,095</b>	<b>\$ 1,954,286</b>	<b>\$ 8,204,614</b>	<b>\$ 4,497,374</b>	<b>\$ 1,867,142</b>	<b>\$ 22,663,511</b>

### Waste Water Fund

Capitol Street Sanitary Sewer Main: 5th Street to 6th Street	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fix Truss Pipe in System	-	-	-	-	-	-
Main Under Eagle River from Fairgrounds	-	220,500	2,315,250	-	-	<b>2,535,750</b>
Howard Street Sanitary Sewer Main, 4th Street to 5th Street & 5th Street south	467,386	-	-	-	-	<b>467,386</b>
Energy Navigator	26,250	-	-	-	-	<b>26,250</b>
Backlot Line Improvements	210,000	-	-	-	-	<b>210,000</b>
Brush Creek Rd Sanitary Sewer Collection System: Phase 1	157,500	1,653,750	-	-	-	<b>1,811,250</b>
IT Network Overhaul - Water	7,000	-	-	-	-	<b>7,000</b>
WWTP: Clarifier piping and valving	-	110,250	-	-	-	<b>110,250</b>
Sanitary Sewer Piers across Eagle River	-	220,500	2,315,250	-	-	<b>2,535,750</b>
Brush Creek Road Sanitary Sewer Collection System: Phase 2	-	-	115,763	1,215,506	-	<b>1,331,269</b>
Grand Avenue Wastewater Infrastructure Improvements	-	-	144,703	1,519,383	-	<b>1,664,086</b>
Headworks Replacement Equipment	-	-	-	-	546,371	<b>546,371</b>
<b>Waste Water Fund Total</b>	<b>\$ 868,136</b>	<b>\$ 2,205,000</b>	<b>\$ 4,890,966</b>	<b>\$ 2,734,889</b>	<b>\$ 546,371</b>	<b>\$ 11,245,362</b>

## Capital Improvement Plan Summary for 2022 - 2026

Department/Fund and Project	2022	2023	2024	2025	2026	<b>TOTAL</b>
<b>Stormwater Fund</b>						
Third Street Storm Drain	\$ -	\$ 210,000	\$ -	\$ -	\$ -	<b>210,000</b>
Town Park - Drainage, parking improvements	-	-	231,525	-	-	<b>231,525</b>
Bluffs Water Quality Outfall @ Eagle River	-	-	-	303,877	-	<b>303,877</b>
Grand Avenue Stormwater Infrastructure Improvements	-	-	-	-	1,276,282	<b>1,276,282</b>
<b>Stormwater Fund Total</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ 231,525</b>	<b>\$ 303,877</b>	<b>\$ 1,276,282</b>	<b>\$ 2,021,684</b>
<b>Sales Tax Capital Improvement Fund</b>						
Eagle River Water Park -Dumpster Enclosure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eagle River Water Park - Wetland Plantings	5,000	-	-	-	-	<b>5,000</b>
Eagle River Water Park - Beach Sand	-	-	-	-	-	-
Eagle River Water Park - Air Compressor	5,000	-	-	-	-	<b>5,000</b>
Eagle River Water Park - Rapid Blocs	80,000	40,000	40,000	15,000	-	<b>175,000</b>
Brush Creek Park - Playground Equipment	100,000	500,000	-	-	-	<b>600,000</b>
Eagle River Water Park - Donor Wall	-	-	-	-	-	-
Eagle River Water Park - Wood Fire Pits	-	-	-	-	-	-
Eagle River Water Park - Pavilion	465,331	-	-	-	-	<b>465,331</b>
Eagle River Water Park - Bouldering Feature	-	350,000	-	-	-	<b>350,000</b>
Eagle River Water Park - Park Lighting	-	90,000	-	-	-	<b>90,000</b>
Eagle River Water Park - Slalom Gates	-	-	-	-	90,000	<b>90,000</b>
Eagle River Water Park - Public Art	-	40,000	-	-	-	<b>40,000</b>
Dog Park Improvements	-	45,000	-	-	-	<b>45,000</b>
Eagle River Water Park - Chambers Park Path Connection	-	-	350,000	-	-	<b>350,000</b>
Eagle River Water Park - Downtown Bridge	-	-	1,000,000	-	-	<b>1,000,000</b>
Eagle River Water Park - Shower Tower	-	-	-	100,000	-	<b>100,000</b>
Whiting Park - Pour-in-Place	-	-	-	100,000	-	<b>100,000</b>
Skateboard Park	-	-	-	500,000	-	<b>500,000</b>
Brush Creek Valley Ranch Improvements: Paved Recreation Path along Brush Creek Road	-	-	-	40,000	-	<b>40,000</b>
Terrace Park - Playgroun	-	-	-	-	300,000	<b>300,000</b>
<b>Sales Tax Capital Improvement Fund Total</b>	<b>\$ 655,331</b>	<b>\$ 1,065,000</b>	<b>\$ 1,390,000</b>	<b>\$ 755,000</b>	<b>\$ 390,000</b>	<b>\$ 4,255,331</b>
<b>Open Space Fund</b>						
Haymaker II Trail - Brush Creek Valley Ranch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BMX Track Starting Gate	-	-	-	-	-	-
Abrams Creek Property - Trail Improvements	10,000	-	-	-	-	<b>10,000</b>
Haymaker Trailhead Improvements	-	-	-	-	-	-
Children's Fishing Pond Improvements - Contribution Only	10,500	-	-	-	-	<b>10,500</b>
Soft Path Trail Construction - East Eagle SRMA - Phase 1	15,750	-	-	-	-	<b>15,750</b>
Trailhead Kiosk replacements	105,000	-	-	-	-	<b>105,000</b>
Hardscrabble Mountain SRMA Trail Reroutes	-	16,538	-	-	-	<b>16,538</b>
Soft Path Trail Construction - East Eagle SRMA - Phase 2	-	22,050	-	-	-	<b>22,050</b>
Irrigation for the Haymaker Trail Descent	-	11,025	-	-	-	<b>11,025</b>
Riparian Habitat & Streambank Improvements on Brush Creek Phase 1	-	-	57,881	-	-	<b>57,881</b>
Bike Park Improvements/Dirt Jumps	-	-	173,644	-	-	<b>173,644</b>
Soft Path Trail Construction - East Eagle SRMA - Phase 3	-	-	-	36,465	-	<b>36,465</b>
Haymaker Trailhead Master Plan Implementation	-	-	-	60,775	-	<b>60,775</b>
Boat Ramp on Red Mountain Ranch	-	-	-	-	319,070	<b>319,070</b>
<b>Open Space Total</b>	<b>\$ 141,250</b>	<b>\$ 49,613</b>	<b>\$ 231,525</b>	<b>\$ 97,240</b>	<b>\$ 319,070</b>	<b>\$ 838,698</b>
<b>Grand Total</b>	<b>\$ 10,689,337</b>	<b>\$ 8,199,550</b>	<b>\$ 43,972,657</b>	<b>\$ 10,628,050</b>	<b>\$ 6,508,208</b>	<b>\$ 79,997,802</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	
Overtime	Operating Supplies	Printing	Special Council Funding		IT Equipment
Bonuses	Office Supplies	Legal Notices			Police Equipment
Auto Allowance	First Aid Supplies	Telephone/ Gas/ Electric			Construction Equipment
Moving Expenses	Election Expenses	Plumbing/Heating/Electrical Repair & Maintenance Service			Public Works Equipment
Unemployment Insurance	Janitorial Supplies	Janitorial Services			Vehicles
Workers Comp Insurance	Supplies for Resale (Info Center)	Dues and Subscriptions			Broadband
Health/Dental/Life Insurance	Supplies for Consignment (Info Center)	Advertising/Marketing/Media			
Disability Insurance	Uniforms	Consultants			
Employee Assistance Program	Repair & Maintenance Supplies	Legal Services			
Retirement Contributions	Gas & Oil	Community Survey			
Fringe Benefits	Minor Equipment	Public Relations			
FICA (Employer)	Hand tools	Recruitment Expenses			
	Employee Appreciation	Credit Card Service Fees			
	Chemicals	Tuition/Books/Training			
		Auditing/Accounting Services			
		Engineering Services			
		Computer Maintenance/support			
		Equipment Repair			
		Meeting Expense			
		Travel Expense			
		Treasurer Fees			
		Recording Documents			
		Events/Event Production			
		Other Contract Services			
		Reimbursable Planning Expense			
		Dispatch Services			
		Landscape & Tree Maintenance			
		Mapping			
		Vehicle Repair and Maintenance			
		Leased Equipment			

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**PROOF OF PUBLICATION**

STATE OF COLORADO      )  
                            )  
COUNTY OF EAGLE      )

I, Jenny Rakow, Town Clerk for the Town of Eagle, do solemnly swear and affirm that I published in full a true and correct copy of ORDINANCE NO. 18 (Series of 2021) 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 2022 MILL LEVY FOR THE TOWN OF EAGLE, COLORADO FOR THE 2022 BUDGET YEAR on the Town of Eagle's web site, [www.townofeagle.org](http://www.townofeagle.org), on the 15th day of December 2021.

Witness my hand and seal this 15<sup>th</sup> day of December 2021.



Jenny Rakow  
Town Clerk



Ordinance Effective Date:  
December 27, 2021

**TOWN OF EAGLE, COLORADO**  
**ORDINANCE NO. 18**  
**(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 2022 MILL LEVY FOR THE TOWN OF EAGLE, COLORADO FOR THE 2022 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 2022 beginning January 1, 2022 and ending December 31, 2022, the sum of \$28,648,977 to be raised by taxation and otherwise, which sum is hereby divided and appropriated for the following purposes to wit:

GENERAL FUND

Operating Expenditures	\$ 10,604,591
Transfer to Other Funds	150,000
<b>TOTAL GENERAL FUND</b>	<b>\$ 10,754,591</b>

WATER FUND

Operating Expenditures	\$2,188,512
Capital Expenditures	6,176,145
Debt Service	1,264,533
Transfer to Other Funds	89,473
<b>TOTAL WATER FUND</b>	<b>\$ 9,718,663</b>

WASTE WATER FUND

Operating Expenditures	\$ 1,633,055
Capital Expenditures	868,136
Debt Service	971,180
Transfer to Other Funds	64,806
<b>TOTAL WASTE WATER</b>	<b>\$ 3,537,177</b>

REFUSE FUND

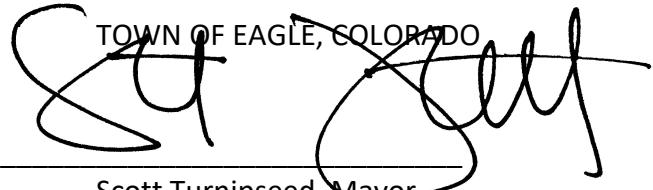
Operating Expenditures	\$ 661,625
Capital Expenditures	-
Transfer to Other Funds	20,000
<b>TOTAL REFUSE FUND</b>	<b>\$ 681,625</b>

STORMWATER FUND	
Operating Expenditures	\$ 89,466
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL STORMWATER FUND	<u>\$ 89,466</u>
 CAPITAL IMPROVEMENTS FUND	
Capital Expenditures	\$ 2,352,070
Transfer to Other Funds	-
TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$ 2,352,070</u>
 SALES TAX CAPITAL IMPROVEMENTS FUND	
Operating Expenditures	\$ 40,536
Capital Expenditures	655,331
Debt Service	321,438
TOTAL SALES TAX CAPITAL IMPROVEMENT FUND	<u>\$1,017,305</u>
 CONSERVATION TRUST FUND	
Operating Expenditures	\$ 25,000
Capital Expenditures	-
Transfer to Other Funds	-
TOTAL CONSERVATION TRUST FUND	<u>\$ 25,000</u>
 OPEN SPACE PRESERVATION FUND	
Operating Expenditures	\$ 315,975
Capital Expenditures	141,250
Transfer to Other Funds	15,855
TOTAL OPEN SPACE PRESERVATION FUND	<u>\$ 473,080</u>
 GRAND TOTAL ALL FUNDS	<u>\$ 28,648,977</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 2.301 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 2.301 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 14, 2021.

By:

  
TOWN OF EAGLE, COLORADO  
Scott Turnipseed, Mayor

ATTEST:

  
Jenny Rakow, Town Clerk



**TOWN OF EAGLE, COLORADO**  
**RESOLUTION NO. 76**  
**(Series of 2021)**

**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, 2022, AND ENDING ON THE LAST DAY OF  
DECEMBER, 2022.**

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 12, 2021 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 9 and December 14, 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	\$ 10,754,591
WATER FUND	9,718,663
WASTE WATER FUND	3,537,177
REFUSE FUND	681,625
STORMWATER FUND	89,466
CAPITAL IMPROVEMENTS FUND	2,352,070
SALES TAX CAPITAL IMPROVEMENTS FUND	1,017,305
CONSERVATION TRUST FUND	25,000
OPEN SPACE PRESERVATION FUND	473,080
<b>TOTAL ALL FUNDS</b>	<b><u>\$ 28,648,977</u></b>

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

**GENERAL FUND**

Non Property Tax	\$ 10,230,474
Property Tax	385,512
<b>GENERAL FUND TOTAL</b>	<b>\$ 10,615,986</b>

**WATER FUND**

Non Property Tax	\$ 5,215,061
Property Tax	-
<b>WATER FUND TOTAL</b>	<b>\$ 5,215,061</b>

**WASTE WATER FUND**

Non Property Tax	\$ 3,491,530
Property Tax	-
<b>WASTE WATER FUND TOTAL</b>	<b>\$ 3,491,530</b>

**REFUSE FUND**

Non Property Tax	\$ 684,914
Property Tax	-
<b>REFUSE FUND TOTAL</b>	<b>\$ 684,914</b>

**STORMWATER FUND**

Non Property Tax	\$ 90,000
Property Tax	-
<b>STORMWATER FUND TOTAL</b>	<b>\$ 90,000</b>

**CAPITAL IMPROVMENTS FUND**

Non Property Tax	\$ 873,853
Property Tax	-
<b>CAPITAL IMPROVMENTS FUND TOTAL</b>	<b>\$ 873,853</b>

**SALES TAX CAPITAL IMPROVMENTS FUND**

Non Property Tax	\$ 859,180
Property Tax	-
<b>SALES TAX CAPITAL IMPROVMENTS FUND TOTAL</b>	<b>\$ 859,180</b>

**CONSERVATION TRUST FUND**

Non Property Tax	\$ 36,120
Property Tax	-
<b>CONSERVATION TRUST FUND TOTAL</b>	<b>\$ 36,120</b>

<b>OPEN SPACE PRESERVATION FUND</b>	
Non Property Tax	\$ 345,903
Property Tax	
<b>OPEN SPACE PRESERVATION FUND TOTAL</b>	<b><u>\$ 345,903</u></b>
<b>TOTAL ALL FUNDS</b>	<b><u>\$ 22,212,547</u></b>

INTRODUCED, READ, PASSED, ADOPTED at a regular meeting of the Town of Eagle Town Council held on the 14<sup>th</sup> day of December, 2021.

TOWN OF EAGLE, COLORADO

By:

Scott Turnipseed, Mayor

ATTEST:



Jenny Rakow, CMC  
Town Clerk



**PROOF OF PUBLICATION**

STATE OF COLORADO      )  
                            )  
COUNTY OF EAGLE      )

I, Jenny Rakow, Town Clerk for the Town of Eagle, do solemnly swear and affirm that I published in full a true and correct copy of ORDINANCE NO. 19 (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 2021 BUDGET YEAR on the Town of Eagle's web site, [www.townofeagle.org](http://www.townofeagle.org), on the 15th day of December 2021.

Witness my hand and seal this 15<sup>th</sup> day of December 2021.



Jenny Rakow  
Town Clerk



Ordinance Effective Date:  
December 27, 2021

**TOWN OF EAGLE, COLORADO**  
**ORDINANCE NO. 19**  
**(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 2021 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 2021 beginning January 1, 2021 and ending December 31, 2021, the sum of \$22,250,629 to be raised by taxation and otherwise, which sum is hereby divided and appropriated for the following purposes to wit:

**GENERAL FUND**

Operating Expenditures	\$ 7,663,994
Transfer to Other Funds	2,190,000
<b>TOTAL GENERAL FUND</b>	<b>\$9,853,994</b>

**WATER FUND**

Operating Expenditures	\$ 1,806,627
Capital Expenditures	3,546,990
Debt Service	1,266,277
Transfer to Other Funds	-
<b>TOTAL WATER FUND</b>	<b>\$ 6,619,894</b>

**WASTE WATER FUND**

Operating Expenditures	\$ 1,530,191
Capital Expenditures	210,000
Debt Service	940,288
Transfer to Other Funds	-
<b>TOTAL WASTE WATER FUND</b>	<b>\$ 2,680,479</b>

**REFUSE FUND**

Operating Expenditures	\$ 641,443
Capital Expenditures	-
Transfer to Other Funds	20,000
<b>TOTAL REFUSE FUND</b>	<b>\$ 661,443</b>

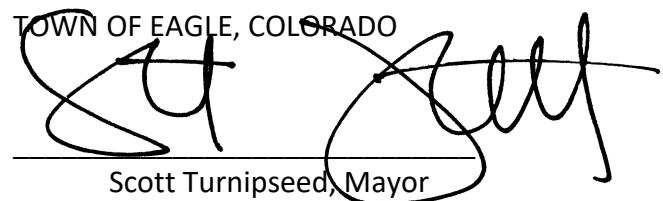
**STORMWATER FUND**

Operating Expenditures	\$ 6,297
Capital Expenditures	-
Transfer to Other Funds	-
<b>TOTAL STORMWATER FUND</b>	<b>\$ 6,297</b>

CAPITAL IMPROVEMENTS FUND	
Operating Expenditures	\$ 1,642,090
Transfer to Other Funds	
TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$ 1,642,090</u>
SALES TAX CAPITAL IMPROVEMENT FUND	
Operating Expenditures	\$ 86,356
Capital Expenditures	117,000
Debt Service	320,440
TOTAL SALES TAX CAPITAL IMPROVEMENT FUND	<u>\$ 523,796</u>
CONSERVATION TRUST FUND	
Operating Expenditures	\$ 28,000
Transfer to Other Funds	-
TOTAL CONSERVATION TRUST FUND	<u>\$ 28,000</u>
OPEN SPACE PRESERVATION FUND	
Operating Expenditures	\$ 174,209
Capital Expenditures	60,427
Transfer to Other Funds	-
TOTAL OPEN SPACE PRESERVATION FUND	<u>\$ 234,636</u>
GRAND TOTAL ALL FUNDS	<u>\$ 22,250,629</u>

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED at a regular meeting of the Town Council of the Town of Eagle, Colorado, held on December 14, 2021.

By:

  
TOWN OF EAGLE, COLORADO  
Scott Turnipseed, Mayor

ATTEST:



Jenny Rakow, Town Clerk

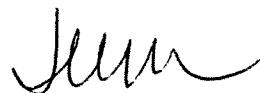


**PROOF OF PUBLICATION**

STATE OF COLORADO      )  
                            )  
COUNTY OF EAGLE      )

I, Jenny Rakow, Town Clerk for the Town of Eagle, do solemnly swear and affirm that I published in full a true and correct copy of ORDINANCE NO. 06 (Series of 2022) 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 2021 BUDGET YEAR on the Town of Eagle's web site, [www.townofeagle.org](http://www.townofeagle.org), on the 9th day of February 2022.

Witness my hand and seal this 9<sup>th</sup> day of February 2022.



Jenny Rakow  
Town Clerk



Ordinance Effective Date:  
February 20, 2022

**TOWN OF EAGLE, COLORADO**  
**ORDINANCE NO. 06**  
**(Series of 2022)**

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 2021 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 2021 beginning January 1, 2021 and ending December 31, 2021, the sum of \$22,412,014 to be raised by taxation and otherwise, which sum is hereby divided and appropriated for the following purposes to wit:

**GENERAL FUND**

Operating Expenditures	\$ 7,663,994
Transfer to Other Funds	2,190,000
<b>TOTAL GENERAL FUND</b>	<b>\$9,853,994</b>

**WATER FUND**

Operating Expenditures	\$ 1,806,627
Capital Expenditures	3,546,990
Debt Service	1,266,277
Transfer to Other Funds	-
<b>TOTAL WATER FUND</b>	<b>\$ 6,619,894</b>

**WASTE WATER FUND**

Operating Expenditures	\$ 1,530,191
Capital Expenditures	210,000
Debt Service	940,288
Transfer to Other Funds	-
<b>TOTAL WASTE WATER FUND</b>	<b>\$ 2,680,479</b>

**REFUSE FUND**

Operating Expenditures	\$ 641,443
Capital Expenditures	-
Transfer to Other Funds	20,000
<b>TOTAL REFUSE FUND</b>	<b>\$ 661,443</b>

**STORMWATER FUND**

Operating Expenditures	\$ 6,297
Capital Expenditures	-
Transfer to Other Funds	-
<b>TOTAL STORMWATER FUND</b>	<b>\$ 6,297</b>

CAPITAL IMPROVEMENTS FUND	
Operating Expenditures	\$ 1,795,685
Transfer to Other Funds	
TOTAL CAPITAL IMPROVEMENTS FUND	<u>\$ 1,795,685</u>
SALES TAX CAPITAL IMPROVEMENT FUND	
Operating Expenditures	\$ 86,356
Capital Expenditures	117,000
Debt Service	320,440
TOTAL SALES TAX CAPITAL IMPROVEMENT FUND	<u>\$ 523,796</u>
CONSERVATION TRUST FUND	
Operating Expenditures	\$ 35,790
Transfer to Other Funds	-
TOTAL CONSERVATION TRUST FUND	<u>\$ 35,790</u>
OPEN SPACE PRESERVATION FUND	
Operating Expenditures	\$ 174,209
Capital Expenditures	60,427
Transfer to Other Funds	-
TOTAL OPEN SPACE PRESERVATION FUND	<u>\$ 234,636</u>
GRAND TOTAL ALL FUNDS	<u>\$ 22,412,014</u>

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED ON JANUARY 25, 2022.

TOWN OF EAGLE, COLORADO

By:  
OFFICIAL

Scott Turnipseed, Mayor

ATTEST:

Jenny Rakow, Town Clerk



## 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 funds. 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