



Town Council
Tuesday, October 10, 2023
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

*This agenda and the meetings can be viewed at www.Townofeagle.org.
Times listed are approximate and are subject to change.*

TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an in-person meeting with access via Teams.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 284 132 921 702

Passcode: PS6LSZ

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Phone Conference ID: 548 625 691#

- **Please note: All participants must remain muted until they are requested to speak. This will reduce background noise disruptions to the meeting attendees.**
- **When it's your turn to speak, you will have three (3) minutes for public comment.**
- **PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Jenny Rakow, Town Clerk, and will be included as part of the record.**
- **For technical difficulties, please email jenny.rakow@townofeagle.org and we will do our best to assist you.**

CALL TO ORDER - 6:00 PM

ROLL CALL

ADOPTION OF AGENDA *Opportunity for amendment or deletions to the agenda.*

PUBLIC COMMENT *Citizen public comment offers an opportunity for citizens to express opinions or ask questions regarding town services, policies, or other matters of community concern, and any items that are not on the agenda. Please attempt to keep comments to three (3) minutes; time limits are established to provide efficiency in the conduct of the meeting and to allow equal opportunity for everyone wishing to speak. When appropriate, any questions by the public during public comment will be followed up on by the Town Manager and Town staff. Those who are speaking are requested to state their name and address for the record.*

PRESENTATIONS 6:05 PM *Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.*

1. Special Olympics Polar Plunge, Officer Westering

CONSENT AGENDA 6:15 PM *Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.*

1. Minutes - September 26, 2023
2. Bill Pay - September 2023

STAFF REPORTS 6:25 PM *The Town Manager and department staff prepare and provide internal updates to the council.*

1. Town Manager Update
2. Department Update for September Activities

LIQUOR LICENSE AUTHORITY 6:30 PM

1. PUBLIC HEARING: Application for a New Lodging & Entertainment License: Aimbridge Hospitality LLC dba Best Western Plus Eagle Lodge & Suites

BUSINESS ITEMS 6:35 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.*

1. Eby Creek Apartments Sidewalk Project Funding Request
2. E-Bike Regulations and Education
3. PUBLIC HEARING: File #DR23-04 Major Development Permit for 263 Sawatch Rd (Request to continue)
4. PUBLIC HEARING: 2024 Budget Presentation
 - a. Broadband Strategic Plan Update

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS 7:45 PM

1. Future Agenda Items
2. Council Committee Updates
3. Request for Motion to Cancel November 28 and December 26, 2023, Town Council Meetings.

ADJOURN 7:50 PM

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.



Jenny Rakow, CMC
Town Clerk

PUBLIC WIFI – Eagle Guest



To: Mayor and Town Council

From: Derek Bos, Chief of Police; Craig Westering, Officer

Date: October 5, 2023

Agenda Item: Polar Plunge

REQUEST:

Presentation to help increase awareness in the Eagle County LE Polar Plunge, request participation in Polar Plunge

BACKGROUND:

Polar Plunge is one of 3 fundraisers for Special Olympics in Colorado. Special Olympics provides opportunities for over 22,000 athletes in Colorado alone. They receive year-round sports training and athletic competitions in a variety of Olympic sports for persons with intellectual disabilities, providing continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills, and friendship with their families, other Special Olympics athletes, and the community. This builds their confidence, self-identity, and healthy lives, bridging the gap due to a lack of opportunities. SO also helps athletes to find housing and careers when they become adults.

ANALYSIS:

Law enforcement officers' participation in the Special Olympics is the single most prominent mechanism of awareness and funding for the Special Olympics.

COMMUNITY INPUT:

Our community has been actively involved in supporting Special Olympics for over 20 years.

BUDGET / STAFF IMPACT:

Minimal

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

Community Engagement

RECOMMENDED ACTION OR PROPOSED MOTION

The Eagle Police Department is not asking for money. However, it is seeking the Council's support in this event by asking council members to attend or participate in the Polar Plunge on October 21, 2023.

ATTACHMENTS:

None



MEETING MINUTES
Town Council
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TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This was an in-person meeting using Teams.

CALL TO ORDER - 6:00 PM

Mayor Turnipseed called the meeting to order at 6:00 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT

Mikel Kerst, Scott Turnipseed, Ellen Bodenheimier,
Geoffrey Grimmer, Nick Sunday, Jamie Woodworth
Foral

COUNCIL MEMBERS ABSENT

Sarah Parrish

STAFF PRESENT

Larry Pardee, Town Manager
Melissa Daruna, Assistant Town Manager
Matt Mire, Town Attorney
Jenny Rakow, Town Clerk
Jill Kane, Finance Director/Treasurer
Chad Phillips, Comm Dev Director/Town Planner
Tom Gosiorowski, Public Works Director
Derek Bos, Police Chief
Brian Lieberman, Open Space & Trails Manager

ADOPTION OF AGENDA

There were no changes to the agenda.

MOTION: Council Member Nick Sunday motioned to adopt the agenda as presented. The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenheimier, Grimmer, Sunday, and Woodworth Foral) and 0 opposed.

PUBLIC COMMENT

Kate Sheldon, 2809 E Haystaker Drive – requested the council to look into wildlife crossing signs using technology to prevent road strikes. Suggested three locations in Eagle for placement and for education on etiquette and respect for wildlife.

Bert Christianson 2448 E Haystaker Drive – provided comments on the last Open Space Committee meeting and Second Gulch discussion. Expressed concern regarding the use of taxpayer money on consultants and their not including public comments expressed at their meetings.

Tom Olden - 1864 Eagle Ranch Road – expressed concern with the town's use of consultants from the front range and the length of ReCode and confusion and increased costs for residents and builders. Expressed concern with electrification and the need for multiple forms of energy to ensure the availability of necessary energy services.

Val Glimp 47 Hollyhock Ct. – requested explanation and concern that there is a continuing debate and discussion on changing the size of vehicles on Second Gulch when the survey results indicated the desire of the public to leave things the way they are.

Chad Lieurance 105 Eagle Ranch Road – updated the town on the broadband project on behalf of Aspen Smart Networks and requested expanding services outside of the town limits.

PRESENTATIONS

1. Eagle Valley Trail Update, Robin Thompson
Robin Thompson presented this item.

Council comments: requested additional signage in Eagle to clearly link the trail through Eagle. Robin stated Kevin Sharkey is looking into this.

CONSENT AGENDA

MOTION: Council Member Mikel Kerst motioned to approve the consent agenda. The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenhemier, Grimmer, Sunday, and Woodworth Foral) and 0 opposed.

1. Minutes - September 12, 2023
2. Resolution 60, Series 2023, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving the 2024 Property Casualty Preliminary Contribution Quotation"
3. Resolution 63, 2023, A Resolution of the Town Council of the Town of Eagle, Colorado Approving the Second Amendment to the Development Agreement for the 3rd Street Housing Project
4. Resolution 65, Series 2023 "A Resolution of the Town Council of the Town of Eagle, Colorado, Appointing Members to Various Boards and Commissions"

STAFF REPORTS

1. Town Manager Update
Larry updated the council that EPS is finishing up its economic and development project for EVC.

The committee has agreed on a selection for the Eagle pool and the contract will be presented at an upcoming meeting for council approval.

Larry also spoke to Ted Wenninger about the block party. Ted expressed that he needed a break and wanted to think about returning. Larry asked him to reach out to the town with any ideas for next year.

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS

1. Future Agenda Items
Council Member Sunday – Economic Vitality Committee - EPS has given us a draft of the economic development plan and strategy. It will be presented to the council at the end of October.

Council Member Sunday – Eagle Valley Transportation Authority is considering free bus services from Eagle to Vail.

Council Member Bodenhemier – recently encountered two dead deer on Brush Creek Road. Would like the town to consider wildlife crossing signs.

Council Member Bodenhemier Open Space & Recreation Advisory Committee – updated that the consultant reviewing community surveys wants to ensure that comments all are being reviewed.

Council Member Grimmer – noted that the Colorado Municipal League is in opposition to Proposition HH.

Council Member Woodworth Foral – is interested in the wildlife signage and further discussion on potential stop sign at Ouzel Lane and Brush Creek Road and the speed limit.

2. Council Committee Updates

ADJOURN - 6:40 PM

MOTION: Council Member Mikel Kerst motioned to adjourn. The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenhemier, Grimmer, Sunday, and Woodworth Foral) and 0 opposed.

Date:

Scott Turnipseed, Mayor

Jenny Rakow, CMC Town Clerk

**BILL SCHEDULE
SEPTEMBER 2023**

Town Council			
Eventbrite - Climate Solutions Summit	Tuition & Books	\$	428.67
Economic & Planning Systems, Inc.	Special Council Funding		29,833.86
Total Town Council		\$	30,262.53
General Government			
CEBT	Health & Life Ins. Payable		2,487.16
Rocky Mountain Reserve	Health Insurance Expenses		83.42
Standard Insurance Company	Health & Life Ins. Payable		144.10
Info Cubic	Recruitment		38.60
KLJ Engineering LLC	Professional Services		4,482.75
Hoffman, Parker, Wilson & Carberry Pc	Legal - General		12,518.01
Economic Developers	Tuition & Books		400.00
Eventbrite - Climate Solutions Summit	Tuition & Books		1,286.01
Total General Government		\$	21,440.05
General Administration			
Edonha.Com	Taxes And Other Receivables	\$	(121.36)
Desmond, Bryan	Performance Guarantees Partial Refund		2,086.65
CEBT	Health & Life Ins. Payable		2,052.18
Family Support Registry	Misc. Deductions Payable		146.76
Alderson, John	Facility Usage Deposit Refund		750.00
Castillo, Jocelin	Facility Usage Deposit Refund		650.00
Davis, Lina	Facility Usage Deposit Refund		750.00
Eagle County Democrats	Facility Usage Deposit Refund		750.00
Esparza-Rosales, Lina	Facility Usage Deposit Refund		375.00
Estrada-Ordonez, Jaqueline	Facility Usage Deposit Refund		750.00
Granzin, Michael	Facility Usage Deposit Refund		750.00
Guajardo, Luis	Facility Usage Deposit Refund		750.00
Hayne, Mitch	Facility Usage Deposit Refund		750.00
Rocky Mountain Custom Landscapes	Facility Usage Deposit Refund		750.00
Rodelas, Rafael	Facility Usage Deposit Refund		375.00
Ross, Ben	Facility Usage Deposit Refund		1,125.00
Saucedo, Maria	Facility Usage Deposit Refund		375.00
Serna, Maria	Facility Usage Deposit Refund		750.00
Trujillo, Isabell	Facility Usage Deposit Refund		750.00
Vail Valley Charitable Fund	Facility Usage Deposit Refund		750.00
Venzor, Rosa	Facility Usage Deposit Refund		275.00
Hayne, Mitch	Facility Usage Fees		525.00
Finance Charge	Miscellaneous		(1.00)
Pinnacol Assurance	Reimbursable Income		(207.52)
CEBT	Health & Insurance Benefits		6,921.01
Rocky Mountain Reserve	Health Insurance Expenses		147.81
Standard Insurance Company	Health & Life Ins. Payable		164.34
Vista Print	Office Supplies		134.98
Batson's Corner	Employee Appreciation		12.98
Costco	Employee Appreciation		72.77

General Administration (Cont.)

Fancy Pansy	Employee Appreciation	93.60
King Soopers Customer Charges	Employee Appreciation	20.68
Pazzo's Pizzeria	Employee Appreciation	198.00
Colorado Mtn. News Media	Legal Notices	428.90
Column Software, PBC	Legal Notices	18.32
CGFOA	Dues & Subscriptions	65.00
CO Secretary Of State	Dues & Subscriptions	10.00
Mailchimp	Dues & Subscriptions	101.00
Mountain Careers	Dues & Subscriptions	159.00
Survey Monkey	Dues & Subscriptions	(468.00)
Indeed	Recruitment	105.42
Info Cubic	Recruitment	61.76
Chase Paymentech	C.C. Transaction Fees	171.85
Forte Payments	C.C. Transaction Fees	5.00
Xpress Bill Pay	C.C. Transaction Fees	41.66
Employer's Council Services, Inc.	Professional Services	562.50
Hoffman, Parker, Wilson & Carberry PC	Legal	2,415.26
Gov OS, Inc.	Computer Support	250.00
Xpress Bill Pay	Computer Support	50.00
Event Rent	Meeting Expense	103.80
Flower Hound	Meeting Expense	36.00
Grand Avenue	Meeting Expense	115.92
Moe's Original BBQ	Meeting Expense	1,695.04
Pickled	Meeting Expense	52.20
Paper Wise	Contract Payments	80.00
Total General Administration		\$ 29,732.51

Community Development

CEBT	Health & Life Ins. Payable	\$ 9,671.08
Rocky Mountain Reserve	Health Insurance Expenses	266.93
Standard Insurance Company	Health & Life Ins. Payable	367.32
Signature Signs Inc	Office Supplies	21.00
Wilson, Edward	Office Supplies	59.97
Fleet Services	Gas & Oil	134.09
APA Colorado	Dues & Subscriptions	125.00
APA Professional	Dues & Subscriptions	119.00
Baseline Engineering Corporation	Professional Services	891.25
Column Software, PBC	Planning Reimbursable	96.80
Eagle County Government	Planning Reimbursable	30.00
Garfield & Hecht, P.C.	Planning Reimbursable	2,573.00
Hoffman, Parker, Wilson & Carberry PC	Planning Reimbursable	990.00
LRE Water	Planning Reimbursable	3,098.75
McCool Development Solutions, LLC	Planning Reimbursable	1,184.50
Hoffman, Parker, Wilson & Carberry PC	Legal	2,447.00
Performance Automotive Center	Repair & Maintenance Services	11.00
Costco - Com	Meeting Expense	77.33
King Soopers Customer Charges	Meeting Expense	90.68
Town Of Gypsum	Contract Services	1,275.00

Community Development (Cont.)

APA Colorado	Tuition & Books		1,495.00
Total Community Development		\$	25,024.70

Municipal Court

CEBT	Health & Life Ins. Payable	\$	243.72
Rocky Mountain Reserve	Health Insurance Expenses		5.01
Standard Insurance Company	Health & Life Ins. Payable		7.80
Gendelman Klimas, Ltd	Legal		3,000.00
Hoffman, Parker, Wilson & Carberry Pc	Legal		102.50
Davis, Rianne	Travel Expense		188.90
Hyatt Regency	Travel Expense		175.48
Ace Security And Safety Services LLC	Contract Payments		560.00
Johnson, Erik A.	Contract Payments		750.00
Total Municipal Court		\$	5,033.41

Streets

CEBT	Health & Insurance Benefits	\$	3,307.91
Rocky Mountain Reserve	Health Insurance Expenses		186.85
Standard Insurance Company	Health & Life Ins. Payable		207.24
Cintas Corporation	Office Supplies		28.65
King Soopers Customer Charges	Office Supplies		18.18
Quill Corporation	Office Supplies		48.51
Alpine Lumber Co.	Repair & Maintenance Supplies		793.47
Amazon	Repair & Maintenance Supplies		296.61
Colorado Barricade	Repair & Maintenance Supplies		344.10
Colorado Mountain Truck Parts LLC	Repair & Maintenance Supplies		86.40
Costco	Repair & Maintenance Supplies		17.13
Ennis-Flint, Inc.	Repair & Maintenance Supplies		4,606.26
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies		69.93
Paint Bucket	Repair & Maintenance Supplies		962.95
Potestio Brothers Equipment, Inc	Repair & Maintenance Supplies		3,311.57
Wagner Equipment Co	Repair & Maintenance Supplies		2,329.88
Amazon	Vehicle Repair & Mtn Supplies		132.99
Collett Enterprises	Vehicle Repair & Mtn Supplies		173.25
Collett Enterprises	Gas & Oil		554.87
Fleet Services	Gas & Oil		1,676.89
Ennis-Flint, Inc.	Equipment (Non-Capital)		1,876.40
Holy Cross Energy	Utility Services		2,288.82
Colorado Mtn. News Media	Recruitment		540.70
Indeed	Recruitment		142.95
Infrastructure Management Services	Pavement Management Study		3,415.00
CC Enterprises	Repair & Maintenance Services		15.00
Potestio Brothers Equipment, Inc	Repair & Maintenance Services		3,547.70
Stripe A Lot & Sweeping	Repair & Maintenance Services		26,055.45
Utility Notification Center Of Colorado	Repair & Maintenance Services		123.41
Wagner Equipment Co	Repair & Maintenance Services		1,036.00
360 Civil, Inc.	Street Resurfacing		657,605.48
Caterpillar Financial Services	Winter Snow Equipment Rental		29,356.89

Streets (Cont.)

Grand Vista	Travel	792.00
MCC Drug & Alcohol Screening	CDL Testing	397.06
Cirsa	Insurance	2,500.00
Total Streets	\$	748,846.50

Public Safety

Pinnacol Assurance	Worker's Compensation	\$ 219.83
CEBT	Health & Life Ins. Payable	23,772.14
Rocky Mountain Reserve	Health Insurance Expenses	498.83
Standard Insurance Company	Health & Life Ins. Payable	772.30
Amazon	Office Supplies	144.89
Zazzle	Office Supplies	69.55
Alpine Lumber Co.	Operating Supplies	15.32
Amazon	Operating Supplies	100.45
Police Uniforms	Uniforms	9.99
Zero9 Holsters	Uniforms	190.96
Pye-Barker Fire & Safety LLC	Repair & Maintenance Supplies	46.00
Alpine Lumber Co.	Vehicle Repair & Maintenance Supplies	298.29
Auto Zone, Inc	Vehicle Repair & Maintenance Supplies	686.97
Fleet Services	Gas & Oil	3,964.96
Amazon	Equipment (Non-Capital)	244.50
Armor Research Company	Equipment (Non-Capital)	3,064.75
Federal Express Corp.	Communication & Shipping	19.48
USPS	Communication & Shipping	17.45
AT&T Mobility	Utility Services	717.68
Indeed	Recruitment	8.00
Town Of Avon	Professional Services	3,103.75
Hoffman, Parker, Wilson & Carberry PC	Legal	184.50
Performance Automotive Center	Repair & Maintenance Services	165.00
Pye-Barker Fire & Safety LLC	Repair & Maintenance Services	185.00
Vaughan, Madison	Travel	364.55
City Market	Meeting Expense	21.47
King Soopers Customer Charges	Meeting Expense	7.23
Pazzo's Pizzeria	Meeting Expense	208.10
Yeti's Grind	Meeting Expense	35.39
Bad Daddy's Burger Bar	Training & Travel - Grants	21.84
Chili's	Training & Travel - Grants	26.67
Comfort Suites	Training & Travel - Grants	141.07
Gaylord Rockies	Training & Travel - Grants	10.00
Hampton Inn	Training & Travel - Grants	199.00
Sheraton Denver	Training & Travel - Grants	411.31
Texas De Brazil	Training & Travel - Grants	56.74
University Of Denver	Training & Travel - Grants	2,800.00
Village Inn	Training & Travel - Grants	28.34
Eagle County Animal Control	Animal Control	5,270.00
Transunion Risk & Alternative Data Solut	Contract Payments	210.00
4 Imprint	Event Production	353.34
City Market	Event Production	41.55

Public Safety (Cont.)

Colorado Mtn. News Media	Event Production	134.66
King Soopers Customer Charges	Event Production	773.79
Resort Entertainment/Resort Events	Event Production	730.00
Total Public Safety	\$	50,345.64

Buildings & Grounds

CEBT	Health & Insurance Benefits	\$ 6,620.25
Rocky Mountain Reserve	Health Insurance Expenses	153.49
Standard Insurance Company	Health & Life Ins. Payable	189.11
Cintas Corporation	Office Supplies	28.65
King Soopers Customer Charges	Office Supplies	18.17
Quill Corporation	Office Supplies	48.51
Alpine Lumber Co.	Repair & Maintenance Supplies	150.64
CW&H Graphics	Repair & Maintenance Supplies	61.74
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	553.26
G & S Tool Clinic, LLC	Repair & Maintenance Supplies	32.89
Glenwood Springs Auto Parts Inc (Napa)	Repair & Maintenance Supplies	20.69
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	223.92
Mid-American Research Chemical	Repair & Maintenance Supplies	5,382.47
Paint Bucket	Repair & Maintenance Supplies	222.43
Rod's Painting Inc	Repair & Maintenance Supplies	50.00
Sherwin-Williams	Repair & Maintenance Supplies	4,414.62
Signature Signs Inc	Repair & Maintenance Supplies	382.00
Skyline Mechanical, Inc.	Repair & Maintenance Supplies	2,112.56
Summit Supply Corporation	Repair & Maintenance Supplies	1,452.00
Glenwood Springs Auto Parts Inc (Napa)	Vehicle Repair & Maintenance Supplies	89.21
Alpine Lumber Co.	Gas & Oil	9.74
Collett Enterprises	Gas & Oil	554.87
Fleet Services	Gas & Oil	833.27
Alpine Lumber Co.	Equipment (Non-Capital)	141.44
Home Depot	Equipment (Non-Capital)	1,234.68
Glenwood Springs Auto Parts Inc (Napa)	Janitorial Supplies	41.98
Home Depot Pro	Janitorial Supplies	2,880.74
Summit Supply Corporation	Janitorial Supplies	693.15
Black Hills Energy	Utility Services	1,027.99
Holy Cross Energy	Utility Services	3,047.37
Jerry-master Janitorial	Janitorial Maintenance Contracts	2,158.00
Mountain Pest Control, Inc.	Repair & Maintenance Services	80.00
Rod's Painting Inc	Repair & Maintenance Services	20,300.00
Skyline Mechanical, Inc.	Repair & Maintenance Services	9,576.50
Sno-White Linen Rental	Repair & Maintenance Services	278.18
Vail Honeywagon	Repair & Maintenance Services	202.14
Venzor Carpet Cleaning	Repair & Maintenance Services	388.88
Hilton Garden	Travel	(70.02)
J A Tellez Construction LLC	Roof Replacement	2,400.00
Vail Valley Gutter Inc.	Roof Replacement	2,293.50
Total Buildings & Grounds	\$	70,279.02

Events

CEBT	Health & Life Ins. Payable	\$	2,592.04
Rocky Mountain Reserve	Health Insurance Expenses		53.39
Standard Insurance Company	Health & Life Ins. Payable		69.92
City Market	Promotional Materials		170.19
Apple.com	Dues & Subscriptions		12.02
Canva	Dues & Subscriptions		14.99
Furtado, Molly	Travel Expense		51.75
Capitol Theater	Meeting Expense		50.00
Casa Mexico	Meeting Expense		769.93
City Market	Meeting Expense		47.70
Color Coffee	Meeting Expense		7.56
Costco	Meeting Expense		39.97
Red Canyon	Meeting Expense		28.18
Wild Sage	Meeting Expense		79.56
Yeti's Grind	Meeting Expense		27.96
Can Do Multiple Sclerosis	Events		8,750.00
Color Coffee Roasters LLC	Events		5,000.00
Eagle Cub Scouts Pac 229	Events		700.00
Vail Valley Soccer Club	Events		1,000.00
Amazon - Community	Event Production		149.80
Batson's Corner	Event Production		6.87
Big 5	Event Production		17.99
Blue Monster Service LLC	Event Production		700.00
Capital Theater	Event Production		16.50
Event Rents	Event Production		2,511.12
Gypsum Eagle Ace Hardware	Event Production		270.98
KNS Broadcasting, LLC	Event Production		700.00
Paint Bucket	Event Production		6.99
Signature Signs Inc	Event Production		260.00
Target	Event Production		27.85
United Rentals (North America) Inc	Event Production		13.00
Wylaco Supply Co	Event Production		225.94
Total Events		\$	24,372.20

Engineering

CEBT	Health & Insurance Benefits	\$	3,480.88
Pinnacol Assurance	Workers Compensation		325.26
Rocky Mountain Reserve	Health Insurance Expenses		63.40
Standard Insurance Company	Health & Life Ins. Payable		109.31
Cintas Corporation	Office Supplies		28.65
King Soopers Customer Charges	Office Supplies		18.17
Quill Corporation	Office Supplies		48.52
Fleet Services	Gas & Oil		124.95
Hoffman, Parker, Wilson & Carberry PC	Legal		246.00
Total Engineering		\$	4,445.14

Information Technology

CEBT	Health & Life Ins. Payable	\$	2,149.49
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Information Technology (Cont.)

Rocky Mountain Reserve	Health Insurance Expenses	51.38
Standard Insurance Company	Health & Life Ins. Payable	82.52
Amazon	Office Supplies	385.56
Aspen Wireless Technologies, Inc.	Equipment (Non-Capital)	67.80
Godaddy.Com	Dues & Subscriptions	115.85
Century Link	Utility Services	6,937.56
Kissinger & Fellman, P.C.	Legal	672.50
All Mountain Technologies, LLC	Computer Support	8,839.47
Argis Solutions, Inc.	Computer Support	7,656.25
Aspen Wireless Technologies, Inc.	Computer Support	4,851.50
TEC Integration, Inc.	Computer Support	300.00
Aoki, Kevin	Travel Expense	2,471.63
King Soopers Customer Charges	Meeting Expense	79.28
Red Canyon	Meeting Expense	44.10
Xerox Financial Services LLC	Contract Payments	1,942.18
Total Information Technology		\$ 36,647.07

Marketing

Mountain Lifestyle LLC	Media	\$ 1,198.00
Blizzard Press	Website	360.00
Dot Zero Multimedia	Website	120.00
Total Marketing		\$ 1,678.00

Total GENERAL FUND **\$ 1,048,106.77**

CAPITAL IMPROVEMENTS FUND

Aspen Wireless Technologies, Inc.	IT Improvements	\$ 76,911.00
Backyard Irrigation, Inc.	Public Art	85,133.40
360 Civil, Inc.	R-O-W Improvements	16,000.00
Copy Plus	Grand Avenue Improvements	25.45
Stolfus & Associates	Grand Avenue Improvements	37,464.85
Total CAPITAL IMPROVEMENTS FUND		\$ 215,534.70

WASTE WATER FUND

CEBT	Health & Insurance Benefits	\$ 6,815.87
Rocky Mountain Reserve	Health Insurance Expenses	168.50
Standard Insurance Company	Health & Life Ins. Payable	247.28
Cintas Corporation	Office Supplies	28.64
King Soopers Customer Charges	Office Supplies	18.17
Quill Corporation	Office Supplies	48.50
Western Slope Supplies Inc	Office Supplies	17.30
Carhartt	Uniforms	118.78
Eagle Embroidery Inc.	Uniforms	95.00
Trick Threads	Uniforms	90.00
Working Person's Store	Uniforms	177.98
Alpine Lumber Co.	Repair & Maintenance Supplies	60.58
Grainger	Repair & Maintenance Supplies	1,407.97
Nordic Refrigeration	Repair & Maintenance Supplies	206.57

WASTE WATER FUND (Cont.)

USA Blue Book	Repair & Maintenance Supplies	8,766.00
Water Technology Group	Repair & Maintenance Supplies	183.35
Fleet Services	Gas & Oil	68.59
Nexttrust Inc	Communication & Shipping	306.57
Holy Cross Energy	Utility Services	9,972.36
Info Cubic	Recruitment	112.86
Chase Paymentech	C.C. Transaction Fees	837.64
Xpress Bill Pay	C.C. Transaction Fees	486.09
Vranesh And Raishch, LLP	Legal & Audit	3,436.00
LRE Water	Engineering	1,558.75
Denali Water Solutions LLC	Sludge Disposal	4,001.90
DRC Construction Services, Inc.	Sewer Imaging	66,449.20
Browns Hill Engineering	Repair & Maintenance Services	640.00
Nordic Refrigeration	Repair & Maintenance Services	576.00
Utility Notification Center Of Colorado	Repair & Maintenance Services	123.41
Eagle River Water & Sanitation District	Testing & Permits	3,042.00
SGS North America Inc	Testing & Permits	2,312.21
Wilson, Stephan	Travel	54.10
American Mechanical Services	Contract Payments	808.00
Browns Hill Engineering	Contract Payments	2,066.20
Wazee Electric	Contract Payments	1,642.50
Total WASTE WATER FUND		\$ 116,944.87

WATER FUND

CEBT	Health & Insurance Benefits	\$ 8,306.73
Rocky Mountain Reserve	Health Insurance Expenses	217.22
Standard Insurance Company	Health & Life Ins. Payable	300.20
Cintas Corporation	Office Supplies	28.64
King Soopers Customer Charges	Office Supplies	18.17
Quill Corporation	Office Supplies	48.51
Allwater Supply LLC	Operating Supplies	4,011.15
Chemtrade Chemicals Corporation	Operating Supplies	7,581.07
DPC Industries, Inc.	Operating Supplies	180.00
Grainger	Operating Supplies	334.98
Gypsum Eagle Ace Hardware	Operating Supplies	943.74
Kruger Inc.	Operating Supplies	3,182.21
Carhartt	Uniforms	178.17
Eagle Embroidery Inc.	Uniforms	100.00
Rand, Philip	Uniforms	93.48
Trick Threads	Uniforms	135.00
Working Person's Store	Uniforms	266.97
Grainger	Repair & Maintenance Supplies	720.64
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	256.29
Glenwood Springs Auto Parts Inc (Napa)	Vehicle Repair & Maintenance Supplies	10.22
Fleet Services	Gas & Oil	663.54
Grainger	Equipment (Non-Capital)	873.14
Federal Express Corp.	Communication & Shipping	356.96
Nexttrust Inc	Communication & Shipping	306.57

WATER FUND (Cont.)

Holy Cross Energy	Utility Services	15,542.95
Indeed	Recruitment	150.00
Info Cubic	Recruitment	120.58
Chase Paymentech	C.C. Transaction Fees	1,404.27
Xpress Bill Pay	C.C. Transaction Fees	722.19
Superior Alarm & Electronics	Professional Services	915.00
LRE Water	Engineering	3,812.28
Mott MacDonald	Engineering	166.00
Browns Hill Engineering	Repair & Maintenance Services	2,579.50
Utility Notification Center Of Colorado	Repair & Maintenance Services	123.41
Vail Honeywagon	Repair & Maintenance Services	170.43
Colo Dept Of Public Health & Environment	Testing & Permits	580.00
Eagle River Water & Sanitation District	Testing & Permits	540.00
Wilson, Stephan	Travel	54.11
Colorado Certified Water Professionals	Tuition & Books	50.00
Rand, Philip	Tuition & Books	100.00
Veolia	Tuition & Books	300.00
Browns Hill Engineering	Contract Payments	8,264.80
Hach Company	Contract Payments	3,013.06
Browns Hill Engineering	Upper Basin Water Treatment	5,976.00
Triangle Electric, Inc.	Upper Basin Water Treatment	7,900.00
Total WATER FUND		\$ 81,598.18

REFUSE FUND

Colorado Mtn. News Media	Communication & Shipping	\$ 901.16
Gran Farnum Printing	Communication & Shipping	3,199.26
Nextrust Inc	Communication & Shipping	1,056.10
Chase Paymentech	C.C. Transaction Fees	197.09
Xpress Bill Pay	C.C. Transaction Fees	125.00
Vail Honeywagon	Repair & Maintenance Service	176.18
Vail Honeywagon	Contract Services	920.22
Total REFUSE FUND		\$ 6,575.01

STORM WATER FUND

Nextrust Inc	Communication & Shipping	\$ 306.57
Chase Paymentech	C.C. Transaction Fees	24.64
Xpress Bill Pay	C.C. Transaction Fees	13.89
Total STORM WATER FUND		\$ 345.10

SALES TAX CAPITAL IMPROVEMENTS FUND

Hoffman, Parker, Wilson & Carberry PC	Legal	\$ 171.50
Vail Valley Mountain Trails Alliance	Town Park Improvements	20,000.00
Total SALES TAX CAPITAL IMPROVEMENTS FUND		\$ 20,171.50

OPEN SPACE FUND

CEBT	Health & Life Ins. Payable	\$ 1,159.31
Rocky Mountain Reserve	Health Insurance Expenses	39.04
Standard Insurance Company	Health & Life Ins. Payable	63.48

OPEN SPACE FUND (Cont.)

Active Ventilation	R & M Supplies	320.00
Alpine Lumber Co.	Repair & Maintenance Supplies	523.05
Fleet Services	Gas & Oil	145.80
Vail Honeywagon	Repair & Maintenance Services	141.83
Vail Valley Mountain Trails Alliance	Trail Repair & Maintenance	18,323.93
Mountain Pest Control, Inc.	Weed & Pest Control	845.00
Vail Valley Mountain Trails Alliance	Trail Construction	23,554.39
CW&H Graphics	Open Space Signage Projects	5,312.50
Total OPEN SPACE FUND		\$ 50,428.33

DDA FUND

Downtown Colorado Inc.,	Professional Services	\$ 2,500.00
Total DDA FUND		\$ 2,500.00

Total	\$ 1,542,204.46
Payroll	\$ 753,605.28
Grand Total	\$ 2,295,809.74



To: Mayor and Town Council
From: Larry Pardee, Town Manager
Date: October 10, 2023
Re: Town Manager Report

Outreach & Meetings – *This report will provide an overview of recent participation in community outreach opportunities and regional and project-specific meetings. These events offer valuable opportunities to collaborate with stakeholders, stay informed on the latest developments, and contribute to the local community.*

On Wednesday, September 27, I had the opportunity to attend the Eagle County Manager's meeting held in the picturesque Town of Red Cliff. The primary purpose of my attendance was to extend my hearty congratulations to Melissa Matthews, who has transitioned from Town Clerk to the esteemed position of Town Manager. The meeting agenda was diverse and insightful, spanning crucial topics such as exploring affordable housing options, strategic property exchanges to address various agency requirements, and the forthcoming elections within our respective communities. Given the time constraints, the meeting concluded expediently, with participants swiftly dispersing to attend to their commitments.

On Thursday, September 28, We hosted the Eagle Valley Elementary (EVE) 3rd Grader Visit at our Town Hall facility. This event welcomed three classes from EVE, each eager to gain insights into public service and local governance. The classes were divided into three smaller groups: group 1, the Whales; group 2, the Dolphins; and group 3, the Narwhals, which allowed for adequate space utilization and focused engagement. Each group was allocated a 20-minute session at designated locations and activities within Town Hall. While students and teachers rotated among these activities, our Town staff remained stationed in their respective roles. Below, we provide a detailed description of each activity and a breakdown of the class group rotation.

- Mayor Scott Turnipseed, Mayor Pro Tem Pappy Kerst, and I entertained questions from all three groups in the Council Chambers.
- Town Clerk Jenny Rakow provided a guided tour to explore various departments within Town Hall, gain insights into the services we provide to the public, and learn about the pivotal role of the Town Clerk.
- Sustainability Specialist Kria Koppel's activity involved having the kids share problems they identified within Eagle so we could discuss how to address them with civic engagement. One kid said the problem was there is no Spiderman here. On a more serious note, one of the girls asked how it felt to make decisions for the citizens of Eagle – a perfect opportunity to explain how town governance works.

On Monday, October 2, I attended a meeting to begin the 2024-2029 Eagle County Hazard Mitigation Plan update. The hazard mitigation plan examines county and local vulnerabilities to various hazards (i.e., flooding, severe winter weather, drought, and wildfires) and identifies strategies and projects to reduce their impact. Participating in this Plan will make our jurisdiction eligible for specific FEMA hazard mitigation grants,

covering up to 75% of the costs for various projects. They introduced us to the hired consultants, Phil and Karl from JEO Consulting Group, to help facilitate the update process. We received several documents with many questions that need to be answered and returned no later than November 3, 2023.

Economic Development:

On Wednesday, September 27, the Downtown Development Authority (DDA) convened a meeting where Troy Bernberg delivered a comprehensive presentation on Tax Increment Financing (TIF) calculations. Mr. Bernberg elucidated the implications of these calculations on revenue collections for 2024. Subsequently, the DDA deliberated on the proposed annexation for the North Broadway project, addressing its potential significance and potential implications for the downtown area.

Following these discussions, attention turned to the DDA's budget for the fiscal year 2024. The DDA expressed its intent to seek financial support from the Town, with a request not exceeding \$20,000, to fulfill its objectives effectively. Concluding the meeting, the DDA engaged in a dialogue about the prospect of consolidating the Downtown Development Authority (DDA) and the Downtown Business Association (DBA) into a single unified board. This consideration marks a significant development in the strategic direction of downtown development efforts.

Sarah Dunmire and Andrew Knudtsen, members of EPS, are diligently refining and finalizing the economic development plan for the Town of Eagle. The economic development plan will be presented at the upcoming Town Council meeting scheduled for October 24. During the Plan's development, the Economic Vitality Committee (EVC) had the opportunity to review the draft and engage in a constructive discussion. Their insightful questions have contributed to a clearer understanding of the proposed economic development strategies, goals, and actionable steps. The EVC approved the economic development plan.

Administration and organization update

The Town of Eagle Culture and Leadership Development Program begins work in October with Karah Maloley engaging each leadership team member to gather essential information from each member's perspective. Furthermore, we will send a trust assessment survey to all Town team members to better understand our current organizational culture landscape.

In November, we plan to host a leadership retreat. Our aim for the retreat is to establish a strong connection between our leadership strategies and the community's responsibilities and requirements.

- We are establishing a high-performance culture grounded in our Vision, Mission, and Values.
- Articulating our Leadership Philosophy.
- We are compiling an actionable list for each department to enhance team engagement.
- Identify the Ins and Outs of our Values to create a shared meaning.
- We are initiating discussions with all teams to drive behavior change.

Craft a **Culture Statement** that reflects the Town's overarching aspirations. To accomplish this, we'll establish a culture committee responsible for guiding this endeavor and fostering town-wide input. The steps entail:

- Forming a Committee consisting of 15 Town members.
- Coordinating meetings to draft a culture statement.
- Distributing the draft culture statement to all town members for feedback

We envision the Council's participation in this process as crucial to ensuring our municipal organization successfully implements the culture statement and leadership development program. The Town staff serves as the administrative backbone of our municipality. It handles executing the various policies, procedures, programs, services, and projects on a day-to-day basis on behalf of the Town of Eagle. However, the Council plays a pivotal role as the policymaking legislative body, with authority to enact ordinances, resolutions, and formal motions that supply overarching guidance to the Town Staff.

Furthermore, it's important to note that the Council has been instrumental in shaping and creating our Eagle Strategic Plan, Vision, Mission, Values, Guiding Principles, and Major Objectives. These foundational statements serve as our guiding compass, helping us navigate the path forward. As such, the Council's endorsement and active support of the culture statement and leadership development program will reinforce our commitment to these guiding principles and contribute significantly to the program's overall success.

In practical terms, the Council's involvement could encompass reviewing and approving critical components of the culture statement and leadership program, distributing necessary resources and funding, and providing input and feedback to ensure alignment with our strategic objectives. We are confident that with the Council's engagement, we can create a more unified and practical approach to fostering leadership and supporting a positive organizational culture within the Town of Eagle.

WORK SESSIONS:

To help the Town Council keep track of upcoming work sessions, below is a table of topics to discuss over the next several months. Preparing in advance is helpful since it takes planning to execute a work session. Staff will keep this table in this report and make changes as needed. The topics are subject to change:

Date	Topic
July 4, 2023	<i>(Meeting Cancelled)</i>
August 1, 2023 (COMPLETED)	<i>Affordable Housing items to discuss on guidelines for LERP</i>
September 5, 2023	2023 – 2027 Capital Improvement Plan – Work Session
October 3, 2023	Grand Avenue Project Update
November 7, 2023	
December 5, 2023	
Request for Additional Work Sessions	Topic
September 26, 2023	Budget Work Session



To: Mayor and Town Council
From: Larry Pardee, Town Manager, and Department Leads
Date: October 10, 2023
Re: Department Updates for September 2023

ASSISTANT TOWN MANAGER

September 2023

Economic Development

- Coordinated regular monthly EVC meeting and provided meeting support. The EVC received one application to join the Committee and extended the deadline to October 6th. The EVC will vote to recommend additional members at their October 19th meeting.
- Coordinated regular monthly DDA meeting in conjunction with the DBA and DCI. The Board discussed their 2024 budget and anticipated TIF at the September 27th meeting. The DDA will include updated budget requests to Town Council for consideration during the budget hearings.
- Continued work with EPS and RRC on the Economic Development Plan and mobility data. Staff anticipates a final presentation to Town Council later in October.
- Staff attended the Downtown Business Alliance meeting to hear feedback and provide ideas and support for the Christmas on Broadway planning and opportunities to draw more attention to downtown businesses.
- Staff will be attending the Economic Development Council of Colorado (EDCC) Drive, Lead, Succeed Conference, October 18-20, in Grand Junction.

Housing

- Staff submitted and the State accepted the Town's commitment to Proposition 123.
- Staff met with members of the Community Development Department to discuss the timeline and approach for developing the expedited review process required under Proposition 123.
- Staff will be attending the Housing Colorado Annual Conference, October 11-13, in Keystone on a scholarship.
- Staff granted a one-time administrative approval for capital improvements in a Local Employee Residence. As explained by the Program Administrator, the Valley Home Store, the homeowner was experiencing an unusual hardship related to health and safety: the kitchen countertops were infested with mold requiring immediate remediation and replacement. Based on the existing, yet outdated, LERP Guidelines, this scenario would have triggered a Special Review with Town Council, delaying the homeowner's ability to remedy the hardship. Instead, an evaluation was conducted at the staff level in order to expeditiously render a decision.

This scenario highlights the need to incorporate a streamlined administrative approval process in the new LERP Guidelines; an addition staff has been exploring already. The intent is to minimize barriers and enable the Program Administrator to respond

efficiently. A refined version of the Special Review process with Town Council will carry forward to better address unique and undefined variances.

Sustainability

- Kira Koppel joined the Town of Eagle team as the sustainability specialist and immediately began working on an internal plan and strategy to achieving our net zero 2028 goal for Town operations. Staff anticipates presenting a draft plan later this fall. Kira also spent time getting to know different departments and their current sustainability initiatives.
- Staff continued to coordinate updates to the community about upgraded trash, compost and recycling services.
- Staff worked on budget recommendations for sustainability initiatives in 2024.
- The Green Team met and brainstormed ideas for projects in 2024.

Communications & Marketing

- Staff from multiple departments including Finance, Events and the Clerk continue to fill the gap in communication capacity and help ensure community news and updates were sent out in a timely manner.
- Staff strongly believe filling the Communications and Marketing position is critical to supporting the Town's goals today and into the future. Strategic communication will be imperative to achieving our sustainability goals across the community. It is also vital to community engagement for major projects, driving economic growth, and communicating with a consistent and unified voice on behalf of the Town. With the above-mentioned staff from various departments shouldering our current communications, we are missing a strategy and professional expertise necessary to properly brand the Town, maintain media relationships and coordinate the vast amount information the Town should be sharing with the community.
- The Communications and Marketing position was reposted at the end of September. Applications are being reviewed.

Pool Replacement Project

- The Town's Owner's Rep., Dynamic Program Management, coordinated competitive RFP/Q processes for an architectural and design services and construction management / general contracting (CM/GC) services. Staff from the Town and Mountain Rec. Participated in reviewing submissions and interviewing firms.
- Staff selected Ohlson Lavoie Corporation as the architectural and design firm and JHL Constructors as the CM/GC firm. Staff are working on finalizing contracts for Town Council's consideration and approval later in October.
- Regular joint meetings and initial meetings with the design and construction teams are being held weekly.
- A community update and specific webpage dedicated to the pool project will be published in early October to provide the residents with the most up-to-date information and opportunities to ask questions throughout the process.

FINANCE DEPARTMENT

September 2023

Administration/Financial:

- **Budget:**
 - Finance continued to work on the 2024 operating budgets and 2024-2028 Capital Improvement Plan.
 - Calendar
 - **October 10th – Public Hearing: 2024 Budget Presentation (Overview and Broadband)**
 - **October 24th – Public Hearing: 2024 Budget Presentation (Overview and Fee Schedule)**
 - **November 14th – Public Hearing: Adoption of the 2024 Budget (Overview)**
 - **December 12th – Certification of the 2024 Mill Levy**
 - January 31st – Deadline for Certified copy of the adopted budget filed with the State
 - Property Tax Forum: Attended the Eagle County Property Tax forum to hear from the County, School District, CMC, and other taxing jurisdictions discussion regarding the ongoing and potential legislative changes, extraordinary increases in property values, and potential adjustments to mill levy rates.
- **Short Term Rentals:**
 - STR Active Permits – 22
 - STR Closed Permits – 0
 - STR Permits in process – 0
 - Revenue Collection:
 - January and August 2023: \$19,549 (*compared to 2022: \$10,734 – 82% increase*)
 - 2022 Total Collection - \$16,675
 - Compliance – Our code enforcement officer contacted owners of STRs with outstanding balances which has been effective with collection. All outstanding balances have been or will be collected by the end of the year.
- **Pool Rebuild Project** – Met with Staff, Mountain Rec team, and Dynamic Project Management to discuss project updates.
- **Grants:**
 - Attended DOLA meeting for an overview of the EIAF grant contract and process for the utility funds solar arrays
- **DDA** – Finance attended the September DDA meeting to discuss TIF property taxes and 2024 proposed budget.
- **GASB 87 and GASB 96** – The Town implemented GASB 87 for fiscal year ending 12/31/22, GASB 87 established a single model for lease accounting for most government agencies requiring most leases to be capitalized on the balance sheet, which previously was not required. Operating leases were previously expensed. Now there is no longer the designation between operating and capital leases. The Town currently has 13 leases that fall under these requirements.

GASB 96 provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end-users. Every organization uses some sort of IT subscription service (i.e. ERP system, Office 365, body-camera software, etc.). These subscription payments are typically expensed without showing any potential future obligations or liabilities governments have. GASB 96's intent is to increase transparency in the accounting and disclosure for these contracts.

GASB 96 will become effective for the Town for fiscal year ending 12/31/23. Due to the Finance Department's capacity, the Town's auditor assisted in the implementation of GASB 87. This was noted in our audit management letter for last fiscal year's audit. Although our lease and SBITA payables and receivable are not material to our financial statements, it is best practice for the Town to review leases and contracts, record necessary journal entries, and create financial statement disclosures or contract with a vendor to do it on our behalf. Due to the number of SBITAs that the Town has, we have met with DebtBook. DebtBook is a company that does the complete review of all lease and contracts, provides journal entries, as well as all necessary financial statement note disclosures and schedules. Finance will be looking into another company that provides this services as well to get a separate quote. Finance is currently working with IT and all other departments in order to get all SBITA contracts/agreements.

Payroll/HR:

- Completed analysis on 2024 CEBT health, dental, and Vision insurance increases and provided recommendation on premium increase contribution split between the Town and employees. Met with Lynette and Larry to review recommendations.
- Positions changes in payroll
 - 3 New Hires:
 - Sustainability Specialist
 - Public Safety Officer
 - Maintenance Tech I - Streets
 - 2 Terminations:
 - Public Safety Officer
 - Town Engineer

Training:

- CGFOA Governmental Accounting III – (Arzu & Carla)
- Total Payroll Management – (Jill-CPE)
- Microsoft Teams Phone – IT lunch n' learn (All Staff)
- 2023 Compliance Supplement – (Jill-CPE)

Accounts Payable:

ACCOUNTS PAYABLE: INVOICES PAID							
	2019	2020	2021	2022	2023	VARIANCE FROM PY	
JANUARY	303	205	230	249	285	36	14%
FEBRUARY	254	237	217	254	212	(42)	-17%
MARCH	326	234	247	243	264	21	9%
APRIL	215	137	214	331	259	(72)	-22%
MAY	275	162	260	269	388	119	44%
JUNE	298	221	400	398	290	(108)	-27%
JULY	414	314	239	329	310	(19)	-6%
AUGUST	220	241	243	255	312	57	22%
SEPTEMBER	306	92	218	222	330	108	49%
YEAR TO DATE	2,611	1,843	2,268	2,550	2,650	100	4%

- Finance began working on our accounts payable process mapping (Swimlanes) to:
 1. Provide this info to all companies that will be responding to our RFP, so they fully understand our process.
 2. Find areas for improvement, the diagram may highlight waste, redundancy, and/or inefficiencies.
 3. Develop a visual representation of our process for training purposes.

Utilities:

- Property Transfers – 12 (YTD – 96)
- New Account Set Up – 3 (YTD – 23)
- Utility Red Tags – 26 (2023 monthly Average 21.67)
- Water Shut Offs – 1 (2023 monthly Average 1.33)
- *Water Usage:*

Water Usage (In Thousands)								
MONTH	2019	2020	2021	2022	PRIOR 4 YEAR AVERAGE	2023	CHANGE OVER AVERAGE	
JANUARY	18,569	17,925	16,564	16,602	17,415	15,660	(1,755)	-10%
FEBRUARY	15,554	15,981	15,538	14,503	15,394	18,016	2,622	17%
MARCH	14,844	15,501	16,099	16,436	15,720	13,615	(2,105)	-13%
APRIL	16,101	15,578	17,443	14,988	16,028	15,071	(957)	-6%
MAY	20,473	34,006	23,775	24,859	25,778	17,773	(8,005)	-31%
JUNE	37,622	61,463	60,403	51,373	52,715	42,130	(10,585)	-20%
JULY	58,319	59,749	54,926	54,700	56,924	56,705	(219)	0%
AUGUST	66,525	68,047	58,490	54,510	61,893	65,705	3,812	6%
SEPTEMBER	57,092	58,173	57,272	56,490	57,257	48,778	(8,479)	-15%
TOTAL YTD	305,099	346,423	320,510	304,461	319,123	293,453	(25,670)	-8%

For the year water demand is at 92%, slightly down from 93% last month. This appears appropriate based on the level of precipitation received early this year. Our revenues are currently 80.73% of budget compared to 82.46% in 2022 and 84.36% in 2021. (a difference of 2% of budget in 2023 is approximately \$70,000) Staff expects our usage to remain average for the remainder of the year.

Town Council Department
Budget to Actual:

TOWN OF EAGLE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN COUNCIL</u>					
10-49-110 SALARIES & WAGES	3,800.00	33,200.00	45,600.00	12,400.00	72.8
10-49-142 WORKERS COMPENSATION	.00	46.89	59.00	12.11	79.5
10-49-143 HEALTH & INSURANCE BENEFITS	.00	.00	168.00	168.00	.0
10-49-144 FICA - EMPLOYER'S	290.70	2,539.81	3,488.00	948.19	72.8
10-49-225 UNIFORMS	.00	.00	300.00	300.00	.0
10-49-320 LEGAL NOTICES	.00	252.17	500.00	247.83	50.4
10-49-347 PROFESSIONAL SERVICES	.00	.00	9,000.00	9,000.00	.0
10-49-351 LEGAL - GENERAL	.00	61.50	100.00	38.50	61.5
10-49-371 TRAVEL EXPENSE	.00	.00	2,900.00	2,900.00	.0
10-49-372 MEETING EXPENSE	.00	3,347.63	5,250.00	1,902.37	63.8
10-49-380 TUITION & BOOKS	428.67	530.00	2,600.00	2,070.00	20.4
10-49-450 SPECIAL COUNCIL FUNDING	29,833.88	66,797.39	141,500.00	74,702.61	47.2
10-49-510 INSURANCE	.00	276.66	831.00	554.34	33.3
10-49-915 COMMUNITY REQUESTS	.00	43,929.00	50,000.00	6,071.00	87.9
TOTAL TOWN COUNCIL	34,353.23	150,961.05	262,296.00	111,314.95	57.6

SPECIAL EVENTS & MARKETING

September 2023

Marketing & Events Advisory Committee (MEAC)

- 2024 Event Funding and Community Sponsorship applications deadline was September 25.
- Staff to make recommendations to Council November 28, 2023.

MARKETING & COMMUNICATIONS

- Created Vail Daily ads for accepting applications for Event Funding/Community Sponsorship
- Daily Social Media posts on Facebook and @EagleOutside.
 - IG reached 3K new accounts reached in the last 30 days.
- Staff helps to produce Eagle TODAY & Eagle SPIRIT
- Maintain/Update EagleOutside.com
- Monthly Communications Committee
- Monthly Green Team Meeting

MEETINGS

- Kim Fritzler & Shelley Bellm to discuss Trick or Treat Street
- ToE booth at the Eagle Chamber Biztoberfest; giveaways, job fair, networking
- DBA – Staff was available for feedback regarding Block Party
- DBA – planning meeting for Christmas on Broadway; parade running North to South this year
- Mick Daily to review run of show of Mountain Rats Festival
- Collier Family
- John Hutchinson to review run of show for CO High School Mountain Bike Race
- Angela Mueller to discuss future of Eagle Farmer's Market
- IT to discuss options for updating Hwy 6 sign
- PD to discuss 2024 event permit process
- Budget Work Session
- Molly Hill to review run of show for Eagle Ranch Pumpkin Patch

SEPTEMBER EVENTS

- Eagle Chamber - Biztoberfest
- Mountain Rats Festival
- Farmer's Market
- CO High School Mountain Bike Race
- Walk to End Alzheimer's
- Vail Valley Soccer Cup



Eagle River Park PFD Loaner Station was a success! 2023 program dates June 15 – October 1. We started with 16 life vests, “lost” four and gained three.

Vail Health’s other trial site was Sylvan Lake State Park. Matt Westerberg, Park Manager, said “hundreds of people used them this year”.

UPCOMING EVENTS

October	
OCT 1	Eagle Ranch Pumpkin Patch
OCT 6 - 8	Colorado High School Cycling League
OCT 22 & 23	Vail Lax Jam
OCT 25	Trick or Treat Street

INNOVATION TECHNOLOGY

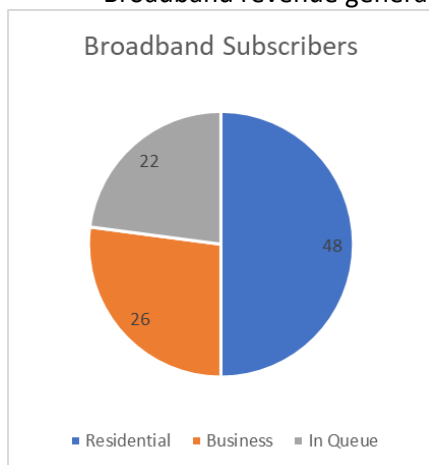
September 2023

Projects:

- Kaibab water tank connected to Town network
- Internet setup for Eagle Chamber computer literacy program in partnership with Comcast.
- ISP servers configured with the following:
 - Provisioning server: Setup devices from the manufacturer with our base configuration
 - ISP Nexus: Authentication for customers against Sonar account
 - Bandwidth Test: Testing uplink connection to make sure we get the speeds we pay for
 - WebServer: Works with API events from the billing system
 - NTP Server 1 & 2: Time servers for all network devices so the log times are correct
 - DNS 1 & 2: Customer used DNS servers
 - DNS 3 & 4: Authoritative servers for holding PTR records and domain names
 - DHCP 1 & 2: Providing public ip addresses to authenticated devices
 - SonarPortal: The web login interface for customers to setup billing
 - Management Servers: Allows remote management of the network
- RFP released for Council Chambers Audio/Video upgrade

Broadband update:

- 26 business subscribers, 48 residential subscribers, 22 in installation queue, 17 signups in September
- Broadband revenue generated in July: \$5508.20



Training:

- Tarana sales and support team met with staff. Installation and configuration training was provided by the vendor to our installation teams.
- Support team is providing staff training on the Teams Phone module
 - Introductory self paced video training – delivered 9/1
 - In person instructor led training and hands on labs – delivered 9/12
 - Small group configuration support and training – to be scheduled
- FlowPoint water fill station – delivered 9/5
- Community Core Procedure Training – delivered 9/14
- Finance AP Swimlane – delivered 9/15
- Customer Voice Surveys – delivered 9/20
- SharePoint and OneDrive Timesheets – delivered 9/28

Technical Operations:

- Hardware replacement- Kelly Failing Laptop Replacement
- Support ticket report:

154 Tickets Opened Previous 3 Months **177** Tickets Closed Previous 3 Months

Tickets Opened Vs. Closed - Previous 3 Months

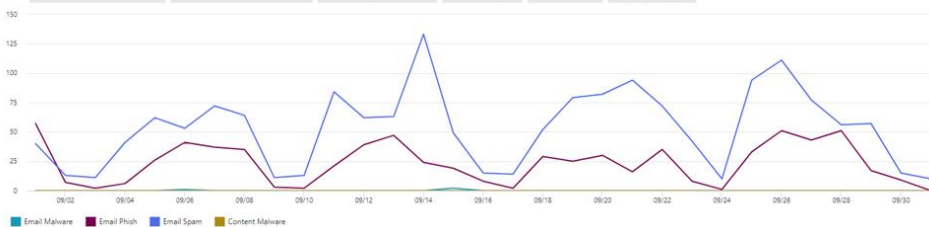


- Email threat protection report for August:

Threat protection status

The Threat protection status report provides information about threats found prior to email delivery, covering relevant detection technologies, policy types and delivery actions. [Learn more about this report](#)

Filters: Date (UTC): 9/1/2023-10/1/2023 Detection: Email Malware +3 X Protected by: MDO +1 X Direction: All X Domain: All X Policy Type: All X



HUMAN RESOURCES

Sept 8 – October 5, 2023

Benefits

- Administering 3 FMLA claims
- Planned Annual Benefits Open Enrollment, meetings late October
- Planned Onsite Biometrics Testing 10/19

Risk Management, Safety and Work Comp

- Managing 8 General Liability & PC Open claims, 2023 total claims = 15
- Managing 2 Work Comp Claims, 2023 total claims = 4

Recruiting – Onboarding

- 1 New Hire & Benefit Orientation held
- 2023 started with a total of 18 total open positions, increased to 36 on 9/21
 - 16 full-time open positions, (8 of those positions carried over from the 2022 budget)
 - 5 seasonal positions (3 - B & G, 1 - Open space, 1 - Refuse/Yard Waste)
 - 8 positions currently in progress
 - Water Operator
 - Town Engineer
 - B & G Maintenance Technician
 - Planner I, II, III/Sr. Planner
 - Code Enforcement Officer
 - Communication Marketing Specialist
 - PW Inspector
 - Building Inspector
 - 2023 Filled 27 positions as of 10/05
 - In 2022 - 25 positions were filled

HR Administration, Training, Translation Assistance

- Limited Spanish Translation assisting bilingual employment applicants
- Facilitated Leadership & Communication Training for Public Works
- Attended IT training on Microsoft Teams Phones
- Attended HCHRA Legal Update & annual Fundraiser/Networking

COMMUNITY DEVELOPMENT COMMUNITY DEVELOPMENT

September 2023

LONG RANGE PLANNING

ReCode Eagle – The Land Use and Development Code (LUDC)

- Adoption schedule:
 - o August 22, 2023 - Town Council approval of ReCode and Zone Map. (effective October 23, 2023)
 - o Staff are preparing application checklists, updating the fee schedule, and addressing other minor administrative tasks leading up to the effective date of ReCode.
 - o Municode Upload pending

LAND USE APPLICATIONS IN PROGRESS

For more information and to access project documents, visit the Town's [Active Land Use Applications Page](#).

- **LLA23-01: Alpine Lumber Lot Line Adjustment**
 - To consolidate 2 lots (lots 6 and 7) within Block 1 of the Eby Creek Subdivision
 - Public comment due by 5pm Thursday, September 21, 2023
 - Decision Rendered: Friday, September 22, 2023
- **DR23-05: Stone Concepts Warehouse**
 - A Minor Development Permit to construct a new warehouse on the currently vacant lot at 85 Marmot Lane
 - Awaiting responses to the referral comments
 - Public hearing schedule: November 7, 2023
- **DR23-04/ V23-02 / LLA23-02: 263 Sawatch Road**
 - A Major Development Permit, with design variances, to construct three buildings, each with three commercial units and three residential units accessory to a non-residential use, as approved via Resolution 37-2020. A zoning variance is requested for this project for joint use of parking spaces, pursuant to Section 4.07.140.H. of the Municipal Code.
 - Continued by P&Z – requested documents: compliance with Elevate Eagle/sustainability plan, conceptual sign plan, revised landscape plan to show recreation/open space amenities
 - Public hearing schedule (MDP/Variance): P&Z - September 19, 2023 / TC – October 10, 2023 (Continued to 11/14)
- **WCF23-02: AT&T Antenna Installation**
 - A Zoning Review for a proposed 2' tall antenna that would be installed on top of the existing stairwell tower attached to the Eagle County Government building.
 - Kevin Aoki responded with no comments or concerns
 - Administrative approval granted 9/7/23. Plans forwarded to Building Department in the event Town permit is required

ADDITIONAL UPDATES:

Bethany Vorthmann, Building Inspector, has resigned with her last day being October 11th. Bethany will continue to work with the Building Department at a limited capacity until the end of the month. She will be greatly missed.

MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
Second Street Tavern	127 W Second St.	•Approval pending the completion of the sidewalk improvements.
Foodsmith	318 Broadway	Permit issued. Currently at drywall stage. *Noteworthy: Retail food sales & cooking class.
Eagle Fire Station	425 East Third Street	Project Complete - Certificate of Occupancy issued.
Eby Creek Apts.	435 Eby Creek	Nearing Completion PW has identified outstanding items to confirm TOE Easements were changed & recorded with waterline realignment. Verify TOE has Recorded easements for all as-built waterlines.
Hockett Gulch Apts.	16186 Hwy 6	Trailhead restroom - Shaw resubmitted revising cost comparison. Forwarded Community Development department's request for color rendering of restroom for TOE Packet. Development Agreement revision with Kendra for drafting, revision will adjust deadlines for Grand Ave. entrance and irrigation system items. Back to Kendra for adjustment, Town needs to confirm time frames for task completion Drywall in Building 2 and Clubhouse complete. Building 1 has started drywall stage at upper levels.
410 Broadway Project	410 Broadway	Nearing completion.
City Market Remodel	0103 Market St	Interior work completed. Parking lot improvements (re-configuration) still pending.
Eagle River Park Pavilion	200 Fairgrounds Rd	Work complete.
Fresh Tracks	50 Chambers Avenue	Work complete. CO issued
Vail Closets	50 Chambers Avenue	Work complete. CO issued.
Knapp Ranch	717 Sylvan Lake	Remodel complete.
Haymeadow	91 Mountain Hope Circle	Foundations for 4 buildings complete. Framing has begun on first building. Inspections in progress. Continued work needed on Conditions of Approval / tracking of COA's
Habitat for Humanity	3 rd Street	Grading work commenced and permits to be issued soon
Stone Concepts Warehouse	85 Marmot Ln	Draft referral comments in progress. The applicant is coordinating with public works on their water and sanitary sewer tap locations.
Slope and Hatch	115 East Second St Unit 1	Permit issued.
High Country Hearth Showroom	115 East Second St Unit 4	Permit issued. Work in progress.

Desmond Builders Office	410 Broadway South Unit	Application submitted for tenant finish. Plan review completed. Permit issued. Work in progress.
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The figures below show general activity levels not broken down by permit type (building, electrical, plumbing, mechanical, etc.)

TYPE OF WORK PERFORMED	EOY 2022	YTD 2023
Inspections (n/i Planning, Public Works)	1,308	1,497
Permits Processed	465	351

TOWN COUNCIL AND PLANNING & ZONING COMMISSION MEETING SCHEDULE:

P&Z and Council Meeting Schedule

September 2023
September 5th (Planning Commission) DR23- 05 882 Chambers Hearing
September 12th (Town Council)
September 19th (Planning Commission) DR23-04 263 Sawatch Rd Hearing – continue to Oct. 17th
September 26 th (Town Council)
October
October 3 rd (Planning Commission) CANCELLED
October 10 th (Town Council) DR23-04 263 Sawatch Rd – continue to Nov. 14th
October 17 th (Planning Commission) DR23-04 263 Sawatch Rd continued from Sept. 19th
October 24 th (Town Council) <i>HYMD23-05 Haymeadow ADA Amendment – tentative</i>
November 2023
November 7 th (Planning Commission) - Eagle Council Election Day? <i>DR23-01 Stone Concepts Minor Development Permit- Tentative</i>
November 14 th (Town Council) - Jess ooo DR23-04 263 Sawatch Rd continued from Oct. 10th
November 21 st (Planning Commission) - Cancelled
November 28 th (Town Council) <i>HYMD23-05 Haymeadow ADA Amendment – tentative</i>

EAGLE POLICE DEPARTMENT

September 2023

2023 September Calls for Service: 889

2023 January-September: 9,050

2022 September Calls for Service: 1,306

2022 January-September: 10,013

<i>Agency Assist – 8</i>	<i>Harassment – 9</i>
<i>Assault -- 2</i>	<i>Juvenile/Family Incident -- 3</i>
<i>Burglary – 1</i>	<i>Missing/Recovered * Juvenile – 0 Adult- 2</i>
<i>Burglary False Alarm – 7</i>	<i>Motor Vehicle Crash/Assist – 35</i>
<i>Child Abuse Investigations -- 0</i>	<i>Narcotics -- 0</i>
<i>Citizen Assist – 32</i>	<i>Noise – 9</i>
<i>Civil –8</i>	<i>Parking problem/violation – 21</i>
<i>Code Violation -- 2</i>	<i>Protection Order Violation -- 3</i>
<i>Damage/Vandalism – 3</i>	<i>Sex Assault -- 3</i>
<i>Death -- 0</i>	<i>Misconduct Investigations -- 0</i>
<i>Disturbance – 13</i>	<i>Sex Offender Check/Registration -- 1</i>
<i>Dogs Leash, Welfare or Noise (EPD and not A.C.) -</i>	<i>SRO Related – 14</i>
<i>- 3</i>	<i>Suicidal/Welfare – 8</i>
<i>DUI/D -- 2</i>	<i>Suspicious Person/Vehicle/Occurrence – 37</i>
<i>DUR -- 1</i>	<i>Theft – 9</i>
<i>F or M Menace/Assault/Weapons MM- <u>FW</u>- 1</i>	<i>Trespassing -- 3</i>
<i>Fire/Medical – 17</i>	<i>Warrant Arrest – 1</i>
<i>Fraud – 1</i>	<i>Wildlife Animal -- 2</i>

On the morning of September 29th, 2023, officers with Eagle Police Department responded to a report of a stolen vehicle from the Green Tree Hotel in Eagle. The suspect drove the vehicle to Vail and swapped the license plates from another vehicle. The stolen truck was then abandoned in Vail and the suspect fled on foot in an unknown direction of travel. Officers with both Eagle Police Department and Vail Police Department are requesting help from the community to identify the person of interest. This individual is described as a white male, mid 20's, 5'8"-5'10" with a thin build. On September 29th, this person was described as having black hair and was wearing black boots, blue jeans, and a black hoodie. If anyone has any information about this crime, please call the Vail Public Safety Communications Center non-emergency line at 970-479-2200 and request to speak to an on-duty Eagle officer. Additionally, Eagle Police Department would like to remind the community to always remove valuables from your vehicle and lock your vehicles when leaving them unattended. Persons charged with crimes are presumed innocent until proven guilty in a court of law.

Lieutenant Buhlman and Sergeant Rich spent time at the Colorado Mountain College Law Enforcement Academy teaching and leading recruits through scenarios aimed at helping them prepare for police work.

All sworn members of the team completed fall in-service training to include driving training, firearms training at the range and a presentation from Your Hope Center.

We are participating in DOJ's National Faith and Blue weekend October 6-8. This is the single largest law enforcement / community engagement event in the country. The focus is to connect police with their local faith-based community to build stronger relationships.

Officers Heil and Suehrstedt completed recertification training in Standard Field Sobriety Testing (SFST). Officer Heil also completed her recertification training as a Drug Recognition Expert (DRE).

Lieutenant Buhlman, Sergeant Rich and School Resource Officer Scriver attended a Safe2Tell presentation in Rifle. Additionally, School Resource Officer Scriver completed the training requirements to become a Safe2Tell instructor. Safe2Tell gives students, parents, and community members a safe, anonymous way to report any threats to their safety or the safety of someone else. Reports can be made online at www.safe2tell.org or by calling 1-877-542-7233.

On the afternoon of Thursday, September 7th a motor vehicle collision on Highway 6 sparked a wildfire between Highway 6 and i-70. Both roads were closed and Eagle PD Officers responded to assist at the closure points. Both directions of Highway 6 along with Eastbound i-70 remained closed overnight for fire operations and mop-up. Significant traffic delays continued into the next afternoon. While this was not an evacuation, Eagle PD would like to highlight the importance of signing up for Eagle County's Emergency Alert System for up-to-date emergency communications. Visit www.ecemergency.org for more information.

Our two Officers-in-Training, White and Deering, started Phase 1 of their Field Training program, the addition of these two officers makes us fully staffed for all sworn positions. According to the Colorado Association of Chief's of Police (CACP) less than 4% of law enforcement agencies statewide are fully staffed. We are very happy to join the ranks of those few!

Officer Heil is being awarded the Medal of Valor at the annual Night of Excellence Public Safety Awards ceremony on Saturday, October 7th at 4 Eagle Ranch. This award comes as a result of her brave actions after she observed a vehicle go into the river on January 2nd, 2023 and immediately jumped into action, pulling the motorist out of the river and assisting the motorist until an ambulance could arrive to provide further care.

MUNICIPAL COURT	September Statement		
Court held September 6th & 20th			
Citations Issued	Current	YTD	2022
Animal Control	6	79	61
Juvenile	1	12	21
Misdemeanor/Ordinance	1	7	12
Parking	10	145	147
Traffic	14	91	215
Total	32	334	456
Fines and Fees Collected (includes collections for previous months)	Current	YTD	2022
Court Costs	\$ 111.43	\$ 805.00	\$ 1,470.00
Criminal Police Equipment and Training Surcharge	\$ 20.00	\$ 390.00	\$ 410.00
Traffic Surcharge	\$ 250.00	\$ 2,270.00	\$ 3,380.00
Deferred Judgment Fee	\$ -	\$ -	\$ 375.00
Fines	\$ 2,955.00	\$19,572.50	\$32,062.50
Outstanding Judgement Fee	\$ -	\$ -	\$ 30.00
Stay of Execution Fee	\$ 28.57	\$ 145.00	\$ 65.00
Bad Check Fee	\$ -	\$ 25.00	\$ -
Warrant Fee	\$ -	\$ 100.00	\$ 66.67
Failure to Appear	\$ 70.00	\$ 2,650.00	\$ 2,893.33
Victim Restitution Fee	\$ 425.93	\$ 732.31	\$ -
Total	\$ 3,860.93	\$26,689.81	\$40,752.50
Dispositions (Payments or Court Appearances)	Current	YTD	2022
Animal Control	5	81	40
Juvenile	1	11	20
Misdemeanor/Ordinance	1	5	6
Parking	15	148	172
Traffic	21	98	184
Total	43	343	422
Outstanding Fines and Fees At Collections & by Date			
Current	\$ 1,945.00		
1-30 Days Past Due	\$ 625.00		
31-60 Days Past Due	\$ 1,090.00		
61-90 Days Past Due	\$ 520.00		
91-180 Days Past Due	\$ 14,590.47	**At Collections	
Total	\$ 18,770.47		

Public Works

September 2023

Buildings & Grounds (Kevin Fontana, Operations Manager)

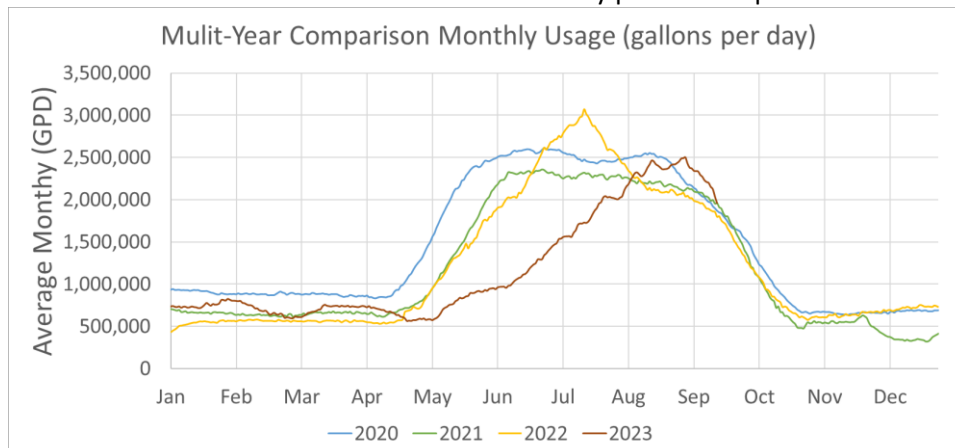
- Removal of trees at the TH Back parking area.
- Waiting for the new slide to come in for the BC Playground. Update: The slide is now expected to be shipped in early October.
- Waiting on quotes to update the bathroom at the Terrace playground.
- Placed order for new tables in the Council Chambers

Streets (Kevin Fontana, Operations Manager)

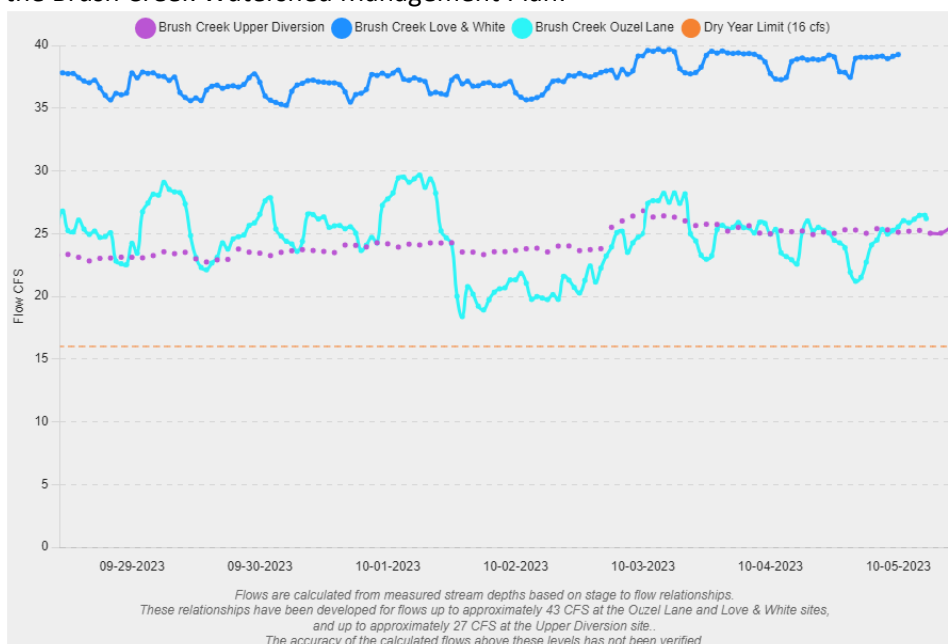
- Started fall leaf clean-up
- Started striping of parking stalls in the core area of town.
- Trenched along WB off-ramp for new wire to improve the lights on the pedestrian bridge
- 9 new replacement streetlights have been ordered for Market Street.

Water (Stephen Wilson, Utilities Manager)

- Weekly water production appears to have peaked around 3.0 million gallons per day (MGD) in 2023. This is down from 3.5 MGD in 2022. Monthly production peaked at 2.5 MGD.



- With the drop in potable water demands for the year staff are scheduling water treatment plant and water tank maintenance.
- Brush Creek is currently flowing at approximately 25 CFS and remaining above flows identified in the Brush Creek Watershed Management Plan.



- 2 MG storage tank at the Upper Basin Water Treatment Plant and 1 MG Lower Eby Creek Tank: Two viable alternatives for the Lower Eby Creek tank site have been identified for further development.
- Cemetery tank replacement design is on-going and is now being submitted for CDPHE for review and approval.
- We are beginning a hydraulic engineering analysis associated with the Haymeadow development that will evaluate linking Haymeadow to a water tank located in Eagle Ranch. Doing so will provide operational advantages for the Town and the new Haymeadow zone.

Wastewater (Stephen Wilson, Utilities Manager)

- Collection system cleaning: Staff and DRC Construction are working to clean prioritized areas for 2023.
- Collection system repair needs identified from the 2023 survey work are being scheduled.
- Fat Oil and Grease (FOG) program: The Town's vendor has sent letters to businesses in the program. Staff are starting to work with customers for inspections and education.
- We are still waiting for the State to release a final permit modification No. 1. This amendment is part of a very complex picture relating to the standards implemented by the State in our current discharge permit as well as future regulatory limits we will be required to comply with. We have been working with our consulting engineers to study how to best comply with the future regulations, and now are beginning preliminary design for the required improvements at the plant.

Open Space & Trails (Brian Lieberman, Open Space & Trails Manager)

- Open Space Management Plan Update – In September, ERO Resources (ERO), the consulting firm selected to develop Open Space Management Plans for the Town, presented draft Management Plans and policy recommendations at the September OSRAC meeting. The draft plans and recommendations can be viewed on the Town website under [the September 5, 2023, OSRAC meeting packet](#). The policy recommendations include winter management of the Haymaker Trail, motorized width limit for the Second Gulch trail, and e-mountain bike use on natural surface trails in open space.

ERO will take the comments received from the committee and present revised drafts to the public at an open house on October 18th from 4:30 – 6:30pm at the Brush Creek Pavilion. The revised drafts will be available for review one week before the open house on October 11, 2023. Once available, the revised drafts can be found at this link: <https://eagleco.portal.civicclerk.com/event/2027/files>.

The open house will be structured with stations where attendees can learn about different parts of the Management Plans and Policy Recommendations. A short presentation will occur at 5pm, however, all comments will be collected at the stations.

For anyone who cannot attend the open house, comments can be submitted electronically. Comments will be accepted from October 11 – October 27. During this timeframe, comments can be submitted electronically via this link: <https://www.surveymonkey.com/r/Z365ZSM>.

After the Open House, ERO will incorporate feedback from the community and develop final drafts of the Management Plans and Policy recommendations. The final drafts will be presented to the Open Space and Recreation Advisory Committee at the November 7, 2023, meeting. Staff

and ERO will request that the Committee recommend the plans and policy recommendations to the Town Council for adoption.

The Haymaker winter management policy recommendation will go before the Council on November 14, 2023. The remaining policy recommendations and Management Plans will be presented to the Council on December 12, 2023.

Here is the flyer circulating the community about the open house:

**Town of Eagle
Open Space and Trails
Management Plans**

OPEN HOUSE

When: Wednesday October 18, 2023
from 4:30 to 6:30 PM

Where: Brush Creek Pavilion
909 Capitol St
Eagle, CO 81631

The Eagle Open Space Management Plans are being developed to analyze existing conditions and provide recommendations for management strategies on open space properties and trails. The planning team is excited to invite the community to review the draft plans and to join us for an open house at the Brush Creek Pavilion on Wednesday, October 18th to hear about the plans and provide any comments or feedback.

A brief presentation of the planning process and management recommendations will begin at 5:00 PM. The rest of the time will be set up as an open house. Specific topics covered during the open house include the following:

- Haymaker Trail system seasonal closures
- 2nd Gulch Trail motorized use
- E-mountain bikes on open space

Drafts of the management plans and policy recommendations will be available 1 week before the open house and can be viewed here once available:
<https://eagleco.portal.civicclerk.com/event/2027/files>.

 If you are unable to attend, please provide your feedback via the link to the QR code on this flyer which will also be available 1 week before the open house.

Please contact the Town of Eagle Open Space Department at openspace@townofeagle.org or 970-404-9710 if you have additional questions.

Thank You!

 **ERO**

- Interpretive Open Space Signage – Staff and our graphic designer entered phase 2 of this project. Staff have identified a Spanish translator, naturalist, and photographer to develop the

content for the signs. The naturalist selected was Walking Mountains. Staff will be finalizing the content for the signs with Walking Mountain staff in the coming weeks.

- Youth Corps— The Town received a grant from Great Outdoors Colorado and the Colorado Youth Corps Association to host a youth corps for 3 weeks in 2023. The youth corps will be assisting the Town with vegetation restoration/seeding, noxious weed control, illegal trail decommissioning, fence removal, trash clean up, and trail maintenance at the end of September and into October 2023.
- Eagle Bike Park – Construction of the Eagle Bike Park began at the end of September. Construction started with grading the site and establishing start zones from large mounds of dirt. Construction will continue throughout October with a focus on developing bike park features, skills zones, signage, and access points into the park.
- High School Haymaker Bike Race – The first high school race took place on September 22-24. The second race will occur on October 6-8. The league that sponsors the race elected to move the race finish from the Haymaker berms to the lower section of the Pool and Ice trail. The league had concerns about the trail reroutes constructed last year on the Haymaker Trail being unfavorable for a high school race. Staff will work with the league to find a workable solution for future races.

Engineering (Tom Gosiorowski, Public Works Director & Martha Miller, Project Manager)

- Eby Creek Rd at Chambers Art Wall landscaping is complete. The remaining work consists of lighting installation.
- Reserve at Hocket Gulch has been removed and replaced the failed pavement on Grand Avenue. All improvements on Grand Avenue will be completed by the end of September.
- Eby Creek Road Sidewalk – Construction of the sidewalk and pedestrian crossing has started.
- Sylvan Lake Road – The Intergovernmental Agreement (IGA) for the \$1M MMOF grant with CDOT is fully executed. Staff have contracted for professional engineering services with Martin and Martin. A Design Scoping Meeting (DSM) with CDOT is scheduled for October 12th. Survey collection has started.
- Grand Avenue Corridor – The project status and Value Engineering recommendations were presented to the Town Council at the October 3rd Work Session. The project team is now preparing for an Open House on November 1st. The design will advance with the modified cross section discussed with Council on Oct. 3rd. Staff will work on a financing plan which will be presented to Council the first quarter of 2024.
- Howard & 4th Street – Design of the water, sewer, roadway, and drainage has started. An Open House is scheduled for Oct 16th. Staff advertised and distributed flyers for the event.
- Pavement Management Study – Fieldwork completed the week of August 21st. The final report is due by the end of 2023.
- 2023 Resurfacing Project – Bus shelter concrete pads completed; staff will prepare a Change Order for the work. The project is complete; staff will prepare final project paperwork.



To: Mayor and Town Council
From: Jenny Rakow, Town Clerk
Date: October 10, 2023

Agenda Item: PUBLIC HEARING: Application for a New Lodging & Entertainment License: Aimbridge Hospitality LLC dba Best Western Plus Eagle Lodge & Suites

REQUEST: The Mayor should convene the Liquor License Authority before opening this item. The request is for consideration of approval of a new Lodging & Entertainment Liquor License for Aimbridge Hospitality LLC dba Best Western Lodging & Suites located at 200 Loren Lane.

BACKGROUND: Aimbridge Hospitality LLC has submitted an application for a new license on September 5, 2023. A public notice was posted and a complete application was submitted to the state for concurrent review, pending local approval.

ANALYSIS: Department Staff has reviewed the application and made preliminary findings to the applicant that included the following:

- The location of the premises for which the license is sought is 200 Loren Lane, Eagle, Colorado 81631.
- It appears from the evidence submitted that the applicants are entitled to possession of the premises proposed to exercise the license.
- The location proposed to sell liquor for on-site consumption is not within 500 feet proximity to a school as defined in the Eagle Municipal Code.
- The applicants have applied for and have possession of a valid Town of Eagle Business License and state-issued Sales Tax License number.
- The renewal fee for 2024 will be \$175.00 to the Town of Eagle.
- As of this date, the Town Clerk and the Eagle Police Department have completed their preliminary background investigation concerning the records of the premises and applicants as allowed by current statute. All issues reported were reviewed by the Eagle Police Department and were deemed acceptable.
- No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.
- The neighborhood for which the Local Licensing Authority has determined as the applicable neighborhood is the Town of Eagle. A petition to assist with determining the needs and desires of the adult inhabitants was submitted in support of approval.

16 Hotel & Restaurant Licenses	5 Beer and Wine Licenses
3 Tavern Licenses	3 Retail Liquor Store Licenses
4 Fermented Malt Beverage Off-Premises Licenses	1 Distillery (State Licensed)
1 Lodging & Entertainment License	

COMMUNITY INPUT: This is a public hearing and this item was publicly noticed at the location, in the newspaper, and on our website. The applicant will also have a representative present to answer any questions from the Authority.

BUDGET / STAFF IMPACT: There is no budget impact for approving this item. All fees have been paid.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This item does not have a direct link to a Major Objective. However, it does support "Stimulating Economic Vitality and Development." A denial of this license would need to be for cause and would limit the applicant's sales to non-alcoholic beverages only.

RECOMMENDED ACTION OR PROPOSED MOTION: MOTION TO APPROVE OR DENY: Findings and Order approving a New Lodging & Entertainment License for Aimbridge Hospitality LLC - located at 200 Loren Lane and direct the Mayor and Town Clerk to sign and submit the application to the State of Colorado.

ATTACHMENTS:

1. NOTICE OF FINDINGS AND ORDER
2. CONCURRENT REVIEW SUBMITTAL TO STATE FOR COUNCIL PACKET
3. Notice of Public Hearing - website



BEFORE THE TOWN OF EAGLE LIQUOR LICENSING AUTHORITY

200 BROADWAY
PO BOX 609
EAGLE CO 81631

FINDINGS AND ORDER APPROVING A LODGING & ENTERTAINMENT LICENSE

IN THE MATTER OF

Aimbridge Hospitality LLC
dba Best Western Plus Eagle Lodge & Suites
Address: 200 Loren Lane, Eagle CO

Having considered the application of Aimbridge Hospitality LLC dba Best Western Plus Eagle Lodge & Suites owner for a new Lodging & Entertainment License, and all attachments submitted therewith (the "Application"), having held a public hearing on the Application on October 10, 2023, following due and proper notice, all in accordance with the Colorado Liquor Code, 44-3-101 et seq., C.R.S., and having considered all relevant and competent evidence admitted at the said public hearing, the Local Licensing Authority FINDS AS FOLLOWS:

1. There has not been a denial of an application at the same location by either the State or Local Licensing Authority within two (2) years preceding the date of the application.
2. The Applicant has submitted evidence that they are entitled to possession of the premises where the license is proposed to be exercised.
3. The premises where the Applicant proposes to sell alcohol is not in violation of the 500-foot limitation from any public or parochial school or the principal campus of any college, university, or seminary.
4. The premises are properly zoned for the activity which will occur therein. Approval has or will be provided by the Building Official and Planning Department prior to the issuance of State and Local Licenses.
5. The location has provided a petition in support of adding this license to support the reasonable requirements of the neighborhood and the desires of the adult inhabitants of the neighborhood that are not currently being met by existing outlets.
6. No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.

BASED UPON THE FOREGOING, THE LOCAL LICENSING AUTHORITY HEREBY ORDERS that the application of Aimbridge Hospitality LLC dba Best Western Plus Eagle Lodge & Suites for a new Lodging & Entertainment License is hereby GRANTED.

DATED this 10th day of October 2023

LOCAL LIQUOR LICENSING AUTHORITY
TOWN OF EAGLE

Scott Turnipseed, Chair

ATTEST:

Jenny Rakow, Town Clerk

Colorado Liquor Retail License Application

* Note that the Division will not accept cash ☒ Paid by check ☐ Paid online

Uploaded to MoveIt on Date
9-6-23

☐ New License ☒ New-Concurrent ☐ Transfer of Ownership ☐ State Property Only ☐ Master file			
All answers must be printed in black ink or typewritten Applicant must check the appropriate box(es) Applicant should obtain a copy of the Colorado Liquor, Beer and Wine Code: SBG.Colorado.gov/Liquor			
1. Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other ☐ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)			
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation Aimbridge Hospitality, LLC			FEIN Number 35-2198050
2a. Trade Name of Establishment (DBA) Best Western Plus Eagle Lodge & Suites		State Sales Tax Number 27645703-0000	Business Telephone 972-952-0200
3. Address of Premises (specify exact location of premises, include suite/unit numbers) 200 Loren Lane			
City Eagle		County Eagle	State CO
4. Mailing Address (Number and Street) 5301 Headquarters Drive		City or Town Plano	State TX
5. Email Address hloving@bluebonnetconsulting.com			
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA) Best Western Plus Eagle/Vail Valley		Present State License Number N/A	Present Expiration Date N/A
Section A Nonrefundable Application Fees*		Section B (Cont.) Liquor License Fees*	
☐ Application Fee for New License\$1,100.00 ☒ Application Fee for New License w/Concurrent Review\$1,200.00 ☐ Application Fee for Transfer\$1,100.00		☐ Liquor-Licensed Drugstore (County)\$312.50 ☒ Lodging & Entertainment - L&E (City)\$500.00 ☐ Lodging & Entertainment - L&E (County)\$500.00 ☐ Manager Registration - H & R\$30.00 ☐ Manager Registration - Tavern\$30.00 ☒ Manager Registration - Lodging & Entertainment\$30.00 ☐ Manager Registration - Campus Liquor Complex\$30.00 ☐ Optional Premises License (City)\$500.00 ☐ Optional Premises License (County)\$500.00 ☐ Racetrack License (City)\$500.00 ☐ Racetrack License (County)\$500.00 ☐ Resort Complex License (City)\$500.00 ☐ Resort Complex License (County)\$500.00 ☐ Related Facility - Campus Liquor Complex (City)\$160.00 ☐ Related Facility - Campus Liquor Complex (County)\$160.00 ☐ Related Facility - Campus Liquor Complex (State)\$160.00 ☐ Retail Gaming Tavern License (City)\$500.00 ☐ Retail Gaming Tavern License (County)\$500.00 ☐ Retail Liquor Store License-Additional (City)\$227.50 ☐ Retail Liquor Store License-Additional (County)\$312.50 ☐ Retail Liquor Store (City)\$227.50 ☐ Retail Liquor Store (County)\$312.50 ☐ Tavern License (City)\$500.00 ☐ Tavern License (County)\$500.00 ☐ Vintners Restaurant License (City)\$750.00 ☐ Vintners Restaurant License (County)\$750.00	
Section B Liquor License Fees*			
☐ Add Optional Premises to H & R\$100.00 X _____ Total _____ ☐ Add Related Facility to Resort Complex\$75.00 X _____ Total _____ ☐ Add Sidewalk Service Area\$75.00 ☐ Arts License (City)\$308.75 ☐ Arts License (County)\$308.75 ☐ Beer and Wine License (City)\$351.25 ☐ Beer and Wine License (County)\$436.25 ☐ Brew Pub License (City)\$750.00 ☐ Brew Pub License (County)\$750.00 ☐ Campus Liquor Complex (City)\$500.00 ☐ Campus Liquor Complex (County)\$500.00 ☐ Campus Liquor Complex (State)\$500.00 ☐ Club License (City)\$308.75 ☐ Club License (County)\$308.75 ☐ Distillery Pub License (City)\$750.00 ☐ Distillery Pub License (County)\$750.00 ☐ Hotel and Restaurant License (City)\$500.00 ☐ Hotel and Restaurant License (County)\$500.00 ☐ Hotel and Restaurant License w/one opt premises (City)\$600.00 ☐ Hotel and Restaurant License w/one opt premises (County)\$600.00 ☐ Liquor-Licensed Drugstore (City)\$227.50			
Questions? Visit: SBG.Colorado.gov/Liquor for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$

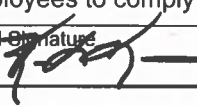
Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit: SBG.Colorado.gov/Liquor for more information**

Items submitted, please check all appropriate boxes completed or documents submitted	
I.	Applicant information ☐ A. Applicant/Licensee identified ☐ B. State sales tax license number listed or applied for at time of application ☐ C. License type or other transaction identified ☐ D. Return originals to local authority (additional items may be required by the local licensing authority) ☐ E. All sections of the application need to be completed ☐ F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application
II.	Diagram of the premises ☐ A. No larger than 8½" X 11" ☐ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) ☐ C. Separate diagram for each floor (if multiple levels) ☐ D. Kitchen - identified if Hotel and Restaurant ☐ E. Bold/Outlined Licensed Premises
III.	Proof of property possession (One Year Needed) ☐ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk ☐ B. Lease in the name of the applicant (or) (matching question #2) ☐ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant ☐ D. Other agreement if not deed or lease. (matching question #2)
IV.	Background information (DR 8404-I) and financial documents ☐ A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members) ☐ B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State using code 25YQHT with IdentoGO. Do not complete fingerprint cards prior to submitting your application. The Vendors are as follows: IdentoGO – https://uenroll.identogo.com/ Phone: 844-539-5539 (toll-free) Colorado Fingerprinting – http://www.coloradofingerprinting.com Appointment Scheduling Website: http://www.coloradofingerprinting.com/cabs/ Phone: 720-292-2722 Toll Free: 833-224-2227 Details about the vendors and fingerprinting in Colorado can be found on CBI's website here: https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/employment-and-background-checks ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license ☐ D. List of all notes and loans (Copies to also be attached)
V.	Sole proprietor/husband and wife partnership (if applicable) ☐ A. Form DR 4679 ☐ B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable) ☐ A. Certificate of Incorporation ☐ B. Certificate of Good Standing ☐ C. Certificate of Authorization if foreign corporation (out of state applicants only)
VII.	Partnership applicant information (if applicable) ☐ A. Partnership Agreement (general or limited). ☐ B. Certificate of Good Standing
VIII.	Limited Liability Company applicant information (if applicable) ☐ A. Copy of articles of organization ☐ B. Certificate of Good Standing ☐ C. Copy of Operating Agreement (if applicable) ☐ D. Certificate of Authority if foreign LLC (out of state applicants only)
IX.	Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application ☐ A. \$30.00 fee ☐ B. If owner is managing, no fee required

Name Best Western Plus Eagle Lodge & Suites		Type of License Lodging & Entertainment		Account Number	
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?					Yes ☐ No ☒
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):					
a. Been denied an alcohol beverage license?					☐ ☒
b. Had an alcohol beverage license suspended or revoked?					☐ ☒
c. Had interest in another entity that had an alcohol beverage license suspended or revoked?					☐ ☒
If you answered yes to 8a, b or c, explain in detail on a separate sheet.					
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.					☐ ☒
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?					☐ ☒
Waiver by local ordinance?					☐ ☐
Other: _____					
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.					☐ ☐ N/A
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.					☐ ☐ N/A
13. a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016?					☐ ☐ N/A
b. Are you a Colorado resident?					☐ ☐
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee.					☒ ☐
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement?					☒ ☐
☐ Ownership ☐ Lease ☒ Other (Explain in Detail) <u>Management Agreement</u>					
a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:					
Landlord CSS WARNER EAGLE LLC		Tenant Aimbridge Hospitality, LLC		Expires <u>1</u> YR. TERM - automatic renewal	
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16.					☐ ☒
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".					
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.					
Last Name N/A		First Name		Date of Birth	FEIN or SSN
Last Name N/A		First Name		Date of Birth	FEIN or SSN
Interest/Percentage					
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.					
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:					☐ ☐ N/A
Has a local ordinance or resolution authorizing optional premises been adopted?					
Number of additional Optional Premise areas requested. (See license fee chart)					
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.					N/A

Name Best Western Plus Eagle Lodge & Suites	Type of License Lodging & Entertainment	Account Number		
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following: a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ Yes ☐ No If "yes" a copy of license must be attached.				
20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation Yes No a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐ Yes ☐ No b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐ Yes ☐ No c. How long has the club been incorporated? d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐ Yes ☐ No				
21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following: a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) ☐ Yes ☐ No				
22. Campus Liquor Complex applicants answer the following: a. Is the applicant an institution of higher education? ☐ Yes ☐ No b. Is the applicant a person who contracts with the institution of higher education to provide food services? ☐ Yes ☐ No If "yes" please provide a copy of the contract with the institution of higher education to provide food services.				
23. For all on-premises applicants. a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager Hays	First Name of Manager Daniel			
24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. Yes No ☐ Yes ☒ No				
25. Related Facility - Campus Liquor Complex applicants answer the following: ☐ Yes ☐ No a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex. b. Designated Manager for Related Facility- Campus Liquor Complex				
Last Name of Manager	First Name of Manager			
26. Tax Information. Yes No a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☒ No				
27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.				
Name Mark Milenko Chloupek	Home Address, City & State 3124 Hanover, Dallas, TX	DOB 10/20/71	Position President	%Owned 0
Name Andrew Walton Leavitt	Home Address, City & State 4528 Pebble Brook Lane, Plano, TX	DOB 11/19/81	Position VP	%Owned 0
Name Robert Paul Smith	Home Address, City & State 7300 Swanson Drive, Plano, TX	DOB 02/14/66	Position VP	%Owned 0
Name Karen Louise Kovach	Home Address, City & State 8224 Paisley, The Colony, TX	DOB 07/03/61	Position VP	%Owned 0
Name	Home Address, City & State	DOB	Position	%Owned

Name Best Western Plus Eagle Lodge & Suites		Type of License Lodging & Entertainment	Account Number	
** If applicant is owned 100% by a parent company, please list the designated principal officer on above. ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable) ** If total ownership percentage disclosed here does not total 100%, applicant must check this box: ☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.				
Oath Of Applicant				
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.				
Authorized Signature 		Printed Name and Title Karen Kovach / Vice President		Date 8/22/2023
Report and Approval of Local Licensing Authority (City/County)				
Date application filed with local authority Sept 5, 2023		Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application) October 10, 2023		
For Transfer Applications Only - Is the license being transferred valid?				Yes No ☐ ☐
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been: ☒ Fingerprinted ☒ Subject to background investigation, including NCIC/CCIC check for outstanding warrants That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license (Check One) ☐ Date of inspection or anticipated date _____ ☒ Will conduct inspection upon approval of state licensing authority				
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,0000?				Yes No ☐ ☐
☐ Is the Liquor Licensed Drugstore(LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,0000?				Yes No ☐ ☐
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.				
☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?				Yes No ☐ ☐
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.				
Local Licensing Authority for TOWN of Eagle		Telephone Number 970 328 9623		☒ Town, City ☐ County
Signature	Print	Title	Date	
Signature	Print	Title	Date	

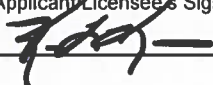
Tax Check Authorization, Waiver, and Request to Release Information

I, Karen Kovach am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Aimbridge Hospitality, LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)		Social Security Number/Tax Identification Number	
Aimbridge Hospitality, LLC		35-2198050	
Address			
5301 Headquarters Drive			
City		State	Zip
Plano		TX	75024
Home Phone Number		Business/Work Phone Number	
972-952-0200		972-952-0200	
Printed name of person signing on behalf of the Applicant/Licensee			
Karen Kovach			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)			Date signed
			8/22/2023

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Permit Application and Report of Changes

All Answers Must Be Printed in Black Ink or Typewritten

1. Applicant is a ☐ Corporation ☐ Individual ☐ Partnership ☒ Limited Liability Company					License Number	
2. Name of Licensee Aimbridge Hospitality, LLC			3. Trade Name of Establishment (DBA) Best Western Plus Eagle Lodge & Suites			
4. Address of Premises (specify exact location of premises) 200 Loren Lane			5. Business Email Address daniel.hays@aimbridge.com			
City Eagle	County Eagle	State CO	ZIP 81631	Business Phone Number 972-952-0200		
SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.						
Section A – Manager Reg/Change			Section C			
☐ Manager's Registration (Hotel & Restr.) \$30.00 ☐ Manager's Registration (Tavern) \$30.00 ☒ Manager's Registration (Lodging & Entertainment) \$30.00 ☐ Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE <i>Please note that Manager's Registration for Hotel & Restaurant, Lodging & Entertainment, and Tavern licenses requires a local fee with submission to the local licensing authority as well. Please reach out to local licensing authorities directly regarding local processing and fees.</i>			☐ Retail Warehouse Storage Permit (ea) \$100.00 ☐ Wholesale Branch House Permit (ea) \$100.00 ☐ Change Corp. or Trade Name Permit (ea) \$50.00 ☐ Change Location Permit (ea) \$150.00 ☐ Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change \$150.00 ☐ Change, Alter or Modify Premises \$150.00 x Total Fee:			
Section B – Duplicate License			☐ Addition of Optional Premises to Existing H/R \$100.00 x Total Fee:			
☐ Duplicate License \$50.00			☐ Addition of Related Facility to an Existing Resort or Campus Liquor Complex \$160.00 x Total Fee:			
			☐ Campus Liquor Complex Designation No Fee ☐ Sidewalk Service Area \$75.00			

Do Not Write in This Space – For Department of Revenue Use Only		
Date License Issued	License Account Number	Period
The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.		TOTAL AMOUNT DUE \$00

Instruction Sheet

For All Sections, Complete Questions 1-5 Located on Page 1

☒ **Section A**

To Register or Change Managers, check the appropriate box in section A and complete question 9 on page 4. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

☐ **Section B**

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.

☐ **Section C**

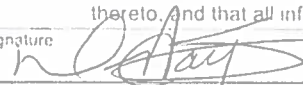
Check the appropriate box in section C and proceed below.

- 1) For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to the State Licensing Authority for approval.
- 2) For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to the State Licensing Authority for approval.
- 3) To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to the Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to the State Liquor Licensing Authority.
- 4) To modify Premise, or add Sidewalk Service Area**, go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to the Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to the State Liquor Licensing Authority.
- 5) For Optional Premises** go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to the Local Liquor Licensing Authority (City or County).
- 6) To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit permit application or report of change to the Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to the State Liquor Licensing Authority.
- 7) Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change**, go to page 4, and complete question 8. Use this section to make a current Noncontiguous Manufacturing Location into a Primary Manufacturing Location, or a Primary Manufacturing Location into a Noncontiguous Manufacturing Location. To be eligible for a Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change, you must be a Colorado state licensed manufacturer of vinous liquor pursuant to section 44-3-402 or 44-3-403, C.R.S.
- 8) Campus Liquor Complex Designation**, go to page 5 and complete question 11. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.
- 9) To add another Related Facility** to an existing Resort or Campus Liquor Complex, go to page 5 and complete question 12.

Storage Permit	5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit ☐ Retail Warehouse Permit for: ☐ On-Premises Licensee (Taverns, Restaurants etc.) ☐ Off-Premises Licensee (Liquor stores) ☐ Wholesalers Branch House Permit Address of storage premise: _____ City _____, County _____ ZIP _____ Attach a deed/lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.				
Change Trade Name or Corporate Name	6. Change of Trade Name or Corporation Name ☐ Change of Trade name/DBA only ☐ Corporate Name Change (Attach the following supporting documents) 1. Certificate of Amendment filed with the Secretary of State, or 2. Statement of Change filed with the Secretary of State, <u>and</u> 3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; padding: 2px;">Old Trade Name</td><td style="width: 50%; padding: 2px;">New Trade Name</td></tr> <tr> <td style="padding: 2px;">Old Corporate Name</td><td style="padding: 2px;">New Corporate Name</td></tr> </table>	Old Trade Name	New Trade Name	Old Corporate Name	New Corporate Name
Old Trade Name	New Trade Name				
Old Corporate Name	New Corporate Name				
Change of Location	7. Change of Location NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held. Date filed with Local Authority _____ Date of Hearing _____ (a) Address of current premises _____ City _____ County _____ ZIP _____ (b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee) Address _____ City _____ County _____ ZIP _____ (c) New mailing address if applicable. Address _____ City _____ County _____ State _____ ZIP _____ (d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.				

Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change	8. Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change Select the option that applies to your situation: ☐ Make a current Primary Manufacturing Location (Location 1) into a Noncontiguous Location (Location 2); or ☐ Make a current Noncontiguous Manufacturing Location (Location 1) into a Primary Manufacturing Location (Location 2). (a) Address of Location 1: _____ City _____ County _____ ZIP _____ (b) Address of Location 2: _____ City _____ County _____ ZIP _____
Change of Manager	9. Change of Manager or to Register the Manager of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 44-3-301(8), C.R.S. (a) Change of Manager Former manager's name <u>Renee McFarland</u> New manager's name <u>Daniel Hays</u> (b) Date of Employment <u>12/13/2022</u> Has manager ever managed a liquor licensed establishment? ☒ Yes ☐ No Does manager have a financial interest in any other liquor licensed establishment? ☐ Yes ☒ No If yes, give name and location of establishment <u>Ramada Fayetteville NC -1707-A Owen Dr, Fayetteville, NC / Baymont Inn & Suites, Groton CT - 360 CT-12, Groton, CT 06340</u>
Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area	10. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities. (a) Describe change proposed _____ (b) If the modification is temporary, when will the proposed change: Start _____ (mo/day/year) End _____ (mo/day/year) NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00 (c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? (If yes, explain in detail and describe any exemptions that apply) ☐ Yes ☐ No (d) Is the proposed change in compliance with local building and zoning laws? ☐ Yes ☐ No (e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? ☐ Yes ☐ No (f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises. (g) Attach any existing lease that is revised due to the modification. (h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), 1 C.C.R. 203-2, include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

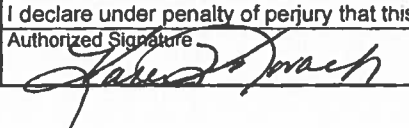
Campus Liquor Complex Designation	11. Campus Liquor Complex Designation An institution of higher education or a person who contracts with the institution to provide food services (a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex _____ ☐ Yes ☐ No
Additional Related Facility	12. Additional Related Facility To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises. (a) Address of Related Facility _____ (b) Outlined diagram provided _____ ☐ Yes ☐ No

Oath of Applicant		
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge		
Signature → 	Print name and Title Daniel Hays / Task Manager	Date 8/23/23
Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)		
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. Therefore, This Application is Approved.		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
Report of STATE Licensing Authority		
The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.		
Signature	Title	Date

Individual History Record

To be completed by the following persons, as applicable. sole proprietors, general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership, all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock, managing members or officers of a limited liability company, and members owning 10% or more of the company, and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". Any deliberate misrepresentation or material omission may jeopardize the license application. (Please attach a separate sheet if necessary to enable you to answer questions completely)				
1. Name of Business Best Western Plus Eagle Lodge & Suites		Home Phone Number N/A	Cellular Number 972-952-0200	
2. Your Full Name (last, first, middle) Kovach, Karen, Louise		3. List any other names you have used n/a		
4. Mailing address (if different from residence) 5301 Headquarters Drive, Plano, TX 75024		Email Address hloving@blubonnetconsulting.com		
5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)				
Street and Number		City, State, Zip	From	To
Current 8224 Paisley		The Colony, TX 75056-6498	3/2020	Current
Previous 4156 Clary Drive		The Colony, TX 75056-3633	11/2015	3/2020
6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)				
Name of Employer or Business	Address (Street, Number, City, State, Zip)	Position Held	From	To
Aimbridge Hospitality	5301 Headquarters Drive, Plano TX 75024-6187	VP Transitions & Licensing	12/2015	Current
Club Corporation of America	300 Lyndon B Johnson Fwy, Dallas, TX 75324	Senior Paralegal Licensing	8/2015	12/2015
TGI Friday's Headquarters	19111 Dallas Pkwy Ste 165, Dallas TX 75287	Senior Paralegal Licensing	4/2007	8/2015
7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.				
Name of Relative	Relationship to You	Position Held	Name of Licensee	
N/A				
8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail) ☐ Yes ☒ No				
9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail) ☐ Yes ☒ No				

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail)				☐ Yes ☒ No	
11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail)				☐ Yes ☒ No	
12 Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail)				☐ Yes ☒ No	
Personal and Financial Information					
Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.					
13a Date of Birth 7/3/1961		b Social Security Number 167-54-7094		c Place of Birth Johnstown, PA, USA	
e. If Naturalized, state where N/A				f When	
				g Name of District Court	
h Naturalization Certificate Number		i Date of Certification		j If an Alien, Give Alien's Registration Card Number	
				k Permanent Residence Card Number	
l Height 5'8"	m Weight 195	n. Hair Color Brown	o Eye Color Green	p Gender Female	q Do you have a current Driver's License/ID? If so, give number and state Yes ☐ No ☒ # 13088450 State TX
14 Financial Information					
a Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other \$ 0 00 change in management company only					
b List the total amount of the personal investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ 0 00					
* If corporate investment only please skip to and complete section (d)					
** Section b should reflect the total of sections c and e					
c Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)					
Type: Cash, Services or Equipment		Account Type		Bank Name	
Amount					
\$0 00					
d Provide details of the corporate investment described in 14 (a). You must account for all of the sources of this investment. (Attach a separate sheet if needed)					
Type: Cash, Services or Equipment		Loans		Account Type	
Amount				Bank Name	
\$0 00					
e. Loan Information (Attach copies of all notes or loans)					
Name of Lender		Address		Term	
Amount				Security	
\$0 00					
Oath of Applicant					
I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge					
Authorized Signature 		Print Signature Karen Louise Kovach		Title Vice President	
				Date 7/18/23	



**PUBLIC NOTICE
TOWN OF EAGLE
NEW RETAIL LIQUOR LICENSE APPLICATION**

Notice is hereby given that the Town Council, acting as the Local Liquor Licensing Authority, shall hold a public hearing on the application of **AIMBRIDGE HOSPITALITY LLC DBA BEST WESTERN PLUS EAGLE LODGE & SUITES** dated August 28, 2023, requesting a Lodging & Entertainment License, located at 200 Loren Lane Eagle, Colorado 81631. Said hearing will be held on Tuesday, October 10, 2023, at 6:00 p.m. during a Town Council meeting held at the Eagle Town Hall, 200 Broadway. All persons interested in the aforementioned application may appear before the Town Council and present testimony or may submit written correspondence to the Eagle Town Clerk, at clerk@townofeagle.org or PO Box 609 Eagle CO 81631.

By: **Jenny Rakow**
Town Clerk

Published: September 14, 2023 Vail Daily/Eagle Valley Enterprise



To: Mayor and Town Council

From: Larry Pardee, Town Manager

Date: October 10, 2023

Agenda Item: Eby Creek Apartments sidewalk project funding request.

REQUEST:

Mr. Rick Patriacca, representing Son Ray LLC, is developing the 435 Eby Creek 30-unit rental apartment housing project in light of unexpected expenses associated with the sidewalk improvements, which both parties agreed to in the development agreement in August 2022 with the Town. Mr. Patriacca is now seeking supplementary funding to address these unforeseen additional costs.

BACKGROUND:

The approved development agreement stipulates that the Town will reimburse up to 50% of the sidewalk project costs, contingent upon the total expenditure not exceeding our initial estimate of \$60,240.00 as provided in August 2022.

Mr. Rick Patriacca notes that over the past 13 months, they have diligently collaborated with the Public Works Department and our Town engineer to finalize the sidewalk's design. Unfortunately, the original plan was deemed unsuitable by the Town Engineer on March 3, 2023. Subsequently, a revised layout was submitted and accepted in May, leading to the issuance of a Permit for Work in the Right of Way on May 25, 2023.

In June 2023, it was determined that the property falls within the CDOT Right-of-Way, significantly complicating the project, delaying the start date, and incurring additional expenses related to redesign and CDOT regulation compliance. The revised plans now encompass a new scope, including a new curb and gutter, sidewalk, replacement of the vehicular guardrail, and a storm drainage inlet system. The anticipated cost is approximately \$150,000, although they are trying to minimize expenses.

Mr. Rick Patriacca requests that the Town honor its original commitment to funding 50% of this project's construction cost because of the cost overruns that they have experienced through what they believe to be no fault of their own but a result of several unforeseen circumstances.

ANALYSIS:

N/A

COMMUNITY INPUT:

We have not received public comments to date.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

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

Major Objective – 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.

RECOMMENDED ACTION OR PROPOSED MOTION:

Should the Town Council be ready to make a motion –

- I move to **Approve** or **Deny** - The Eby Creek sidewalk funding request for an additional \$45,000.

ATTACHMENTS:

- Son Ray LLC letter to Town 09.28.23
- Original Budget and Plans from August 2022
- Current Budget and Plans

Son Ray LLC
PO Box 4556
Eagle, CO 81631

September 28, 2023

Mr. Larry Pardee,
Town Manager
Town of Eagle
200 Broadway
Eagle, CO 81631

Dear Mr. Pardee,

I am writing to you regarding the Developer Agreement that our company signed with the Town in August 2022. Specifically I am writing to address section 2.2.b of that agreement which stipulates that our company has agreed to install a sidewalk from the intersection of Pond Road traveling south to the driveway of 360 Eby Creek Road, and section 12.3 which stipulates that the Town will reimburse up to 50% of the cost of the sidewalk work, provided that the actual costs do not overrun the estimate that we gave in August 2023 of \$60,240.00. The initial design for the sidewalk was included in our Development Permit submittal after several discussions between our design team, the Planning and Zoning Commission, Public Works, and Community Development. This design was the baseline for the initial cost estimate we provided.

Through the course of the last 13 months, we have worked diligently with the Public Works Department and our civil engineer to finalize the design of this sidewalk. Unfortunately, the original design was deemed to be unacceptable by the Town Engineer on March 3, 2023. Our civil engineer provided a design that was accepted in May, and the Permit for Work in the Right of Way was issued on May 25, 2023. It was later determined in June 2023 by the Town Engineer that the property falls within the CDOT Right of Way, which has further added to the complexity of the project, delayed the start date, and added more costs for re-design and CDOT regulation compliance. The final approved plans now include a whole new curb and gutter, sidewalk, replacement of the vehicular guardrail, and a drain inlet system. The anticipated cost of this is now around \$150,000, though we are doing everything in our power to bring the costs in below that. I am writing to request that the Town honor its commitment to funding 50% of this project because the cost overruns that we are experiencing are through no fault of our own, but rather are the result of several unforeseen circumstances.

Our team is still committed to completing this project, and installing a sidewalk that is much needed for both our new development and the existing apartments and hotel on Pond Road. As per our original agreement, will continue to perform the supervision and management of the project for free and will not be charging any fee for overhead or profit for this work.

I appreciate your consideration and continued partnership with us in our efforts to provide much needed housing to our community.

Best Regards,

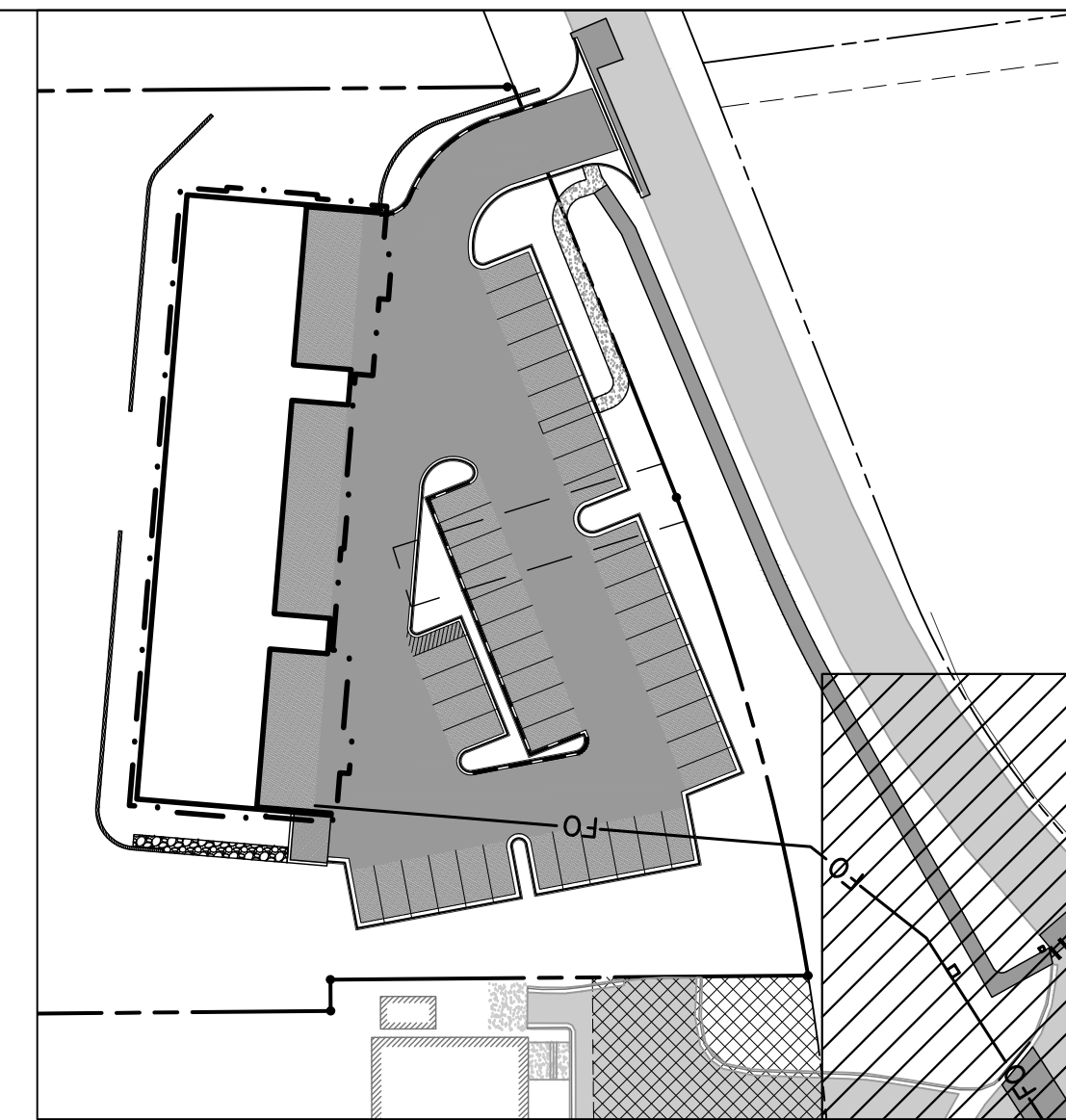
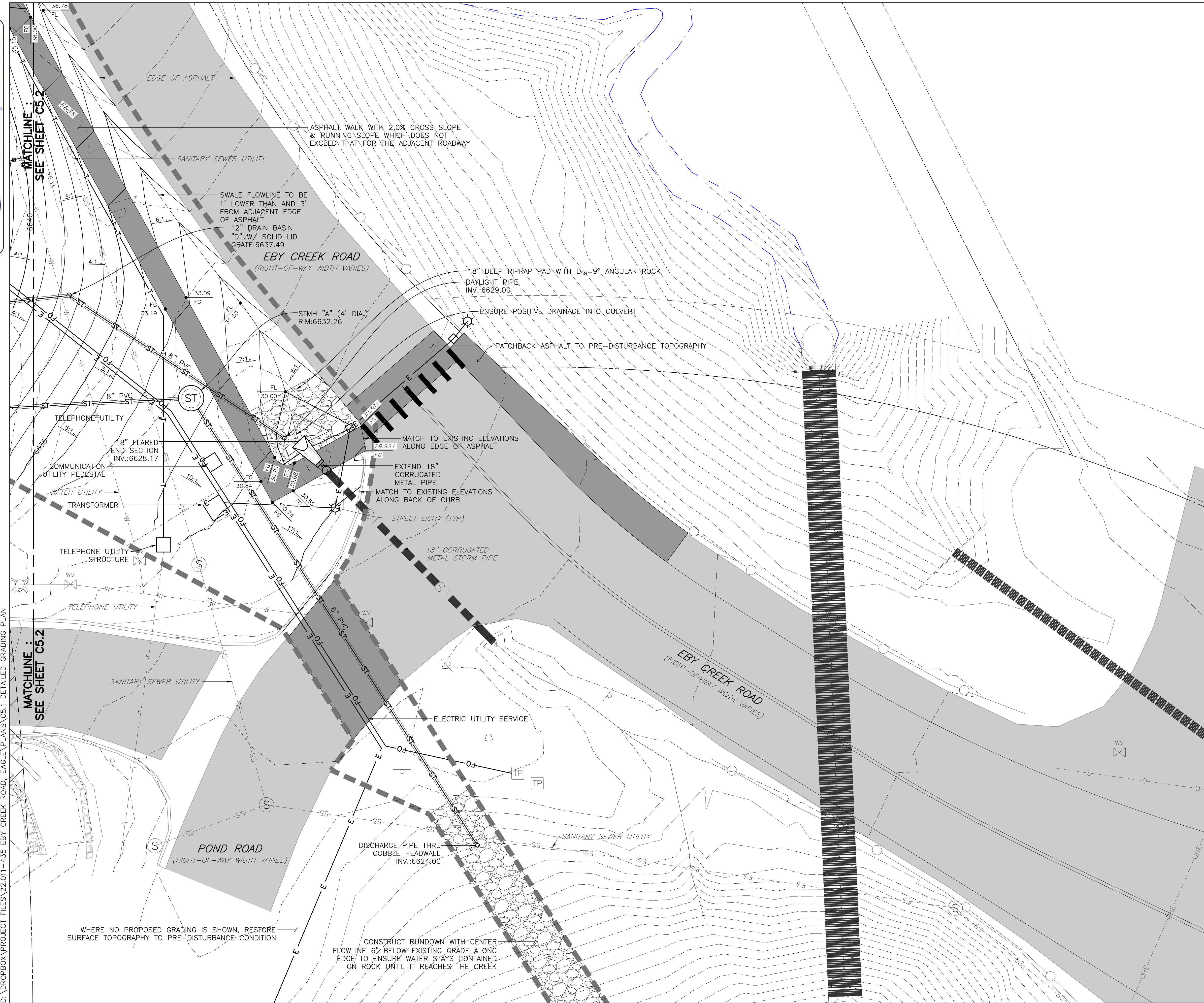
Rick Patriacca
Managing Member

ORIGINAL BUDGET AND PLANS



435 Eby Creek Public Improvements Cost Estimate

Detached Sidewalk Behind Guardrail	Unit Cost	Qty	UOM	TOTAL
Site Survey	\$500.00	1	LS	\$500
Professional Engineering Services	\$3,000.00	1	LS	\$3,000
Site Work				
Excavation and Subgrade Prep - Mini Excavator Crew	\$2,000.00	2	Days	\$4,000
Redi-Rock (or similar) Retaining Wall	\$60.00	150	SF	\$9,000
Backfill	\$15.00	60	CY	\$900
Asphalt Prep	\$2.50	900	SF	\$2,250
Asphalt Paving	\$95.00	36	Tons	\$3,420
Steel Guardrail	\$70.00	150	LS	\$10,500
Flashing Crosswalk Lights	\$11,150.00	1	LS	\$11,150
Addition of New Street Light	\$8,500	1	LS	\$8,500
Existing Guardrail Modifications for Pedestrian Opening	\$2,000	1	LS	\$2,000
Construction Contingency	\$5,020.00	1	LS	\$5,020
GC Fee				No Charge
TOTAL ESTIMATED COST				\$60,240



KEYMAP

SCALE: 1"=60'

FOR GRADING NOTES, RE: SHEET C5.4

APARTMENTS BUILDING

435 EBY CREEK ROAD

EAGLE, COLORADO

**YARNELL CONSULTING &
CIVIL DESIGN, LLC**

P.O. BOX 3901, EAGLE, COLORADO 81631

(970) 323-7008

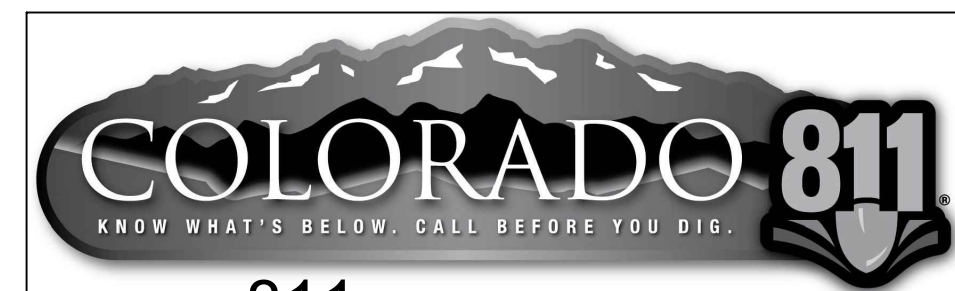
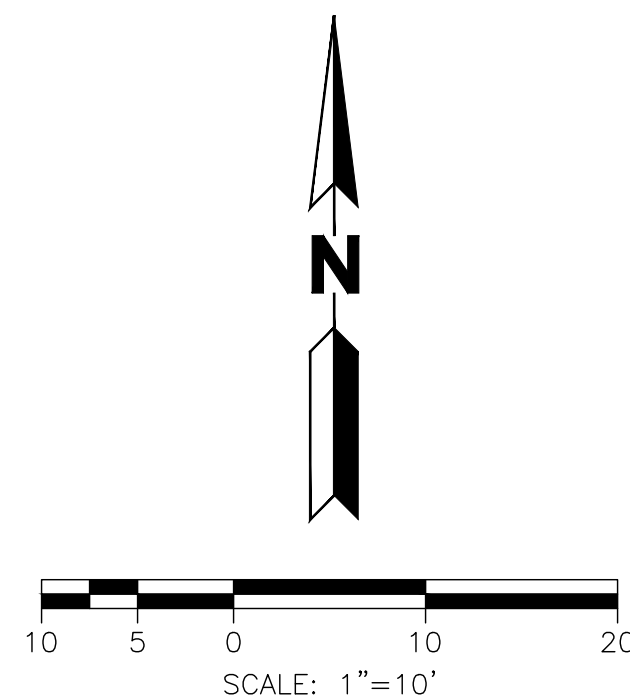
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NO.	ISSUE / REVISION	DATE	NAME
1.	SCHEMATIC DESIGN (NO CONST.)	4/15/22	JYJ
2.	DESIGN DEVELOPMENT (NO CONST.)	5/19/22	JYJ
3.	DEVELOPMENT PERMIT RESUBMISSION	6/24/22	JYJ
4.	BUILDING PERMIT REVIEW	8/10/22	JYJ
5.	ISSUE FOR CONSTRUCTION	10/3/22	JYJ

DESIGN BY:	J. YARNELL
DRAWN BY:	J. YARNELL
REVIEWED BY:	J. YARNELL
PROJECT NO.:	22.011
DATE:	10/3/2022

SHEET TITLE
DETAILED
GRADING PLAN

SHEET NO.
C5.3



CALL **811** 2-BUSINESS DAYS IN ADVANCE
BEFORE YOU DIG, GRADE OR EXCAVATE FOR
MARKING OF UNDERGROUND MEMBER UTILITIES

ENGINEER ASSUMES NO RESPONSIBILITY FOR UTILITY LOCATIONS.
THE UTILITIES SHOWN ON THIS DRAWING HAVE BEEN PLOTTED FROM
THE BEST AVAILABLE INFORMATION. IT IS, HOWEVER, THE
CONTRACTORS RESPONSIBILITY TO FIELD VERIFY THE SIZE,
MATERIAL, HORIZONTAL AND VERTICAL LOCATION OF ALL UTILITIES
PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION.

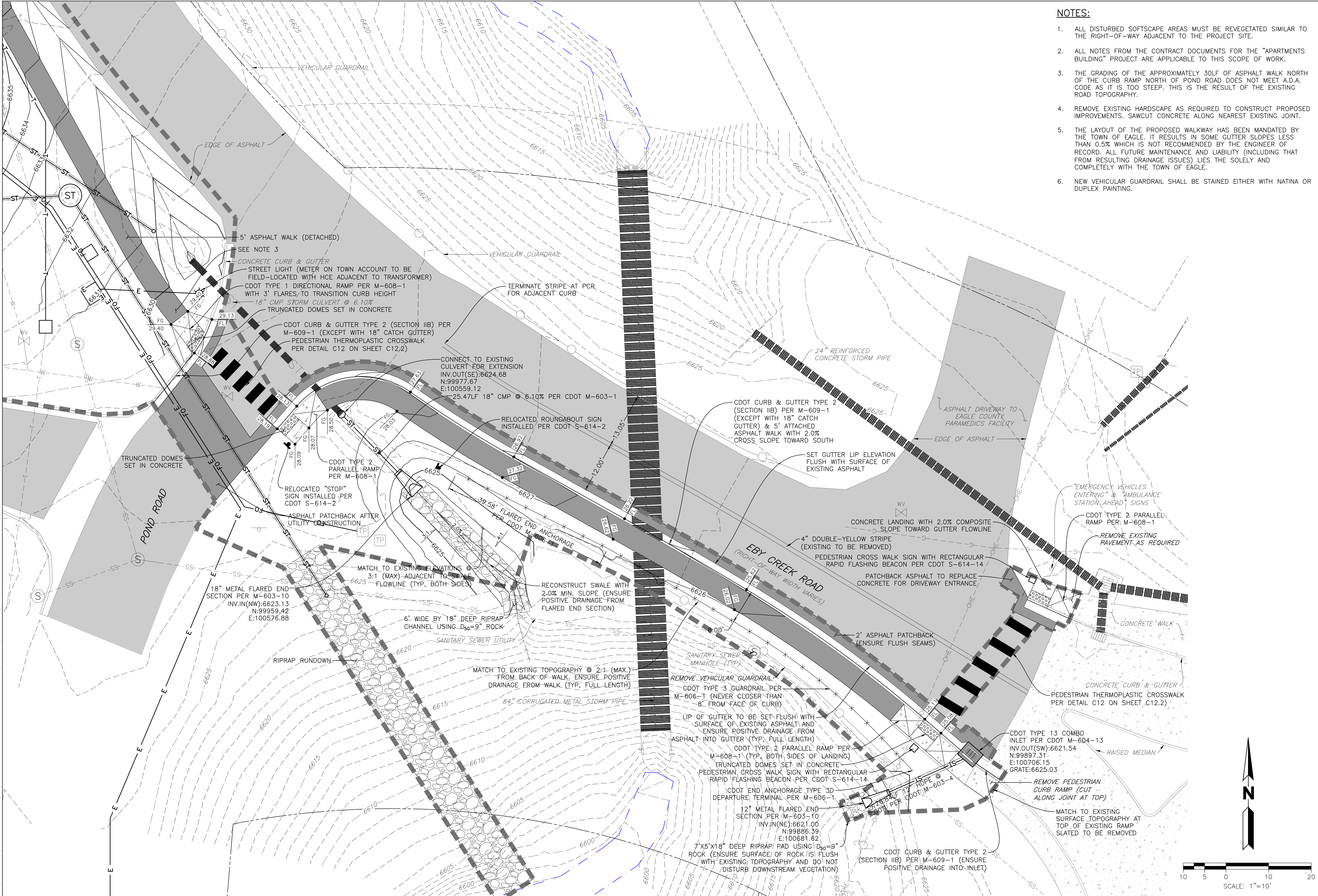
CURRENT BUDGET AND PLANS



435 Eby Creek Public Improvements Cost Estimate

CDOT Sidewalk per Approved Plans	Unit Cost	Qty	UOM	TOTAL
Site Survey	\$1,450.00	1	LS	\$1,450
Professional Engineering Services	\$3,150.00	1	LS	\$3,150
Site Work				
Excavation / Demo / Subgrade Prep / Curb Inlet	\$47,980.00	1	LS	\$47,980
Storm Pipe Extension with Flared End Section	\$5,500.00	1	LS	\$5,500
Asphalt Paving (sidewalk)	\$4,500.00	1	LS	\$4,500
Asphalt Patching (in roadway)	\$7,500.00	1	LS	\$7,500
New Roadway Striping and Thermoplastic Crosswalk	\$7,256.00	1	LS	\$7,256
Steel Guardrail	\$30,675.00	1	LS	\$30,675
Traffic Control	\$5,000.00	1	LS	\$5,000
Flashing Crosswalk Lights	\$12,000.00	1	LS	\$12,000
Concrete				
Curb and Gutter	\$7,511	1	LS	\$7,511
ADA Ramps x3	\$11,100	1	LS	\$11,100
Electric Meter at Existing Light Pole	\$2,000.00	1	LS	\$2,000
Construction Contingency	\$4,000.00	1		\$4,000
GC Fee				No Charge
TOTAL ESTIMATED COST				\$149,622

D:\DROPBOX\PROJECT FILES\22.011-435 EBY CREEK ROAD, EAGLE\PLANS\EXHIBITS\EX-1 EBY CREEK PEDESTRIAN IMPROVEMENTS



NOTES:

1. ALL DISTURBED SOFTSCAPE AREAS MUST BE REVEGETATED SIMILAR TO THE RIGHT-OF-WAY ADJACENT TO THE PROJECT SITE.
2. ALL NOTES FROM THE CONTRACT DOCUMENTS FOR THE "APARTMENTS BUILDING" PROJECT ARE APPLICABLE TO THIS SCOPE OF WORK.
3. THE GRADING OF THE APPROXIMATELY 30LF OF ASPHALT WALK NORTH OF THE CURB RAMP NORTH OF POND ROAD DOES NOT MEET A.D.A. CODE AS IT IS TOO STEEP. THIS IS THE RESULT OF THE EXISTING ROAD TOPOGRAPHY.
4. REMOVE EXISTING HARDSCAPE AS REQUIRED TO CONSTRUCT PROPOSED IMPROVEMENTS. SAWCUT CONCRETE ALONG NEAREST EXISTING JOINT.
5. THE LAYOUT OF THE PROPOSED WALKWAY HAS BEEN MANDATED BY THE TOWN OF EAGLE. IT RESULTS IN SOME GUTTER SLOPES LESS THAN 0.5% WHICH IS NOT RECOMMENDED BY THE ENGINEER OF RECORD. ALL FUTURE MAINTENANCE AND LIABILITY (INCLUDING THAT FROM RESULTING DRAINAGE ISSUES) LIES THE SOLELY AND COMPLETELY WITH THE TOWN OF EAGLE.
6. NEW VEHICULAR GUARDRAIL SHALL BE STAINED EITHER WITH NATINA OR DUPLEX PAINTING.

APARTMENTS BUILDING

435 EBY CREEK ROAD
LOT 3, PERRY SUBDIVISION PHASE 2
EAGLE, COLORADO

YARNELL CONSULTING &
CIVIL DESIGN, LLC

P.O. BOX 3901, EAGLE, COLORADO 81631
(970) 323-7008

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NO.	ISSUE / REVISION	NAME	DATE
11.	SIDEWALK CHANGES	J. YARNELL	8/7/23
12.	EBY CREEK ROAD IMPROVEMENTS	J. YARNELL	9/14/23
8.	EBY CREEK ROAD IMPROVEMENTS	J. YARNELL	5/8/23
9.	PARKING LOT GRADING CHANGES	J. YARNELL	6/7/23
10.	SIDEWALK CHANGES	J. YARNELL	6/16/23

SHEET TITLE
EBY CREEK
PEDESTRIAN
IMPROVEMENTS

SHEET NO.
EX-1



To: Mayor and Town Council

From: Derek Bos, Chief of Police

Date: October 5, 2023

Agenda Item: E-Bike Education and Enforcement and Community Engagement

REQUEST:

Presentation for e-bike regulation in the Town of Eagle limits. Feedback on the proposed regulation is the only request at this time.

BACKGROUND:

Colorado currently has little to no regulation for e-bike use. In 2023, e-bikes have become commonplace in and around TOE. With the lack of state-level regulation, frequent safety concerns arise. Regulation serves as the framework for education and enforcement.

ANALYSIS:

Due to the proliferation of e-bike use in and around the Town of Eagle, the need for regulation, education, and enforcement of e-bike use is essential to ensure the continued safety of our community.

COMMUNITY INPUT:

We will solicit community input after the council presentation on October 10.

BUDGET / STAFF IMPACT:

Significant. This will require significant staff time to draft regulations, collect, review, and analyze community feedback, and assimilate it into a finished product.

Costs associated will include Town Attorney fees for drafting the finished product into the ordinance. Will also include signage along applicable bike paths, sidewalks, trails, etc.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

Community Safety

RECOMMENDED ACTION OR PROPOSED MOTION

None at this time

ATTACHMENTS:

See attached letter

Town of Eagle Police Department



To: Larry Pardee, Town Manager

CC: Town Council

From: Derek Bos, Chief of Police

Date: 10-03-2023

Ref: Proposed E-Bike Regulations and Community Engagement Process

E-Bike education and regulation proposal:

Purpose: To create a culture of safety and courtesy *for* the community, *by* the community, through lifestyle, education, and enforcement.

Phase 1:

Proposed regulations:

- Dismount zones
 - Downtown: Broadway 100 block to 500 block; half a block (to alleyway) in each direction from Broadway on cross streets
 - New Downtown: Capital 1000 block to 1100 Block; roughly 150 feet each direction along Founders Blvd from the intersection of Founders and Capital
- All classes of E-bikes shall be prohibited on all natural surface (e.g. dirt, gravel, grass, etc) single track trails within the Town limits
- Use of E-bikes shall be prohibited at the BMX bike park
- Speed limit for all bike paths, sidewalks, non-"motorized" vehicle trails
 - 10 mph in parks and medium to high density residential areas

- 15 mph in low density areas, streets, open space bike paths
- Require helmets to be worn for all operators, riders, and passengers of class 3 E-bikes regardless of age
- Require helmets to be worn for all operators, riders, and passengers under the age of 18 for class 1 and 2 E-bikes
- Must stop at all intersections and stop at all crosswalks before proceeding
- Right of way
 - Pedestrians have the primary right of way
 - E-bikes must yield right of way to
 - Pedestrians
 - Equestrians
 - bicycles
 - Wildlife
 - E-bikes shall be ridden on the right-hand side of all sidewalks, bike paths, and non-motorized paths, except where the path width is such that the trail is a single track only path.
 - E-bikes shall yield right of way to all uphill traffic.
- All E-bikes, regardless of class, must be equipped with a headlight and taillight if used between dusk and dawn. Headlights and Taillights must be visible from at least 200 feet and shall be activated when e-bike is ridden between ½ hour before sunset to ½ hour after sunrise.
- Class 1 and Class 2 E-bikes may be used on designated bike paths, sidewalks, and non-motorized trails.
- Class 3 E-bikes may only be ridden in roadways, or other such areas designated for motorized vehicles only
- Special event closures:
 - Parks, Streets, or other public spaces that are hosting special events shall be closed to E-bike usage beginning 15 minutes prior to the designated special event start time, as designated on the Special Event permit, and shall remain closed until 15 minutes after the end time of the special event as designated on the Special Event permit, unless such special event is specifically for the use and primary purpose of E-bike education, training, or competitions.
 - The Chief of Police, or designee, shall, with or without notice, have the authority to temporarily close any public space, park, or other public property to the use of E-bikes when in the interest of public safety, or due to an emergency incident, for a time period not to exceed 12 hours. When practical the police department shall notify the public of such closure
- Education campaign and signage

Phase 2:

- Education and Signage continued
- Update city website with city code, e-bike safety tips and tricks, interactive maps
- Further development of trail use, mapping, etc.

Proposed Process schedule

Phase 1:

- October 10th: Present proposed regulation concepts to Town Council
- October 11-31: Work with Town Attorney's to create a draft e-bike ordinance
- October 11 - 17, exact date TBD: began soliciting and accepting public input and feedback through virtual means (email, surveys, etc). Feedback methods will be advertised through Eagle PD's facebook page, TOE facebook page and website, school newsletters. Reach out to HOAs, DBA, DDA, for input.
- Early November: publish draft ordinance on TOE website, continue to accept public input on ordinance through virtual formal: surveys, emails, etc.
- November 10th or 11th: host in person town hall meeting seeking public input on draft ordinance. Exact date / time TBD
- November 13 through 20 refine regulations as needed
- December 12th present finalized E-bike regulations to council for approval.

Phase 2

- Spring 2024
 - ◆ begin placing signage along paths and trails
 - ◆ begin public education campaign
 - Don't currently have staffing or funding for licensing or registrations of e-bikes
 - Don't have the staff capacity for formal classes or instruction at this time
 - Working on a voluntary online e-bike course
 - ◆ Work with Vail Valley Trail Alliance for online mapping, education opportunities, etc.
- Education will be on-going through all available means
 - ◆ website
 - ◆ schools
 - ◆ during community events, such as Chill-with-a-cop
- Community Education will be on-going and continuous



To: Mayor and Town Council

From: Jessica Lake, Planner, Community Development

Date: October 10, 2023

Agenda Item: File #DR23-04 Major Development Permit for 263 Sawatch Rd.

REQUEST:

For Town Council to continue the public hearing to the November 14, 2023, Town Council meeting.

INTRODUCTION:

The Planning & Zoning Commission reviewed this application during their September 19, 2023 public hearing. The recommendation was to continue the application and the Commission requested additional information to make a decision. More information about this project will be provided on November 14th.

ANALYSIS:

The applicant is working to provide the requested information to staff to be heard again by the Planning & Zoning Commission at their October 17th meeting.

COMMUNITY INPUT:

Public comment will be provided with the November 14th packet.

BUDGET / STAFF IMPACT:

None.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This will be addressed with the November 14th staff report.

RECOMMENDED ACTION OR PROPOSED MOTION:

I move to CONTINUE File #DR23-04, the Major Development Permit for 263 Sawatch Road, to the November 14, 2023, Town Council meeting.

ATTACHMENTS:

None.



To: Mayor and Town Council
From: Larry Pardee, Town Manager
Jill Kane, Finance Director
Date: October 10, 2023
Re: Public Hearing: 2023 & 2024 Budget Presentation

REQUEST: Staff requests that the Town Council review the 2023 supplemental budget and 2024 proposed budgets, the changes made from the prior budget work session, and provide additional feedback to Staff.

INTRODUCTION: The Town has already held two budget work sessions:

1. **September 5:** Staff presented proposed amendments to the 2023 capital projects and the Town's draft 2024 – 2028 Capital Improvements Plan.
2. **September 26:** Staff presented the 2023 supplemental budget and the first draft of 2024 proposed Budget.

The Council provided feedback for modifications to the draft budgets, and Staff has provided a few additional changes since the meeting on the 26th. The changes made since the 26th work session are included in the updated draft budget attached to this report and are summarized below.

Staff would like to reiterate the message given in the last staff memo for the work session to set the stage for the Council's continued review: *The budget process takes significant time and dedication by the Staff and Council. The Budget is the blueprint for operations and communicates the priorities of the Town Council and organization. As we are tasked with being good stewards of public resources, it is crucial to understand and uphold our duty of fiscal responsibility to the citizens and taxpayers of our community. We should consistently remain mindful of our responsibility to manage our citizen's hard-earned tax dollars effectively and ensure that every dollar is spent wisely and in the best interest of our community. As such, there are many items that the Council will need to consider, which are included in the analysis below.*

At this meeting, Staff will review Town-wide expenditures from a broader lens, review the changes made from the prior work session, and walk the Council through the open items that still need further direction from the Council. Staff would like to receive feedback on the proposed Budget and CIP. Staff will work to incorporate all requested changes based on feedback for the next public hearing. Staff will also be reviewing the Broadband options with Council during the meeting.

ANALYSIS: Provided below is a summary of the modifications that have been made to the draft budget since the September 26th meeting:

General Fund Revenues: *No adjustments to the 2023 budgeted revenues were made. Adjustments made for 2024 decreased budgeted General Fund revenues by \$100,000, from \$13,060,691 to \$12,960,691. Below are the details of the modifications that were made.*

- **Licenses & Permits - Building Permits: 2024 (\$100,000)** – After further review of the 2024 potential land use application revenues with Community Development and Town Manager, Staff has decided to remove all West Eagle projected revenues. The possible significant land use applications in 2024 are:
 - Reserve at Hockett Gulch (RHG) phase II & III
 - West Eagle
 - Red Mountain Ranch
 - Haymeadow
 - North Broadway

staff is comfortable currently projecting for RHG revenues. Should any of the other projects submit applications/building permits, Staff will revise during a future supplemental budget. The draft budget presented during the 09/26/23 meeting included both RHG and West Eagle. Staff has removed west eagle from revenue sources.

General Fund Expenditures: *Adjustments made by Staff has decreased the 2023 general fund expenditures by \$98,535, which decreased our total General Fund expenditures from \$12,283,881 to \$12,185,346 in 2023. Adjustments made by Staff has increased the 2024 general fund expenditures by \$57,200, which increases our total General Fund revenues from \$13,339,200 to \$13,396,700 in 2024. These total expenditure amounts do not include transfers to other funds.*

General Government 2023 & 2024 Budget –

- **Election Expense: 2023 - \$10,500** - There was not any election expense budgeted for 2023, added \$10,500 for a coordinated election with Eagle County.
- **Professional Services: 2024 - \$100,000** - Added \$100,000 for Wayfinding Signage. This project was included in the last few years under Community Development, however due to capacity issues has not been completed. It was removed from the Comm Dev revised 2023 budget, however not added to 2024. In 2024, if the Council would like to move forward with the wayfinding project, it will be managed by the General Government Department.
- **Professional Services: 2024 – (\$50,000)** - Remove \$50,000 for Net Zero Assessment, this is no longer needed. There is \$250,000 in the General Government budget for Town Sustainability Initiatives.
- **Computer Support: 2024 - \$15,000** - Added sustainability tracking software to track environmental metrics to help determine and prioritize sustainability strategies more efficiently and effectively.

General Admin 2023 Budget –

- **Employee Housing Rental Expense: 2023 – (\$15,000)** - Reduced from \$20,000 to \$5,000 for amount that is not needed for 2023. There is \$20K budgeted in 2024.

Community Development 2023 Budget –

- **Computer Support: 2023 – (\$94,035)** - Removed Comm Dev Permitting and Planning Software Configuration \$30K (one time) and \$64,035 ongoing in 2023. This amount has already been rolled over to 2024 but was not removed from 2023 due to Staff not fully understanding the timing of the rollout. We now know that it will be fully pushed to 2024.

Events 2024 Budget –

- **Event Production: 2024 – No Change** - Removed \$5,000 allocation to Christmas on Broadway and transferred it to the Community Table for \$15,000 in funding.
 - \$5,000 – Eagle Community Clean Up (2023 - \$2,500)
 - \$10,000 – Youth Whitewater Safety (2023 - \$2,500)
 - \$51,500 – Flight Days (2023 - \$50,000)

- \$10,000 – River Jam (2023 - \$2,500)
- \$3,000 – 4th of July Bike Parade (2023 - \$2,500)
- \$0 – Christmas on Broadway (2023 - \$0)
- \$15,000 – Community Table (2023- \$10,000)

General Fund Balance Summary: The estimated ending fund balance for 2024 is \$3,951,556 (a \$58,965 decrease from the prior draft) with an unassigned fund balance of \$3,187,148, which is 23.79% of operating expenditures. *The Town's reserve policy is to keep an unassigned fund balance of 25% of operating expenditures (not including transfers to other funds). For the Town to have an unassigned fund balance of 25%, spending would need to be reduced or additional revenues received of approximately \$162,000.*

Capital Improvement Fund (CIF) Summary: Staff did not make any adjustments to 2023 or 2024 CIF expenditures. Staff adjusted several CIF revenues for 2023 and 2024, 2023 revenues increased by \$375,000 and 2024 revenues decreased by \$345,000, descriptions of the modifications are discussed below. The estimated ending fund balance for 2024 is 14,047,455 (a \$30,000 increase from the prior draft).

- **LERP – FEE IN LIEU: 2023 – \$375,000** - Per the Red Mountain Ranch ADA - Developer shall provide a cash-in-lieu payment for local employee residences in the amount of \$750,000 payable in 2020 and 2023. The first payment was received into the General Fund in 2020, however we will be capturing the second payment within the Capital Improvements fund to assign it to Affordable Housing. The original payment received in the General Fund will be transferred to the Capital Improvements fund in 2024 and assigned to Affordable Housing as well.
- **Public Safety Impact Fees: 2024 – (\$175,000)** After further review of the 2024 potential land use application revenues with Community Development and Town Manager, Staff has decided to remove all West Eagle projected revenues. The possible significant land use applications in 2024 are:
 - Reserve at Hockett Gulch (RHG) phase II & III
 - West Eagle
 - Red Mountain Ranch
 - Haymeadow
 - North Broadway

staff is comfortable currently projecting for RHG revenues. Should any of the other projects submit applications/building permits, Staff will revise during a future supplemental budget. The draft budget presented during the 09/26/23 meeting included both RHG and West Eagle. Staff has removed west eagle from revenue sources.
- **Street Impact Fees: 2024 – (\$70,000)** Same description as public safety impact fees.
- **Use Tax: 2024 – (\$400,000)** Same description as public safety impact fees.
- **Grand Avenue Developer Contribution: 2024 - \$300,000** During further review of the draft budget, Staff realized that all RHG potential revenues were included with the exception of the Grand Ave Developer Contribution. Staff added this fee which is \$3,500 per EQR.

Capital Improvement Fund Balance Modification: In the first draft budget, received on September 26, Staff recommended a \$2M transfer from the General Fund to the Capital Improvements fund which was to be fully assigned to the Grand Avenue Project. After further discussion with Council regarding the use of the \$2M, as

well as additional information regarding the Red Mountain Ranch LERP fee in Lieu staff recommends retaining the \$2M transfer to the CIF from the General Fund; however, to split the transfer to the following fund balances:

- \$1,500,000 – Assigned for Grand Avenue
- \$ 375,000 – Assigned for Affordable Housing
- \$ 125,000 – Assigned for Other Capital Projects

Projected 2024 Capital Improvements Fund balances will be as follows:

	9/26/23 - DRAFT BUDGET 2024	10/10/23 - DRAFT BUDGET 2024
FUND BALANCES (Ending):		
RESTRICTED FOR:		
COMMUNITY ENHANCEMENT	\$ 106,445	\$ 106,445
TRANSPORTATION EXPENDITURES	1,851,801	1,851,801
ASSIGNED FOR: CAPITAL PROJECTS:		
GRAND AVENUE	6,046,221	5,846,221
AFFORDABLE HOUSING	-	750,000
OTHER CAPITAL PROJECTS	6,012,988	5,492,988
TOTAL FUND BALANCES (Ending):	\$ 14,017,455	\$ 14,047,455

With this modification to assigned fund balances, the Town will have the following funds set aside and projected for the Grand Avenue Project:

GRAND AVENUE FUNDS IDENTIFIED	2023 Revised Budget	2024 Budget	2025 Budget	2026 Budget
Capital Improvements Fund				
Devolution Proceeds	1,783,801	68,000	50,000	50,000
Assigned Capital Fund Balance	6,521,221	1,500,000	1,500,000	1,500,000
Water Fund	-	1,750,000		
Sewer Fund	-	2,535,750		
Stormwater Fund	-	283,128	65,530	65,530
Other				
Total	\$ 8,305,022	\$ 6,136,878	\$ 1,615,530	\$ 1,615,530
			Total Combined	\$17,672,960

Water Fund: Staff did not adjust Water fund revenues in 2023 and made a couple adjustments to 2023 expenses, which increased projected spending by \$38,359, from \$7,997,661 to \$8,036,020. In 2024, Staff increased projected revenues by \$2,173,000 to \$7,871,400 from \$5,698,400. Staff also decreased projected spending in 2024 by \$20,910, which reduced projected spending from \$15,328,861 to \$15,307,952. Description of the adjustments are described below.

The revised projected 2024 ending fund balance of \$ \$9,758,177, is an increase of \$2,155,550 from the September 26 draft budget.

Water Fund Revenues:

- **Plant Investment Fees: 2024 - \$2,173,000** In the original draft budget, Staff did not include any specific land use applications in projected 2024 revenues. After further review of the 2024 potential land use applications with Community Development and the Town Manager, Staff has decided to include RHG phase II & III revenues. Should any significant projects submit applications/building permits, Staff will revise during a future supplemental budget.

Water Fund Expenses:

- **Personnel Services: 2023 & 2024 – (\$36,641) & (\$20,910)** - After additional review of the salary spreadsheet, new position pay grades, and vacancies with HR, Staff noted some extra savings that can be shown at this time during the budget process and was able to make reductions to Water Fund personnel services.
- **Transmission Main: Brush Creek Pressure Reducing Value (PRV): 2023 - \$75,000** – Staff is requesting the ability to replace the existing 4-inch bypass PRV with an 8-inch flow-controlled PRV to the 2023 capital budget. The existing PRV vault consists of a 12-inch main PRV with a 4-inch bypass PRV that is manually controlled. The historic operation of the transmission main was set up to download water from the UBWTP. In most scenarios, replacing the existing manual bypass with an 8-inch flow control will allow water production to split between the UBWTP and the new LBWTP. This is required to move forward with the UBWTP 2MGD tank rehab project, which is scheduled to begin in 2024. We need to be able to control production flows between the UBWTP and LBWTP to take the UBWTP offline.

Waste Water Fund: Staff made one adjustment to 2024 revenue projections, described below. No other adjustments were made to the Waste Water Fund. The revised projected 2024 ending fund balance of \$5,776,471 is an increase of \$1,520,000 from the September 26 draft budget.

Waste Water Fund Revenues:

- **Plant Investment Fees: 2024 - \$1,520,000** In the original draft budget, Staff did not include any specific land use applications in projected 2024 revenues. After further review of the 2024 potential land use applications with Community Development and the Town Manager, Staff has decided to include RHG phase II & III revenues. Should any significant projects submit applications/building permits, Staff will revise during a future supplemental budget.

Refuse Fund: Staff did not adjust Refuse fund revenues and only made one adjustment to 2023 and 2024 expenses, described below. The revised projected 2024 ending fund balance of \$324,830 decreases \$2,000 from the September 26 draft budget.

Refuse Fund Revenues:

- **Operating Supplies: 2023 & 2024 - \$2,000** Staff recommends an addition of \$1,000 in 2023 and 2024 to purchase compost bins for giveaways and help with the educational piece of composting and the new refuse services. This amount will buy approximately 90 containers to give away, split between 2023 and 2024.

DDA Fund Summary – The DDA has projected revenues of \$31,481. This includes an increase in TIF property taxes of \$12,595, which is a 72% increase. The current Budget projected a 2024 ending fund balance of \$4,580. This projection does not take into consideration if Proposition HH passes. The DDA reviewed this Budget at their next meeting on September 27. **The DDA is requesting a transfer of \$20,000 similar to 2023, should proposition HH pass or not.**

Suppose the Council would like to make a transfer to DDA. In that case, Staff recommends that a transfer only be made up to the amount of TIF property tax not received due to the passage of proposition HH or mill levy credits that are provided by other taxing authorities. If a taxing authority within the Downtown district offers a mill levy credit, it directly impacts the TIF revenues received by the DDA.

The next steps are:

October 24 – Public Hearing on the Budget

- Staff will go over feedback from prior budget work sessions
- Staff will present additional budget adjustments as needed
- Staff will present the draft fee schedule
- Broadband Proposal and Discussion Follow-up

November 14 – Public Hearing on the Budget

- Staff will follow up on items resulting from the meeting on October 24
- Staff will present additional budget adjustments as needed
- Staff will present an updated fee schedule
- Adopt 2023 Supplemental Budget
- Adopt 2024 Budget
- Adopt 2024 Fee Schedule

December 12 – Council Meeting

- Adopt Mill Levy

COMMUNITY INPUT: Community input has not been received at this point; however, the community will have the opportunity to provide feedback during the budget hearings scheduled:

- October 10
- October 24
- November 14

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: The Budget implements different aspects of the Strategic Plan as well as other long-range planning documents. Staff will provide an analysis of the areas of the strategic plan that is being implemented.

RECOMMENDED ACTION OR PROPOSED MOTION: Provide feedback to Staff about the proposed 2023 Supplemental Budget and 2024 Budget.

1. The General Fund's 2024 projected Unassigned Fund Balance is currently at 23.79%, which falls below the 25% policy threshold. Would Council like to find savings within the Budget to get to 25%? *For the Town to have an unassigned fund balance of 25%, spending would need to be reduced or additional revenues received of approximately \$162,000.*
2. Is Council Comfortable with the \$2M transfer from the General Fund to the Capital Improvement Fund with \$1.5M assigned to Grand Ave, \$375,000 assigned to Affordable Housing, and \$125,000 assign to all other capital projects?
3. Would the Council like to make a transfer to the DDA fund to cover the short fall of any TIF revenue they might receive or the full \$20,000 request?

ATTACHMENTS:

- 2023 - 2024 Proposed Draft Budget
- Revised 2024-2028 Capital Improvements Plan
- 2024 Budget Power Point Presentation

BUDGET - ALL FUNDS SUMMARY

	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2023 REVISED</u>	<u>2024 BUDGET</u>	<u>DIFFERENCE INCREASE(DECREASE)</u>
GENERAL FUND:					
BEGINNING FUND BALANCE	\$ 6,845,355	\$ 5,754,853	\$ 7,316,034	\$ 6,537,565	\$ (778,469)
REVENUES	11,988,119	11,973,507	14,039,108	12,767,296	(1,271,812)
TRANSFERS-IN FROM OTHER FUNDS	162,981	196,769	190,769	193,395	2,626
EXPENDITURES	(8,465,421)	(11,515,005)	(12,185,346)	(13,396,700)	1,211,354
TRANSFERS-OUT TO OTHER FUNDS	(3,215,000)	(2,720,000)	(2,823,000)	(2,150,000)	(673,000)
ENDING FUND BALANCE	\$ 7,316,034	\$ 3,690,124	\$ 6,537,565	\$ 3,951,556	\$ (2,586,009)
WATER FUND:					
BEGINNING FUND BALANCE	\$ 15,226,667	\$ 17,156,563	\$ 17,749,899	\$ 17,194,729	\$ (555,170)
REVENUES	5,805,233	5,564,651	7,480,850	7,871,400	390,550
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(3,206,802)	(8,927,367)	(7,931,646)	(15,203,578)	7,271,932
TRANSFERS-OUT TO OTHER FUNDS	(75,198)	(104,374)	(104,374)	(104,374)	-
ENDING FUND BALANCE	\$ 17,749,899	\$ 13,689,473	\$ 17,194,729	\$ 9,758,177	\$ (7,436,552)
WASTE WATER FUND:					
BEGINNING FUND BALANCE	\$ 8,171,688	\$ 9,052,502	\$ 9,348,667	\$ 11,413,761	\$ 2,065,094
REVENUES	3,612,936	3,681,800	5,772,000	5,205,000	(567,000)
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(2,381,502)	(3,957,767)	(3,650,501)	(10,785,885)	7,135,384
TRANSFERS-OUT TO OTHER FUNDS	(54,454)	(56,405)	(56,405)	(56,405)	-
ENDING FUND BALANCE	\$ 9,348,667	\$ 8,720,130	\$ 11,413,761	\$ 5,776,471	\$ (5,637,290)
REFUSE FUND:					
BEGINNING FUND BALANCE	\$ 261,743	\$ 270,203	\$ 289,497	\$ 306,859	\$ 17,362
REVENUES	696,638	753,500	811,750	1,033,745	221,995
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(648,883)	(716,053)	(780,388)	(999,774)	219,386
TRANSFERS-OUT TO OTHER FUNDS	(20,000)	(20,000)	(14,000)	(16,000)	2,000
ENDING FUND BALANCE	\$ 289,497	\$ 287,650	\$ 306,859	\$ 324,830	\$ 17,971
STORMWATER FUND:					
BEGINNING FUND BALANCE	\$ 80,233	\$ 132,538	\$ 168,233	\$ 217,598	\$ 49,365
REVENUES	91,876	93,000	99,850	101,000	1,150
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(3,876)	(86,033)	(50,485)	(35,470)	(15,015)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 168,233	\$ 139,505	\$ 217,598	\$ 283,128	\$ 65,530
CAPITAL IMPROVEMENTS FUND:					
BEGINNING FUND BALANCE	\$ 8,301,332	\$ 10,357,191	\$ 11,245,307	\$ 13,816,588	\$ 2,571,281
REVENUES	2,194,740	4,084,356	5,907,348	4,543,581	(1,363,767)
TRANSFERS-IN FROM OTHER FUNDS	2,000,000	-	-	125,000	125,000
EXPENDITURES	(1,250,765)	(3,017,854)	(3,336,067)	(4,437,714)	1,101,647
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 11,245,307	\$ 11,423,693	\$ 13,816,588	\$ 14,047,455	\$ 230,867
SALES TAX CAPITAL IMPROVEMENT FUND (EAGLE RIVER PARK FUND):					
BEGINNING FUND BALANCE	\$ 1,543,519	\$ 1,552,056	\$ 2,067,174	\$ 928,925	\$ (1,138,249)
REVENUES	1,038,758	1,038,920	1,257,000	14,374,000	13,117,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(515,102)	(1,242,488)	(2,395,249)	(13,495,088)	11,099,839
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 2,067,174	\$ 1,348,488	\$ 928,925	\$ 1,807,837	\$ 878,912
CONSERVATION TRUST FUND:					
BEGINNING FUND BALANCE	\$ 118,589	\$ 141,299	\$ 144,927	\$ 201,027	\$ 56,100
REVENUES	50,322	42,900	56,100	53,000	(3,100)
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(23,984)	-	-	-	-
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 144,927	\$ 184,199	\$ 201,027	\$ 254,027	\$ 53,000

DRAFT BUDGET - 10/10/2023

2023 BUDGET - ALL FUNDS SUMMARY

	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2023 REVISED</u>	<u>2024 BUDGET</u>	<u>DIFFERENCE INCREASE/(DECREASE)</u>
OPEN SPACE PRESERVATION FUND:					
BEGINNING FUND BALANCE	\$ 694,982	\$ 712,387	\$ 765,934	\$ 743,443	\$ (22,491)
REVENUES	263,977	286,850	314,333	297,500	(16,833)
TRANSFERS-IN FROM OTHER FUNDS	150,000	150,000	150,000	150,000	-
EXPENDITURES	(329,696)	(503,156)	(470,834)	(516,146)	45,312
TRANSFERS-OUT TO OTHER FUNDS	(13,328)	(15,990)	(15,990)	(15,990)	-
ENDING FUND BALANCE	\$ 765,934	\$ 630,091	\$ 743,443	\$ 658,807	\$ (84,636)
DOWNTOWN DEVELOPMENT AUTHORITY FUND:					
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 6,361	\$ 7,649	\$ 1,288
REVENUES	65,014	37,398	38,686	31,481	(7,205)
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(58,653)	(37,398)	(37,398)	(34,550)	(2,848)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 6,361	\$ -	\$ 7,649	\$ 4,580	\$ (3,069)
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	\$ 41,244,108	\$ 45,129,592	\$ 49,102,033	\$ 51,368,144	\$ 2,266,112
REVENUES	25,807,612	27,556,882	35,777,025	46,278,003	10,500,978
TRANSFERS-IN FROM OTHER FUNDS	2,312,981	346,769	340,769	468,395	127,626
EXPENDITURES	(16,884,687)	(30,003,122)	(30,837,914)	(58,904,905)	28,066,991
TRANSFERS-OUT TO OTHER FUNDS	(3,377,981)	(2,916,769)	(3,013,769)	(2,342,769)	(671,000)
ENDING FUND BALANCE	\$ 49,102,033	\$ 40,113,352	\$ 51,368,144	\$ 36,866,868	\$ (14,501,275)

GENERAL FUND REVENUES

DRAFT BUDGET - 10/10/2023

GENERAL FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
NON-SPENDABLE: ¹	\$ 233,066	\$ 219,000	\$ 223,267	\$ 223,300	0%	\$ 33
RESTRICTED FOR: Emergency Reserve	237,500	410,242	290,000	470,714	62%	180,714
RESTRICTED FOR: ARPA Grant Earnings	132	832	28,496	122,496	330%	94,000
ASSIGNED FOR: Capital Projects	103,000	103,000	103,000	-	-100%	(103,000)
UNASSIGNED FUND BALANCE:	6,271,657	5,021,779	6,671,271	5,721,055	-14%	(950,216)
TOTAL FUND BALANCES (Beginning)	\$ 6,845,355	\$ 5,754,853	\$ 7,316,034	\$ 6,537,565	-11%	\$ (778,469)
REVENUE						
Taxes	9,796,846	9,919,204	10,204,483	10,768,590	6%	564,107
Licenses and Permits	687,933	732,356	942,480	683,975	-27%	(258,505)
Intergovernmental Revenue	810,747	773,463	1,869,791	794,851	-57%	(1,074,940)
Charges for Services	319,165	234,200	305,840	234,000	-23%	(71,840)
Fines & Forfeitures	106,784	88,914	94,721	85,779	-9%	(8,942)
Misc. Revenues	266,644	225,370	621,793	200,101	-68%	(421,692)
Transfers from Other Funds						
From Water	75,198	104,374	104,374	105,000	1%	626
From Wastewater	54,454	56,405	56,405	56,405	0%	-
From Refuse	20,000	20,000	14,000	16,000	14%	2,000
From Open Space	13,328	15,990	15,990	15,990	0%	-
TOTAL REVENUE	\$ 12,151,100	\$ 12,170,276	\$ 14,229,877	\$ 12,960,691	-9%	\$ (1,269,186)
TOTAL SOURCES	\$ 18,996,455	\$ 17,925,129	\$ 21,545,911	\$ 19,498,256	-10%	\$ (2,047,655)
EXPENDITURES						
Town Council	163,317	248,296	262,196	153,143	-42%	(109,053)
General Government	348,335	869,882	1,760,822	1,345,343	-24%	(415,479)
General Administration	681,226	938,587	878,698	1,016,900	16%	138,202
Information Technology	616,318	847,042	887,867	863,650	-3%	(24,217)
Community Development	1,074,133	1,477,634	1,303,645	1,407,434	8%	103,789
Streets	1,749,198	2,002,522	1,956,353	2,505,131	28%	548,778
Engineering	296,587	356,287	354,063	575,273	62%	221,210
Buildings & Grounds	786,327	1,238,959	1,159,576	1,285,350	11%	125,774
Public Safety	2,288,785	2,911,838	2,970,627	3,481,058	17%	510,431
Municipal Court	74,975	95,457	98,921	102,026	3%	3,105
Information Center	20,688	24,887	28,082	26,256	-7%	(1,826)
Events	365,534	503,613	430,732	453,313	5%	22,581
Communication & Marketing	-	-	93,764	181,823		
TOTAL EXPENDITURES	\$ 8,465,421	\$ 11,515,005	\$ 12,185,346	\$ 13,396,700	10%	\$ 1,211,354
TRANSFERS TO OTHER FUNDS						
Transfer to Open Space Fund	150,000	150,000	150,000	150,000	0%	-
Transfer to Sales Tax Capital Improvements Fund	-	-	103,000	-	-100%	(103,000)
Transfer to DDA Fund	65,000	20,000	20,000	-	-100%	(20,000)
Transfer to Capital Improvements Fund	3,000,000	2,550,000	2,550,000	2,000,000	-22%	(550,000)
TOTAL TRANSFERS TO OTHER FUNDS	\$ 3,215,000	\$ 2,720,000	\$ 2,823,000	\$ 2,150,000	-24%	\$ (673,000)
TOTAL EXPENDITURES & TRANSFERS	\$ 11,680,421	\$ 14,235,005	\$ 15,008,346	\$ 15,546,700	4%	\$ 538,354
NET SOURCE (USE) OF FUNDS	\$ 470,679	\$ (2,064,729)	\$ (778,469)	\$ (2,586,009)	232%	\$ (1,807,540)
FUND BALANCES (Ending):						
NON-SPENDABLE: ¹	\$ 223,267	\$ 219,000	\$ 223,300	\$ 223,000	0%	\$ (300)
RESTRICTED FOR: Emergency Reserve	290,000	486,325	470,714	541,408	15%	70,694
RESTRICTED FOR: ARPA Grant Earnings	28,496	49,832	122,496	-	-100%	(122,496)
ASSIGNED FOR: Capital Projects: ²	103,000	103,000	-	-		
UNASSIGNED FUND BALANCE: ³	6,671,271	2,831,967	5,721,055	3,187,148	-44%	(2,533,907)
TOTAL FUND BALANCES (Ending)	\$ 7,316,034	\$ 3,690,124	\$ 6,537,565	\$ 3,951,556	-40%	\$ (2,586,009)
Percentage of Unassigned Fund Balance compared to total expenditures not including transfers to other funds	79%	25%	47%	24%		

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

² This Assigned Fund Balance is from the Eagle County School District settlement funds received in 2021. Council Assigned the funds towards a Mountain Rec Project

³ It is the Town's practice to have the unassigned fund balance for the General Fund to total approximately 25% of total expenditures not including transfers to other funds. The 2024 budget's unassigned fund balance is currently at 24.38% of operating expenditures.

DRAFT BUDGET - 10/10/2023

GENERAL FUND REVENUE SOURCES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
TAXES						
10-431-10 General Property Tax	\$ 384,916	\$ 381,304	\$ 381,304	\$ 570,090	50%	\$ 188,786
10-431-20 Specific Ownership Tax	20,796	21,000	21,000	21,000	0%	-
10-431-30 Sales Tax - Regular	7,988,190	8,120,000	8,430,000	8,840,000	5%	410,000
10-431-31 Sales Tax - Special Marijuana/Tobacco	859,065	882,000	811,000	811,000	0%	-
10-431-44 Severance Tax	234	300	281	250	-11%	(31)
10-431-45 Federal Mineral Tax	278	250	1,865	250	-87%	(1,615)
10-431-50 Franchise Tax	293,817	262,000	295,000	254,000	-14%	(41,000)
10-431-60 Marketing Lodging Tax	249,550	252,350	264,033	272,000	3%	7,967
TOTAL TAXES	\$ 9,796,846	\$ 9,919,204	\$ 10,204,483	\$10,768,590	6%	\$ 564,107
LICENSES & PERMITS						
10-432-10 Business Licenses	\$ 46,475	\$ 55,450	\$ 33,500	\$ 35,000	4%	\$ 1,500
10-432-12 Liquor Licenses	9,853	4,856	8,555	5,000	-42%	(3,555)
10-432-13 Marijuana & Tobacco Licenses	7,000	7,000	7,000	7,000	0%	-
10-432-20 Building Permits	585,247	623,000	797,000	596,000	-25%	(201,000)
10-432-27 Electrical Permits	31,548	35,500	93,000	35,000	-62%	(58,000)
10-432-30 Road Cut Permits	6,160	5,000	2,500	5,000	100%	2,500
10-432-35 Sign Permits	600	550	550	550	0%	-
10-432-40 Special Event Permits	1,050	1,000	375	425	13%	50
TOTAL LICENSES & PERMITS	\$ 687,933	\$ 732,356	\$ 942,480	\$ 683,975	-27%	\$ (258,505)
INTERGOVERNMENTAL REVENUE						
10-433-20 Motor Vehicle License Fee	\$ 35,269	\$ 39,800	\$ 31,500	\$ 32,000	2%	\$ 500
10-433-30 Highway Users Tax	267,587	258,627	242,117	266,465	10%	24,348
10-433-60 Road & Bridge Tax	113,519	113,000	113,000	119,000	5%	6,000
10-433-70 County Sales Tax	277,166	278,700	292,000	307,000	5%	15,000
10-433-75 Grants	83,543	15,000	1,122,838	-	-100%	(1,122,838)
10-433-85 Intergovernmental Contributions	33,663	68,336	68,336	70,386	3%	2,050
TOTAL INTERGOVERNMENTAL REVENUES	\$ 810,747	\$ 773,463	\$ 1,869,791	\$ 794,851	-57%	\$ (1,074,940)
CHARGES FOR SERVICES						
10-434-10 Planning & Zoning Fees	\$ 36,183	\$ 16,000	\$ 22,000	\$ 16,000	-27%	\$ (6,000)
10-434-20 Planning & Zoning Reimbursable	169,407	140,000	140,000	140,000	0%	-
10-434-25 Facility Usage Fees	73,277	63,000	60,000	63,000	5%	3,000
10-434-26 Facility Usage Deposits	4,386	-	1,640	-	-100%	(1,640)
10-434-30 Sponsorship & Event Fees	14,372	15,200	15,200	15,000	-1%	(200)
10-434-32 Broadband Service Charges	21,540	-	67,000	-	-100%	(67,000)
TOTAL CHARGES FOR SERVICES	\$ 319,165	\$ 234,200	\$ 305,840	\$ 234,000	-23%	\$ (71,840)
FINES & FORFEITURES						
10-435-10 Fines & Forfeits	\$ 42,915	\$ 35,000	\$ 33,000	\$ 35,000	6%	\$ 2,000
10-435-15 Police Surcharge	3,708	6,500	7,500	6,500	-13%	(1,000)
10-435-20 Police Miscellaneous	9,236	5,000	7,400	5,000	-32%	(2,400)
10-435-25 Police Grants	25,676	12,414	16,821	9,279	-45%	(7,542)
10-435-30 Special Duty Reimbursable	25,249	30,000	30,000	30,000	0%	-
TOTAL FINES & FORFEITS	\$ 106,784	\$ 88,914	\$ 94,721	\$ 85,779	-9%	\$ (8,942)
MISCELLANEOUS REVENUE						
10-436-10 General Interest	\$ 177,837	\$ 140,000	\$ 431,000	\$ 150,000	-65%	\$ (281,000)
10-436-11 ARPA Interest	28,364	49,000	94,000	25,438	-73%	(68,562)
10-436-12 GASB87 Lease Interest Revenue	711	-	-	-	-	-
10-436-17 Penalty & Interest	940	500	2,200	500	-77%	(1,700)
10-436-50 Rental Income	19,882	20,870	21,350	13,663	-36%	(7,687)
10-436-51 GASB87 NPV Adj to Lease Revenue	(1,535)	-	-	-	-	-
10-436-70 Other Miscellaneous Revenue	9,117	15,000	10,000	10,500	5%	500
10-436-72 Sale of Fixed Assets	14,000	-	31,600	-	-100%	(31,600)
10-436-78 Insurance Proceeds	8,278	-	24,300	-	-100%	(24,300)
10-436-80 Reimbursable Revenue - Other	8,282	-	4,831	-	-100%	(4,831)
10-436-94 Impact Fees Administration Fees	770	-	2,512	-	-100%	(2,512)
TOTAL MISCELLANEOUS REVENUE	\$ 266,644	\$ 225,370	\$ 621,793	\$ 200,101	-68%	\$ (421,692)
TRANSFERS FROM OTHER FUNDS						
10-437-20 Water - Indirect IT Services	\$ 75,198	\$ 104,374	\$ 104,374	\$ 105,000	1%	\$ 626
10-437-30 Wastewater - Indirect IT Services	54,454	56,405	56,405	56,405	0%	-
10-437-40 General Admin. Refuse	20,000	20,000	14,000	16,000	14%	2,000
10-437-80 Open Space - Indirect IT Services	13,328	15,990	15,990	15,990	0%	-
TOTAL TRANSFERS FROM OTHER FUNDS	\$ 162,981	\$ 196,769	\$ 190,769	\$ 193,395	1%	\$ 2,626
TOTAL GENERAL FUND REVENUES	\$ 12,151,100	\$ 12,170,276	\$ 14,229,877	\$12,960,691	-9%	\$ (1,269,186)

GENERAL FUND EXPENDITURES

FUND: GENERAL
DEPT: TOWN COUNCIL

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 49,346	\$ 49,315	\$ 49,315	\$ 49,312	0%	\$ (3)
SUPPLIES	56	300	300	500	67%	200
CHARGES FOR SERVICES	5,570	16,350	20,250	52,500	159%	32,250
DISCRETIONARY FUNDING	108,044	181,500	191,500	50,000	-74%	(141,500)
FIXED CHARGES	301	831	831	831	0%	-
TOTAL EXPENDITURES	\$ 163,317	\$ 248,296	\$ 262,196	\$ 153,143	-42%	\$ (109,053)

DRAFT BUDGET - 10/10/2023

FUND: GENERAL
DEPT: GENERAL GOVERNMENT

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 122,882	\$ 605,267	\$ 425,505	\$ 664,078	56%	\$ 238,573
SUPPLIES	10,473	500	11,000	1,500	-86%	(9,500)
CHARGES FOR SERVICES	195,188	241,615	1,301,817	660,565	-49%	(641,252)
DISCRETIONARY FUNDING	-	-	-	-	-	-
FIXED CHARGES	19,793	22,500	22,500	19,200	-15%	(3,300)
TOTAL EXPENDITURES	\$ 348,335	\$ 869,882	\$ 1,760,822	\$ 1,345,343	-24%	\$(415,479)

FUND: GENERAL
DEPT: GENERAL ADMINISTRATION

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 463,545	\$ 649,888	\$ 627,062	\$ 744,675	19%	\$ 117,613
SUPPLIES	8,117	8,955	8,955	6,441	-28%	(2,514)
CHARGES FOR SERVICES	195,931	262,694	226,131	249,484	10%	23,353
FIXED CHARGES	13,632	17,050	16,550	16,300	-2%	(250)
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 681,226	\$ 938,587	\$ 878,698	\$ 1,016,900	16%	\$138,202

FUND: GENERAL
DEPT: INFORMATION TECHNOLOGY

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 97,708	\$ 197,404	\$ 206,229	\$ 237,069	15%	\$ 30,840
SUPPLIES	68,131	87,500	87,500	84,000	-4%	(3,500)
CHARGES FOR SERVICES	449,369	560,416	592,416	541,181	-9%	(51,235)
FIXED CHARGES	1,111	1,722	1,722	1,400	-19%	(322)
TOTAL EXPENDITURES	\$ 616,318	\$ 847,042	\$ 887,867	\$ 863,650	-3%	\$ (24,217)

DRAFT BUDGET - 10/10/2023

FUND:GENERAL
DEPT: COMMUNITY DEVELOPMENT

<u>SUMMARY OF EXPENDITURES</u>	<u>ACTUAL 2022</u>	<u>BUDGET 2023</u>	<u>REVISED 2023</u>	<u>BUDGET 2024</u>	<u>% CHANGE FROM PY</u>	<u>\$ CHANGE FROM PY</u>
PERSONNEL SERVICE	\$ 633,571	\$ 1,073,021	\$ 987,417	\$ 1,043,399	6%	\$ 55,982
SUPPLIES	5,645	5,250	5,250	5,000	-5%	(250)
CHARGES FOR SERVICES	433,309	397,095	308,710	357,535	16%	48,825
FIXED CHARGES	1,608	2,268	2,268	1,500	-34%	(768)
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>\$ 1,074,133</u>	<u>\$ 1,477,634</u>	<u>\$ 1,303,645</u>	<u>\$ 1,407,434</u>	<u>8%</u>	<u>\$103,789</u>

DRAFT BUDGET - 10/10/2023

FUND: GENERAL
DEPT: STREETS

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 450,117	\$ 729,842	\$ 754,872	\$ 887,930	18%	\$133,058
SUPPLIES	176,361	157,620	186,620	190,454	2%	3,834
CHARGES FOR SERVICES	1,106,256	1,097,199	996,999	1,412,247	42%	415,248
FIXED CHARGES	16,464	17,862	17,862	14,500	-19%	(3,362)
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,749,198	\$ 2,002,522	\$ 1,956,353	\$ 2,505,131	28%	\$548,778

FUND:GENERAL
DEPT: ENGINEERING

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICE	\$ 285,040	\$ 324,893	\$ 307,169	\$ 545,325	78%	\$ 238,156
SUPPLIES	3,517	7,450	7,450	7,450	0%	-
CHARGES FOR SERVICES	6,338	20,000	35,500	21,098	-41%	(14,402)
FIXED CHARGES	1,691	3,944	3,944	1,400	-65%	(2,544)
TOTAL EXPENDITURES	\$ 296,587	\$ 356,287	\$ 354,063	\$ 575,273	62%	\$221,210

DRAFT BUDGET - 10/10/2023

FUND: GENERAL
DEPT: BUILDING & GROUNDS

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 443,804	\$ 626,962	\$ 619,871	\$ 706,536	14%	\$ 86,665
SUPPLIES	79,949	152,972	180,942	185,122	2%	4,180
CHARGES FOR SERVICES	210,299	405,492	273,230	324,392	19%	51,162
FIXED CHARGES	52,275	53,533	53,533	69,300	29%	15,767
CAPITAL OUTLAY	-	-	32,000	-	-100%	(32,000)
TOTAL EXPENDITURES	\$ 786,327	\$ 1,238,959	\$ 1,159,576	\$ 1,285,350	11%	\$ 125,774

DRAFT BUDGET - 10/10/2023

FUND:GENERAL
DEPT:PUBLIC SAFETY

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICE	\$ 1,705,589	\$ 2,246,078	\$ 2,285,883	\$ 2,725,814	19%	\$ 439,931
SUPPLIES	143,456	180,258	181,253	188,976	4%	7,723
CHARGES FOR SERVICES	405,233	447,045	465,034	492,268	6%	27,234
FIXED CHARGES	34,506	38,457	38,457	74,000	92%	35,543
TOTAL EXPENDITURES	\$ 2,288,785	\$ 2,911,838	\$ 2,970,627	\$ 3,481,058	17%	\$ 510,431

FUND:GENERAL
DEPT: MUNICIPAL COURT

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICE	\$ 40,927	\$ 57,596	\$ 61,860	\$ 64,221	4%	\$ 2,361
SUPPLIES	509	1,350	550	500	-9%	(50)
CHARGES FOR SERVICES	33,455	36,403	36,403	37,215	2%	812
DISCRETIONARY FUNDING	-	-	-	-	-	-
FIXED CHARGES	84	108	108	90	-17%	(18)
TOTAL EXPENDITURES	\$ 74,975	\$ 95,457	\$ 98,921	\$ 102,026	3%	\$ 3,105

FUND: GENERAL
DEPT: INFORMATION CENTER

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 20,756	\$ 24,033	\$ 27,228	\$ 25,436	-7%	\$ (1,792)
SUPPLIES	(156)	800	800	800	0%	-
CHARGES FOR SERVICES	38	-	-	-	-	-
FIXED CHARGES	50	54	54	20	-63%	(34)
TOTAL EXPENDITURES	\$ 20,688	\$ 24,887	\$ 28,082	\$ 26,256	-7%	\$ (1,826)

FUND: GENERAL
DEPT: EVENTS

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 161,954	\$ 257,680	\$ 214,570	\$ 229,543	7%	\$ 14,973
SUPPLIES	7,459	6,675	2,250	2,300	2%	50
CHARGES FOR SERVICES	133,455	142,475	85,942	100,500	17%	14,558
DISCRETIONARY FUNDING	61,500	95,000	127,000	120,000		
FIXED CHARGES	1,166	1,783	970	970	0%	-
TOTAL EXPENDITURES	\$ 365,534	\$ 503,613	\$ 430,732	\$ 453,313	5%	\$ 22,581

FUND: GENERAL
DEPT: COMMUNICATION & MARKETING

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ -	\$ -	\$ 36,014	\$ 118,173	228%	\$ 82,159
SUPPLIES	-	-	750	2,700	260%	1,950
CHARGES FOR SERVICES	-	-	56,700	60,800	7%	4,100
FIXED CHARGES	-	-	300	150	0%	(150)
TOTAL EXPENDITURES	\$ -	\$ -	\$ 93,764	\$ 181,823	94%	\$ 88,059

PROPRIETARY FUNDS

WATER FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
DEBT SERVICE ¹	\$ 677,792	\$ 839,107	\$ 737,984	\$ 848,956	15%	\$ 110,972
ASSIGNED FUND BALANCE	<u>14,548,875</u>	<u>16,317,456</u>	<u>17,011,915</u>	<u>16,345,773</u>	-4%	(666,142)
TOTAL FUND BALANCES (Beginning)	<u>\$ 15,226,667</u>	<u>\$ 17,156,563</u>	<u>\$ 17,749,899</u>	<u>\$ 17,194,729</u>	-3%	\$ (555,170)
REVENUE						
Operating Revenues	\$ 4,467,031	\$ 4,486,651	\$ 4,581,150	\$ 4,563,400	0%	\$ (17,750)
Interest on Investments	246,119	336,000	880,500	420,000	-52%	(460,500)
Other Revenue	95,410	92,000	49,200	88,000	79%	38,800
Prepaid Plant Investment Fees	-	-	-	-	-	-
Plant Investment Fees (Tap Fees)	996,673	650,000	1,970,000	2,800,000	42%	830,000
TOTAL REVENUE	<u>\$ 5,805,233</u>	<u>\$ 5,564,651</u>	<u>\$ 7,480,850</u>	<u>\$ 7,871,400</u>	5%	\$ 390,550
TOTAL SOURCES	<u>\$ 21,031,900</u>	<u>\$ 22,721,214</u>	<u>\$ 25,230,749</u>	<u>\$ 25,066,129</u>	-1%	\$ (164,620)
EXPENDITURES						
Operating Expenditures	\$ 1,690,964	\$ 2,485,632	\$ 2,131,941	\$ 2,518,855	18%	\$ 386,914
Capital Expenditures	254,865	5,177,852	4,535,822	11,417,781	152%	6,881,959
Debt Service	1,260,973	1,263,883	1,263,883	1,266,942	0%	3,059
Transfers-Out	75,198	104,374	104,374	104,374	0%	-
TOTAL EXPENDITURES	<u>\$ 3,282,001</u>	<u>\$ 9,031,741</u>	<u>\$ 8,036,020</u>	<u>\$ 15,307,952</u>	90%	\$ 7,271,932
NET SOURCE (USE) OF FUNDS	<u>\$ 2,523,232</u>	<u>\$ (3,467,090)</u>	<u>\$ (555,170)</u>	<u>\$ (7,436,552)</u>	1240%	\$ (6,881,382)
FUND BALANCES (Ending):						
RESTRICTED FOR:						
DEBT SERVICE ¹	\$ 737,984.20	\$ 937,379	\$ 848,956.00	\$ 946,449	11%	\$ 97,493
ASSIGNED FUND BALANCE	<u>17,011,915</u>	<u>12,752,094</u>	<u>16,345,773</u>	<u>8,811,728</u>	-46%	(7,534,045)
TOTAL FUND BALANCE (Ending)	<u>\$ 17,749,899</u>	<u>\$ 13,689,473</u>	<u>\$ 17,194,729</u>	<u>\$ 9,758,177</u>	-43%	\$ (7,436,552)

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)

FUND: WATER

DETAIL OF REVENUES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
52-434-70 Debt Service Surcharge	\$ 475,812	\$ 478,800	\$ 476,150	\$ 473,400	-1%	\$ (2,750)
52-434-80 Water Sales - In Town	3,465,345	3,481,000	3,559,000	3,540,000	-1%	(19,000)
52-434-83 Water Sales - Out Of Town	525,874	526,851	546,000	550,000	1%	4,000
52-434-85 Water Materials/Other	69,550	80,000	34,000	76,000	124%	42,000
52-434-90 Plant Investment Fees (Tap Fees)	996,673	650,000	1,970,000	2,800,000	42%	830,000
52-436-50 Water Interest	228,176	308,000	840,000	420,000	-50%	(420,000)
52-436-60 Water Rights Interest	17,943	28,000	40,500	-	-100%	(40,500)
52-436-65 Grants	5,000	-	-	-	-	-
52-436-75 Service Charge	19,265	12,000	15,200	12,000	-21%	(3,200)
TOTAL REVENUE	\$ 5,805,233	\$ 5,564,651	\$ 7,480,850	\$ 7,871,400	5%	\$ 390,550

SUMMARY OF EXPENDITURES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 766,825	\$ 1,206,238	\$ 954,461	\$ 1,189,702	25%	\$ 235,241
SUPPLIES	248,989	310,617	368,117	293,800	-20%	(74,317)
CHARGES FOR SERVICES	600,526	838,094	678,679	898,353	32%	219,674
FIXED CHARGES	74,623	80,684	80,684	87,000	8%	6,316
CAPITAL EXPENDITURES	254,865	5,177,852	4,535,822	11,417,781	152%	6,881,959
DEBT SERVICE	1,260,973	1,263,883	1,263,883	1,266,942	0%	3,059
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	75,198	104,374	104,374	104,374	0%	-
TOTAL EXPENDITURES	\$ 3,282,001	\$ 9,031,741	\$ 8,036,020	\$ 15,307,952	90%	\$ 7,271,932

UTILITY (WASTE WATER) FUND SUMMARY	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
RATE STABILIZATION ACCOUNT ¹	\$ 283,647	\$ 413,859	\$ 362,990	\$ 444,611	22%	\$ 81,620
ASSIGNED FUND BALANCE	\$ 7,888,041	\$ 8,638,643	\$ 8,985,677	\$ 10,969,150	22%	\$ 1,983,474
TOTAL FUND BALANCES (Beginning)	<u>\$ 8,171,688</u>	<u>\$ 9,052,502</u>	<u>\$ 9,348,667</u>	<u>\$11,413,761</u>	22%	\$ 2,065,094
REVENUE						
Operating Revenues	\$ 2,881,999	\$ 2,971,800	\$ 3,080,000	\$ 3,175,000	3%	\$ 95,000
Interest on Investments	133,136	160,000	525,000	230,000	-56%	(295,000)
Plant Investment Fees (Tap Fees)	597,800	550,000	2,167,000	1,800,000	-17%	(367,000)
TOTAL REVENUE	<u>\$ 3,612,936</u>	<u>\$ 3,681,800</u>	<u>\$ 5,772,000</u>	<u>\$ 5,205,000</u>	-10%	\$ (567,000)
TOTAL SOURCES	<u>\$ 11,784,624</u>	<u>\$ 12,734,302</u>	<u>\$ 15,120,667</u>	<u>\$16,618,761</u>	10%	\$ 1,498,094
EXPENDITURES						
Operating Expenditures	\$ 1,397,507	\$ 1,784,330	\$ 1,722,038	\$ 1,956,050	14%	\$ 234,012
Capital Expenditures	12,815	1,201,168	956,194	7,858,315	722%	6,902,121
Debt Service	971,181	972,269	972,269	971,520	0%	(749)
Transfers-Out	54,454	56,405	56,405	56,405	0%	-
TOTAL EXPENDITURES	<u>\$ 2,435,956</u>	<u>\$ 4,014,172</u>	<u>\$ 3,706,906</u>	<u>\$ 10,842,290</u>	192%	\$ 7,135,384
NET SOURCE (USE) OF FUNDS	<u>\$ 1,176,979</u>	<u>\$ (332,372)</u>	<u>\$ 2,065,094</u>	<u>\$ (5,637,290)</u>	-373%	\$ (7,702,384)
FUND BALANCES (Ending):						
RESTRICTED FOR:						
RATE STABILIZATION ACCOUNT ¹	\$ 362,990	\$ 460,184	\$ 444,611	\$ 503,114	13%	\$ 58,503
ASSIGNED FUND BALANCE	<u>8,985,677</u>	<u>8,259,946</u>	<u>10,969,150</u>	<u>5,273,357</u>	-52%	(5,695,793)
FUND BALANCE (Ending)	<u>\$ 9,348,667</u>	<u>\$ 8,720,130</u>	<u>\$ 11,413,761</u>	<u>\$ 5,776,471</u>	-49%	\$ (5,637,290)

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

FUND: WASTEWATER

DETAIL OF REVENUES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
51-434-70 Service Fees	\$ 2,881,999	\$ 2,971,800	\$ 3,080,000	\$ 3,175,000	3%	\$ 95,000
51-436-50 Interest Income	133,136	160,000	525,000	230,000	-56%	(295,000)
51-434-90 Plant Investment Fees (Tap Fees)	597,800	550,000	2,167,000	1,800,000	-17%	(367,000)
51-436-69 Miscellaneous	-	-	-	-	-	-
TOTAL REVENUE	\$ 3,612,936	\$ 3,681,800	\$ 5,772,000	\$ 5,205,000	-10%	\$ (567,000)

SUMMARY OF EXPENDITURES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES	\$ 606,487	\$ 726,823	\$ 730,416	\$ 885,402	21%	\$ 154,986
SUPPLIES	135,870	150,540	155,540	166,500	7%	10,960
CHARGES FOR SERVICES	620,724	819,167	748,772	811,548	8%	62,776
FIXED CHARGES	34,427	37,800	37,310	42,600	14%	5,290
CAPITAL OUTLAY	12,815	1,201,168	956,194	7,858,315	722%	6,902,121
DEBT SERVICE	971,181	972,269	972,269	971,520	0%	(749)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	54,454	56,405	56,405	56,405	0%	-
TOTAL EXPENDITURES	\$ 2,435,956	\$ 4,014,172	\$ 3,706,906	\$ 10,842,290	192%	\$ 7,135,384

REFUSE FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
ASSIGNED FUND BALANCE	\$ 261,743	\$ 270,203	\$ 289,497	\$ 306,859	6%	\$ 17,362
TOTAL FUND BALANCES (Beginning)	\$ 261,743	\$ 270,203	\$ 289,497	\$ 306,859	6%	\$ 17,362
REVENUE						
Operating Revenues	\$ 691,415	\$ 746,000	\$ 795,700	\$ 1,018,745	28%	\$223,045
Non-Operating Revenues	5,223	7,500	16,050	15,000	-7%	(1,050)
Transfers-In	-	-	-	-	-	-
TOTAL REVENUE	\$ 696,638	\$ 753,500	\$ 811,750	\$ 1,033,745	27%	\$221,995
TOTAL SOURCES	\$ 958,381	\$ 1,023,703	\$ 1,101,247	\$ 1,340,604	22%	\$ 239,357
EXPENDITURES						
Operating Expenditures	\$ 648,883	\$ 716,053	\$ 780,388	\$ 999,774	28%	\$219,386
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	20,000	20,000	14,000	16,000	14%	2,000
TOTAL EXPENDITURES	\$ 668,883	\$ 736,053	\$ 794,388	\$ 1,015,774	28%	\$ 221,386
NET SOURCE (USE) OF FUNDS	\$ 27,754	\$ 17,447	\$ 17,362	\$ 17,971	4%	\$ 609
FUND BALANCES (Ending):						
ASSIGNED FUND BALANCE	\$ 289,497	\$ 287,650	\$ 306,859	\$ 324,830	6%	\$ 17,971
TOTAL FUND BALANCE (Ending)	\$ 289,497	\$ 287,650	\$ 306,859	\$ 324,830	6%	\$ 17,971

FUND: REFUSE

<u>DETAIL OF REVENUES</u>		ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
OPERATING REVENUES							
53-434-40	SERVICE FEES	\$ 622,374	\$ 675,000	\$ 724,000	\$ 947,000	31%	\$223,000
53-434-50	YARDWASTE/RECYCLE CENTER FEE	41,456	41,500	41,700	41,745	0%	45
53-434-60	ADMINISTRATIVE FEE	27,585	29,500	30,000	30,000	0%	-
	OPERATING REVENUES	\$ 691,415	\$ 746,000	\$ 795,700	\$ 1,018,745	28%	\$ 223,045
NON-OPERATING REVENUES							
53-436-50	INTEREST INCOME	\$ 5,223	\$ 7,500	\$ 16,050	\$ 15,000	-7%	\$ (1,050)
53-436-70	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	NON-OPERATING REVENUES	\$ 5,223	\$ 7,500	\$ 16,050	\$ 15,000	-7%	\$ (1,050)
	TOTAL REVENUES	\$ 696,638	\$ 753,500	\$ 811,750	\$ 1,033,745	27%	\$ 221,995

<u>SUMMARY OF EXPENDITURES</u>		ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL SERVICES		\$ 9,961	\$ 11,961	\$ 12,913	\$ 13,044	1%	\$ 131
SUPPLIES		103	725	1,325	1,475	11%	150
CHARGES FOR SERVICES		638,134	702,092	765,485	984,580	29%	219,095
FIXED CHARGES		685	1,275	665	675	2%	10
CAPITAL EXPENDITURES		-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS		20,000	20,000	14,000	16,000	14%	2,000
	TOTAL EXPENDITURES	\$ 668,883	\$ 736,053	\$ 794,388	\$ 1,015,774	28%	\$ 221,386

STORMWATER FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
ASSIGNED FUND BALANCE	\$ 80,233	\$ 132,538	\$ 168,233	\$ 217,598	29%	\$ 49,365
TOTAL FUND BALANCES (Beginning)	\$ 80,233	\$ 132,538	\$ 168,233	\$ 217,598	29%	\$ 49,365
REVENUE						
Operating Revenues	\$ 90,202	\$ 90,000	\$ 91,000	\$ 91,000	0%	\$ -
Non-Operating Revenues	1,674	3,000	8,850	10,000	13%	1,150
Transfers-In	-	-	-	-	-	-
TOTAL REVENUE	\$ 91,876	\$ 93,000	\$ 99,850	\$ 101,000	1%	\$ 1,150
TOTAL SOURCES	\$ 172,109	\$ 225,538	\$ 268,083	\$ 318,598	19%	\$ 50,515
EXPENDITURES						
Operating Expenditures	\$ 3,876	\$ 86,033	\$ 50,485	\$ 35,470	-30%	\$ (15,015)
Capital Expenditures	-	-	-	-	-	-
Transfers-Out	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 3,876	\$ 86,033	\$ 50,485	\$ 35,470	-30%	\$ (15,015)
NET SOURCE (USE) OF FUNDS	\$ 88,000	\$ 6,967	\$ 49,365	\$ 65,530	33%	\$ 16,165
FUND BALANCES (Ending):						
ASSIGNED FUND BALANCE	\$ 168,233	\$ 139,505	\$ 217,598	\$ 283,128	30%	\$ 65,530
TOTAL FUND BALANCE (Ending)	\$ 168,233	\$ 139,505	\$ 217,598	\$ 283,128	30%	\$ 65,530

FUND: STORMWATER

DETAIL OF REVENUES**OPERATING REVENUES**

55-434-40 Service Fees

OPERATING REVENUES**NON-OPERATING REVENUES**

55-436-10 Interest Income

55-436-70 Miscellaneous Revenues

NON-OPERATING REVENUES**TOTAL REVENUES**

ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
\$ 90,202	\$ 90,000	\$ 91,000	\$ 91,000	0%	\$ -
\$ 90,202	\$ 90,000	\$ 91,000	\$ 91,000	0%	\$ -
\$ 1,674	\$ 3,000	\$ 8,850	\$ 10,000	13%	\$ 1,150
-	-	-	-	-	-
\$ 1,674	\$ 3,000	\$ 8,850	\$ 10,000	13%	\$ 1,150
\$ 91,876	\$ 93,000	\$ 99,850	\$ 101,000	1%	\$ 1,150

SUMMARY OF EXPENDITURES

PERSONNEL SERVICES

SUPPLIES

CHARGES FOR SERVICES

FIXED CHARGES

CAPITAL EXPENDITURES

TRANSFERS TO OTHER FUNDS

TOTAL EXPENDITURES

ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
\$ -	\$ -	\$ -	\$ -	-	\$ -
-	-	20,000	10,000	-50%	\$ (10,000)
3,784	85,385	30,405	25,440	-16%	(4,965)
93	648	80	30	-63%	(50)
-	-	-	-	-	-
-	-	-	-	-	-
\$ 3,876	\$ 86,033	\$ 50,485	\$ 35,470	-30%	\$ (15,015)

CAPITAL IMPROVEMENTS FUND

CAPITAL IMPROVEMENTS FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
COMMUNITY ENHANCEMENT	\$ 351,995	\$ 370,955	\$ 402,901	\$ 51,924	-87%	\$ (350,977)
TRANSPORTATION EXPENDITURES	1,668,606	1,691,106	1,697,801	1,783,801	5%	86,000
ASSIGNED FOR:						
GRAND AVENUE	3,750,371	4,750,371	4,750,371	6,521,221	37%	1,770,850
AFFORDABLE HOUSING	-	-	-	375,000		
OTHER CAPITAL PROJECTS	2,530,360	3,544,759	4,394,234	5,084,642	16%	690,408
TOTAL FUND BALANCES (Beginning)	\$ 8,301,332	\$ 10,357,191	\$ 11,245,307	\$ 13,816,588	23%	\$ 2,571,281
REVENUE						
31-430-45 Capital Improvement Interest	\$ 114,643	\$ 120,000	\$ 528,000	\$ 454,000	-14%	\$ (74,000)
31-430-46 Community Enhancement Interest	5,478	7,200	12,500	2,060	-84%	(10,440)
31-430-47 Devolution & Transportation Interest	29,195	33,600	86,000	68,000	-21%	(18,000)
31-430-50 Community Enhancement ¹	50,906	50,429	51,924	54,521	5%	2,597
31-430-60 Municipal Land Dedication	-	-	-	-	-	-
31-430-65 LERP - Fee In Lieu	-	-	375,000	-	-100%	(375,000)
31-430-70 Miscellaneous Income	-	-	-	-	-	-
31-430-74 Developer Contribution to Grand Ave.	-	-	220,850	300,000	36%	79,150
31-430-77 Eagle County Contributions	-	-	-	-	-	-
31-430-78 ECO Reimbursement	-	-	-	-	-	-
31-430-84 Public Safety Impact Fees	63,957	11,840	306,074	330,000	8%	23,926
31-430-85 Street Impact Fees	32,948	46,287	192,000	160,000	-17%	(32,000)
31-430-86 Use Tax	828,862	1,265,000	1,560,000	1,300,000	-17%	(260,000)
31-430-87 Grants	68,750	-	25,000	-	-100%	(25,000)
31-437-10 Transfer from General Fund - Grand Ave	1,000,000	2,550,000	2,550,000	1,500,000		
31-437-10 Transfer from General Fund - LERP	-	-	-	375,000		
31-437-10 Transfer from General Fund - Other	2,000,000	-	-	125,000	-	125,000
TOTAL REVENUE	\$ 4,194,740	\$ 4,084,356	\$ 5,907,348	\$ 4,668,581	-21%	\$ (1,238,767)
TOTAL SOURCES	\$ 12,496,072	\$ 14,441,547	\$ 17,152,655	\$ 18,485,169	8%	\$ 1,332,514
EXPENDITURES						
Capital Expenditures	\$ 1,250,765	\$ 3,017,854	\$ 3,336,067	\$ 4,437,714	33%	\$ 1,101,647
Transfers to Other Funds	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,250,765	\$ 3,017,854	\$ 3,336,067	\$ 4,437,714	33%	\$ 1,101,647
NET SOURCE (USE) OF FUNDS	\$ 2,943,975	\$ 1,066,502	\$ 2,571,281	\$ 230,867	-91%	\$(2,340,414)
FUND BALANCES (Ending):						
RESTRICTED FOR:						
COMMUNITY ENHANCEMENT	\$ 402,901	\$ 428,584	\$ 51,924	\$ 106,445	105%	\$ 54,521
TRANSPORTATION EXPENDITURES	1,697,801	1,724,706	1,783,801	1,851,801	4%	68,000
ASSIGNED FOR: CAPITAL PROJECTS:						
GRAND AVENUE	4,750,371	6,722,371	6,521,221	5,846,221	-10%	(675,000)
AFFORDABLE HOUSING	-	-	375,000	750,000		
OTHER CAPITAL PROJECTS	4,394,234	2,548,032	5,084,642	5,492,988	8%	408,346
TOTAL FUND BALANCES (Ending):	\$ 11,245,307	\$ 11,423,693	\$ 13,816,588	\$ 14,047,455	2%	\$ 230,867

¹ Per Holy Cross Energy (HCE) 2010 Franchise agreement, the Town receives 1% of the municipalities revenue. The funds received are restricted to be spent on programs approved by HCE.

DETAIL CAPITAL EXPENDITURES

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
BLDGS, PARKS & OPEN SPACE						
31-51-724 Pool and Ice Capital Improvements Funding	\$ 50,000	\$ 50,000	\$ 175,000	\$ 50,000	-71%	\$ (125,000)
31-51-726 Old Town Hall Improvements	-	-	10,000	250,000	2400%	240,000
31-51-727 Bus Shelters	-	-	25,000	-	-100%	(25,000)
31-51-728 Castle Peak Senior Center	-	-	-	-	-	-
31-51-729 Pool and Ice Facility Expansion	-	-	-	-	-	-
31-51-730 Town Hall Improvements	182,644	588,467	313,207	303,500	-3%	(9,707)
31-51-745 Town Parks Improvements	19,807	-	-	121,551	-	121,551
31-51-750 Town Shop Improvements	11,653	-	-	30,000	-	30,000
31-51-751 IT Improvements	-	402,507	427,729	364,647	-15%	(63,082)
31-51-752 Public Art	43,031	425,000	581,969	-	-100%	(581,969)
31-51-760 Skate Park	-	-	-	-	-	-
31-51-765 Eagle Valley Trail Funding	-	-	-	-	-	-
TOTAL BLDGS, PARKS & OPEN SPACE	\$ 307,135	\$ 1,465,974	\$ 1,532,905	\$ 1,119,698	-27%	\$ (413,207)
STREETS & RIGHTS-OF-WAY						
31-52-712 R-O-W Improvements	\$ -	\$ 30,000	\$ 61,500	\$ 30,000	-51%	\$ (31,500)
31-52-714 Allen Tract Survey	-	-	-	-	-	-
31-52-716 CBD Parking/Streetscape Improvements	-	-	-	-	-	-
31-52-724 Storm Drain Improvements	-	-	-	-	-	-
31-52-719 Monument Reader Board	-	-	-	-	-	-
31-52-723 Grand Avenue Planning	-	-	-	-	-	-
31-52-726 CDOT ROW at Gateway Beautification	-	-	-	-	-	-
31-52-729 Path Improvements	-	-	-	-	-	-
31-52-733 Eby Creek Road ROW Acquisitions	-	-	-	-	-	-
31-52-734 Eby Creek Road Construction	-	-	-	-	-	-
31-52-736 Eby Creek Road Final Design	-	-	-	-	-	-
31-52-737 Traffic Control Improvements	20,495	350,000	100,000	125,000	25%	25,000
31-52-740 Street Lights	-	88,200	88,200	-	-100%	(88,200)
31-52-780 Grand Avenue Improvements	208,988	578,000	1,000,000	2,475,000	148%	1,475,000
TOTAL STREETS & RIGHTS-OF-WAY	\$ 229,484	\$ 1,046,200	\$ 1,249,700	\$ 2,630,000	110%	\$ 1,380,300
EQUIPMENT						
31-54-715 Street Sweeper	\$ 289,214	\$ -	\$ -	\$ -	#DIV/0!	\$ -
31-54-728 Snow Removal Equipment	-	63,654	162,154	-	-100%	(162,154)
31-54-730 Multipurpose Truck	-	190,000	190,000	195,000	3%	5,000
31-54-735 Airport Kiosk	-	-	-	-	-	-
31-54-736 Flail Mower	-	-	-	-	-	-
31-54-727 Variable Message Board	-	-	-	30,000	-	30,000
31-54-729 Project THOR	124,288	-	-	-	-	-
31-54-740 4x4 Pickups	-	-	-	-	-	-
31-54-745 Crackseal Melter	-	-	-	-	-	-
31-54-750 Cinder Spreader	-	-	-	-	-	-
31-54-755 Shouldering Machine	-	-	-	-	-	-
31-54-764 Tents	-	-	-	-	-	-
31-54-765 Trailer	-	-	-	9,800	-	9,800
31-54-780 Mower	38,814	-	-	-	-	-
31-54-785 Skidsteer	-	-	-	-	-	-
31-54-795 Loader	-	-	-	-	-	-
31-54-797 Hook Truck	-	-	-	-	-	-
31-55-715 Police Equipment	5,593	36,794	14,000	118,000	743%	104,000
31-55-724 Patrol Vehicles	256,237	215,232	187,308	335,216	79%	147,908
TOTAL EQUIPMENT	\$ 714,146	\$ 505,680	\$ 553,462	\$ 688,016	24%	\$ 134,554
CONTINGENCY						
31-51-900 CONTINGENCY	\$ -	\$ -	\$ -	\$ -	-	\$ -
TRANSFERS						
31-51-920 Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	-	\$ -
31-51-940 Transfer to Sales Tax CIF	-	-	-	-	-	\$ -
31-51-950 Transfer to Broadband	-	-	-	-	-	\$ -
TOTAL TRANSFERS	\$ -	\$ -	\$ -	\$ -	-	\$ -
TOTAL EXPENDITURES	\$ 1,250,765	\$ 3,017,854	\$ 3,336,067	\$ 4,437,714	33%	\$ 1,101,647

SALES TAX CAPITAL IMPROVEMENTS FUND

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

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
RESERVE	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
NONSPENDABLE	11,871	11,871	10,848	10,848	0%	-
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE	1,370,029	1,378,566	1,894,707	756,458	-60%	(1,138,249)
TOTAL FUND BALANCES (Beginning)	\$ 1,543,519	\$ 1,552,056	\$ 2,067,174	\$ 928,925	-55%	\$ (1,138,249)
REVENUE						
61-431-30 Sales Tax	\$ 998,524	\$ 1,015,000	\$ 1,054,000	\$ 1,110,000	5%	\$ 56,000
61-433-10 Grants	-	-	-	1,850,000	-	1,850,000
61-433-20 Mountain Rec Capital Funds	-	-	-	2,000,000	-	2,000,000
61-433-30 Mountain Rec Debt Service Match	-	-	-	350,000	-	350,000
61-436-10 Interest - ColoTrust STCIF	35,234	23,920	100,000	64,000	-36%	(36,000)
61-436-42 Contributions & Donations	5,000	-	-	-	-	-
61-436-50 Bond Proceeds	-	-	-	9,000,000	-	9,000,000
61-436-60 Bond Premium	-	-	-	-	-	-
61-436-70 Miscellaneous Revenue	-	-	-	-	-	-
61-437-10 Transfer from General Fund	-	-	103,000	-	-100%	(103,000)
61-437-31 Transfer from Capital Improvements Fund	-	-	-	-	-	-
61-437-81 Transfer from Open Space Fund	-	-	-	-	-	-
TOTAL REVENUE	\$ 1,038,758	\$ 1,038,920	\$ 1,257,000	\$ 14,374,000	1044%	\$ 13,117,000
TOTAL SOURCES	\$ 2,582,277	\$ 2,590,976	\$ 3,324,174	\$ 15,302,925	360%	\$ 11,978,751
EXPENDITURES						
CHARGES FOR SERVICES						
61-50-347 Professional Services	\$ -	\$ -	\$ -	\$ -	-	\$ -
61-50-351 Legal	3,351	15,000	3,500	2,000	-43%	(1,500)
TOTAL CHARGES FOR SERVICES	\$ 3,351	\$ 15,000	\$ 3,500	\$ 2,000	-43%	\$ (1,500)
DISCRETIONARY FUNDING						
61-50-450 Eagle County Trails Funding	-	25,000	25,000	25,000	0%	-
TOTAL DISCRETIONARY FUNDING	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	0%	\$ -
CAPITAL OUTLAY						
61-50-720 Multi-Use Rec Facilities Improvements	\$ -	\$ -	\$ 1,000,000	\$ 12,000,000	1100%	\$ 11,000,000
61-50-730 Paved Path Improvements	-	140,250	30,000	110,250	268%	80,250
61-50-745 Town Park Improvements	3,189	700,000	700,000	45,000	-94%	(655,000)
61-50-760 River Park Improvements	187,125	40,000	314,511	90,000	-71%	(224,511)
TOTAL CAPITAL OUTLAY	\$ 190,314	\$ 880,250	\$ 2,044,511	\$ 12,245,250	499%	\$ 10,200,739
DEBT SERVICE						
61-50-815 Debt Service	\$ 105,000	\$ 110,000	\$ 110,000	\$ 425,000	286%	\$ 315,000
61-50-816 Debt Service Interest	215,938	211,738	211,738	597,338	182%	385,600
61-50-810 Cost of Issuance	-	-	-	200,000	-	200,000
61-50-820 Agent Fees	500	500	500	500	0%	-
TOTAL DEBT SERVICE	\$ 321,438	\$ 322,238	\$ 322,238	\$ 1,222,838	279%	\$ 900,600
TOTAL EXPENDITURES	\$ 515,102	\$ 1,242,488	\$ 2,395,249	\$ 13,495,088	463%	\$ 11,099,839
NET SOURCE (USE) OF FUNDS	\$ 523,655	\$ (203,568)	\$ (1,138,249)	\$ 878,912	-177%	\$ 2,017,161
FUND BALANCES (Ending):						
RESTRICTED FOR:						
RESERVE	\$ 161,619	\$ 161,619	\$ 161,619	\$ 161,619	0%	\$ -
NONSPENDABLE	10,848	-	10,848	10,848	0%	-
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE	1,894,707	1,186,869	756,458	1,635,370	116%	878,912
TOTAL FUND BALANCES (Ending):	\$ 2,067,174	\$ 1,348,488	\$ 928,925	\$ 1,807,837	95%	\$ 878,912

CONSERVATION TRUST FUND

CONSERVATION TRUST FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FUND BALANCE	\$ 118,589	\$ 141,299	\$ 144,927	\$ 201,027	39%	\$ 56,100
TOTAL FUND BALANCES (Beginning)	\$ 118,589	\$ 141,299	\$ 144,927	\$ 201,027	39%	\$ 56,100
REVENUES						
71-430-10 Lottery Proceeds	\$ 47,859	\$ 40,000	\$ 47,300	\$ 45,000	-5%	\$ (2,300)
71-430-20 Interest on Investments	2,463	2,900	8,800	8,000	-9%	(800)
TOTAL REVENUES	\$ 50,322	\$ 42,900	\$ 56,100	\$ 53,000	-6%	\$ (3,100)
TOTAL SOURCES	\$ 168,911	\$ 184,199	\$ 201,027	\$ 254,027	26%	\$ 53,000
EXPENDITURES						
71-50-347 Professional Services	\$ 23,984	\$ -	\$ -	\$ -	-	\$ -
TOTAL EXPENDITURES	\$ 23,984	\$ -	\$ -	\$ -	-	\$ -
NET SOURCE (USE) OF FUNDS	\$ 26,338	\$ 42,900	\$ 56,100	\$ 53,000	6%	\$ (3,100)
FUND BALANCES (Ending):						
RESTRICTED FUND BALANCE	\$ 144,927	\$ 184,199	\$ 201,027	\$ 254,027	26%	\$ 53,000
TOTAL FUND BALANCE (Ending)	\$ 144,927	\$ 184,199	\$ 201,027	\$ 254,027	26%	\$ 53,000

OPEN SPACE PRESERVATION FUND

OPEN SPACE PRESERVATION FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
COMMITTED FUND BALANCE	\$ 694,982	\$ 712,387	\$ 765,934	\$ 743,443	-3%	\$ (22,491)
TOTAL FUND BALANCES (Beginning)	\$ 694,982	\$ 712,387	\$ 765,934	\$ 743,443	-3%	\$ (22,491)
REVENUES						
81-430-10 Lodging Tax	\$ 249,550	\$ 252,350	\$ 264,033	\$ 272,000	3%	\$ 7,967
81-430-15 Penalty & Interest	656	500	300	500	67%	200
81-430-20 Interest on Investments	11,708	14,000	35,000	25,000	-29%	(10,000)
81-431-00 State Grants	-	10,000	15,000	-	-100%	(15,000)
81-433-00 Other Grants	2,062	10,000	-	-	-	-
81-437-10 Transfer from General Fund	150,000	150,000	150,000	150,000	0%	-
TOTAL REVENUES	\$ 413,977	\$ 436,850	\$ 464,333	\$ 447,500	-4%	\$ (16,833)
TOTAL SOURCES	\$ 1,108,959	\$ 1,149,237	\$ 1,230,267	\$ 1,190,943	-3%	\$ -
EXPENDITURES						
Operating Expenses	\$ 232,569	\$ 332,656	\$ 352,834	\$ 316,146	-10%	\$ (36,688)
Capital Expenditures	97,128	170,500	118,000	200,000	69%	82,000
Transfers-Out	13,328	15,990	15,990	15,990	0%	-
TOTAL EXPENDITURES	\$ 343,025	\$ 519,146	\$ 486,824	\$ 532,136	9%	\$ 45,312
NET SOURCE (USE) OF FUNDS	\$ 70,952	\$ (82,296)	\$ (22,491)	\$ (84,636)	276%	\$ (62,145)
FUND BALANCES (Ending):						
COMMITTED FUND BALANCE	\$ 765,934	\$ 630,091	\$ 743,443	\$ 658,807	-11%	\$ (84,636)
TOTAL FUND BALANCE (Ending)	\$ 765,934	\$ 630,091	\$ 743,443	\$ 658,807	-11%	\$ (84,636)

FUND: OPEN SPACE

<u>SUMMARY OF EXPENDITURES</u>	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
PERSONNEL	\$ 143,309	\$ 179,260	\$ 188,124	\$ 191,761	2%	\$ 8,864
MATERIALS & SUPPLIES	8,048	14,675	12,255	14,475	18%	(2,420)
CHARGES FOR SERVICES	69,621	136,517	150,250	108,910	-28%	13,733
DISCRETIONARY FUNDING	10,000	-	-	-	-	-
FIXED CHARGES	1,591	2,205	2,205	1,000	-55%	0
CAPITAL EXPENDITURES	97,128	170,500	118,000	200,000	69%	(52,500)
TRANSFERS TO OTHER FUNDS	13,328	15,990	15,990	15,990	0%	-
TOTAL EXPENDITURES	\$ 343,025	\$ 519,146	\$ 486,824	\$ 532,136	9%	\$ (32,322)

DOWNTOWN DEVELOPMENT AUTHORITY FUND

DOWNTOWN DEVELOPMENT AUTHORITY FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FUND BALANCE	\$ -	\$ -	\$ 6,361	\$ 7,649	20%	\$ 1,288
TOTAL FUND BALANCES (Beginning)	\$ -	\$ -	\$ 6,361	\$ 7,649	20%	\$ 1,288
REVENUES						
91-431-10 TIF Property Taxes	\$ -	\$ 17,398	\$ 17,386	\$ 29,981	72%	\$ 12,595
91-436-10 DDA Interest	14	-	1,300	1,500	15%	200
91-436-70 Miscellaneous	-	-	-	-	-	-
91-437-10 Transfer From General Fund	65,000	20,000	20,000	-		(20,000)
TOTAL REVENUES	\$ 65,014	\$ 37,398	\$ 38,686	\$ 31,481	-19%	\$ (7,205)
TOTAL SOURCES	\$ 65,014	\$ 37,398	\$ 45,047	\$ 39,130	-13%	\$ (5,917)
EXPENDITURES						
91-50-210 Office Supplies	\$ -	\$ -	\$ -	\$ -	-	\$ -
91-50-220 Operating Supplies	-	-	-	-	-	-
91-50-330 Dues & Subscriptions	1,000	1,000	1,000	1,000	0%	-
91-50-347 Professional Services	53,924	21,250	21,250	24,500	15%	3,250
91-50-351 Legal	3,194	15,148	15,148	9,000	-41%	(6,148)
91-50-371 Travel	535	-	-	-	-	-
91-50-385 Treasurer Fees	-	-	-	-	-	-
91-50-510 Insurance	-	-	-	50	-	50
TOTAL EXPENDITURES	\$ 58,653	\$ 37,398	\$ 37,398	\$ 34,550	-8%	\$ (2,848)
NET SOURCE (USE) OF FUNDS	\$ 6,361	\$ -	\$ 1,288	\$ (3,069)	338%	\$ (4,357)
FUND BALANCES (Ending):						
RESTRICTED FUND BALANCE	\$ 6,361	\$ -	\$ 7,649	\$ 4,580	-40%	\$ (3,069)
TOTAL FUND BALANCE (Ending)	\$ 6,361	\$ -	\$ 7,649	\$ 4,580	-40%	\$ (3,069)

PARKING FEE IN LIEU FUND

PARKING FEE IN LIEU FUND SUMMARY

	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024	% CHANGE FROM PY	\$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	-	\$ -
TOTAL FUND BALANCES (Beginning)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -
REVENUES						
Parking Fee in Lieu - Operating	\$ -	\$ -	\$ -	\$ -	-	\$ -
Parking Fee in Lieu - Capital	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -
TOTAL SOURCES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -
EXPENDITURES						
Office Supplies	\$ -	\$ -	\$ -	\$ -	-	\$ -
Operating Supplies	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-
Legal	-	-	-	-	-	-
Insurance	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -
NET SOURCE (USE) OF FUNDS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -
FUND BALANCES (Ending):						
RESTRICTED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	-	\$ -
TOTAL FUND BALANCE (Ending)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-	\$ -

Orange Highlights - Projects that may still need revisions

DRAFT - 10/10/23

Green Highlights - Modifications Since the 9/26/23 Work Session

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
Capital Improvements Fund:								
General Administration & IT								
Council Chamber AV Upgrades	\$ 243,717	\$ 243,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Interconnectivity IT Project	-	-	-	-	-	-	-	-
Network overhaul Admin	-	-	-	-	-	-	-	-
Network Overhaul PD	-	-	-	-	-	-	-	-
Security Cameras & Access Controls	52,325	77,547	77,547	77,548	-	-	-	155,095
Expanding Broadband & Smart City Services to Business Districts	250,000	250,000	250,000	-	-	-	-	250,000
Fiber Conduit	100,182	100,182	-	-	-	-	-	-
Fiber extending to Cemetery Tank	-	-	37,100	-	-	-	-	37,100
General Administration Total	\$ 646,224	\$ 671,446	\$ 364,647	\$ 77,548	\$ -	\$ -	\$ -	\$ 442,195
Streets								
Sylvan Lake Road Bike & Ped Safety Improvements	\$ 350,000	\$ 100,000	\$ 125,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ 1,225,000
Grand Avenue Improvements	578,000	1,000,000	2,475,000	2,722,500	14,401,250	14,401,250	-	34,000,000
Street Lights-Market St. LED Conversion	44,100	44,100	-	-	-	-	-	-
Nogal Road and Highway 6 Street Light	44,100	44,100	-	-	-	-	-	-
Grand Avenue ECO Transit Bus Shelter Project - Concrete Pads	-	25,000	-	-	-	-	-	-
Handicap Ramps ADA Replacements	30,000	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Sylvan Lake Roundabout Crossing – Street Light	-	31,500	-	-	-	-	-	-
Portable Variable Message Board	-	-	30,000	-	-	-	-	30,000
Sidewalk/Trail: Pedestrian Trail Cemetery Connection	-	-	-	253,575	-	-	-	253,575
Public Works Material Storage Bins	-	-	-	-	-	110,250	-	110,250
Public Works Sand Shed	-	-	-	-	-	275,625	-	275,625
Streets Total	\$ 1,046,200	\$ 1,274,700	\$ 2,660,000	\$ 4,106,075	\$ 14,431,250	\$ 14,817,125	\$ 30,000	\$ 36,044,450
Buildings & Grounds								
Pool and Ice Capital Improvements Funding	\$ 50,000	\$ 175,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Art Mural	425,000	581,969	-	-	-	-	-	-
Town Hall Exterior Parking Lot	21,000	21,000	-	-	-	-	-	-
Town Hall Roof Top Unit	63,500	-	63,500	-	-	-	-	63,500
Town Hall Charging Station - Level II	50,000	10,000	40,000	-	-	-	-	40,000
Building Assessments - Implementation	100,000	-	100,000	100,000	100,000	100,000	100,000	500,000
Town Hall Improvements - Admin & HR	-	28,490	-	-	-	-	-	-
Town Hall Improvements - Upstairs PD Expansion	-	10,000	100,000	-	-	-	-	100,000
Old Town Hall Improvements	-	10,000	250,000	-	-	-	-	250,000
Public Works Charging Station	-	-	30,000	-	-	-	-	30,000
Irrigation Intake Improvements	-	-	121,551	-	-	-	-	121,551
83"x16' Tandem Axle Landscape Trailer	-	-	9,800	-	-	-	-	9,800
Police Department Design	-	-	-	250,000	-	-	-	250,000
Public Facilities Solar	110,250	-	-	200,000	-	-	-	200,000
Studio – Floor	-	-	-	20,500	-	-	-	20,500
Public Works Expansion (Planning & Design)	-	-	-	441,000	-	-	-	441,000
Visitor Center & Bathrooms	-	-	-	-	75,000	750,000	-	825,000
Warm Springs Pump - Major Improvements	-	-	-	-	-	-	70,355	70,355
Building & Grounds Total	\$ 819,750	\$ 836,459	\$ 764,851	\$ 1,061,500	\$ 225,000	\$ 900,000	\$ 220,355	\$ 3,171,706
Public Safety								
Patrol Room Upgrades & Detective Office Improvements	\$ 14,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
License Plate Reader	22,794	-	26,000	-	-	-	-	26,000
Mobile Vehicle Barriers	-	-	47,000	-	-	-	-	47,000
Armored Car Contribution	-	-	45,000	-	-	-	-	45,000
Radar Feedback Signage	-	-	-	13,000	-	-	-	13,000
Public Safety Total	\$ 36,794	\$ 14,000	\$ 118,000	\$ 13,000	\$ -	\$ -	\$ -	\$ 131,000

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
Fleet (General)								
Patrol Vehicles (Public Safety)	\$ 158,657	187,308	\$ 335,216	\$ 251,000	\$ 273,590	\$ -	\$ -	\$ 859,806
Administrative Police Vehicle - (Public Safety) - Chief	56,575	-	-	-	-	-	-	-
Electric Patrol Vehicles (Public Safety)	-	-	-	285,000	316,350	351,149	389,775	1,342,274
Electric Patrol Vehicles (Public Safety) - New FTE	-	-	-	-	105,450	-	128,649	234,099
4900 Snow Plow Truck - 2019 (Streets)	-	-	-	-	175,000	-	-	175,000
908 M Loader - (Streets)	-	-	-	-	-	-	-	-
Street Sweeper - (Streets)	-	-	-	-	-	385,000	-	385,000
Boom Mower Tractor (Streets)	-	-	-	-	-	-	115,000	115,000
Case - Skid steer (Streets)	-	-	-	-	-	-	-	-
Case - Skid steer (Streets)	-	-	-	-	-	-	-	-
Bobcat Multi-tool #1 (Streets)	-	-	-	135,000	-	-	-	135,000
Western Star Dump Truck (Streets)	-	-	-	-	-	-	320,000	320,000
International 4900 530 hp (Streets)	-	-	-	-	-	-	-	-
International 7400 SFA 4X2 (Streets)	-	-	-	-	-	-	-	-
International 7400 SFA 4X2 (Streets)	-	-	-	-	-	-	-	-
Air Compressor Trailer/185 Atlas (Streets)	-	-	-	34,000	-	-	-	34,000
Artic Cat (ATV) TRV (B&G)	-	-	-	-	-	-	-	-
Artic Cat (ATV) TRV (B&G)	-	-	-	-	-	-	-	-
PJ Goose Neck Trailer (Streets)	-	-	-	-	-	35,000	-	35,000
PJ Bumper Pull Equipment Trailer - 2016 (Streets)	-	-	-	-	-	-	-	-
PJ Utility Trailer - 2016 (B&G)	-	-	-	-	-	-	-	-
PJ Utility Trailer - 2016 (B&G)	-	-	-	-	-	-	12,000	12,000
Diamond Tack Pot Trailer - 1991 (Streets)	-	-	-	-	-	-	-	-
Marathon Crack Seal Trailer - 2012 (Streets)	-	-	-	-	-	45,000	-	45,000
Chevrolet Colorado (Community Development)	-	-	-	-	-	-	-	-
Ford F-350 Flat Bed / Plow (B&G)	-	-	-	-	-	-	-	-
Ford F-350 Flat Bed /Weed Sprayer (B&G)	-	-	-	-	-	-	-	-
Ford F-250 (B&G)	-	-	60,000	-	-	-	-	60,000
Ford F-250 (B&G)	60,000	60,000	-	-	-	-	-	-
Ford F-150 Crew Cab (Engineering)	60,000	60,000	-	-	-	-	-	-
Ford F-350 (B&G)	70,000	70,000	-	-	-	-	-	-
Ford F-350 Service Bed (Streets)	-	-	75,000	-	-	-	-	75,000
Ford F-150 Extended Cab (Engineering)	-	-	60,000	-	-	-	-	60,000
Ford F-550 Hook Truck (Streets)	-	-	-	125,000	-	-	-	125,000
Ford F-350 Plow/Sander (Streets)	-	-	-	-	-	90,000	-	90,000
Ford F-350 Plow/Sander (Streets)	-	-	-	-	-	70,000	-	70,000
Ford F-150 (Streets)	-	-	-	-	-	-	40,000	40,000
Ford F-150 (Engineering)	-	-	-	-	-	-	-	-
Chevrolet Silverado 1500 (Streets)	-	-	-	-	-	-	-	-
Ford F-150 (Water)	-	-	-	-	-	-	-	-
Ford F-150 (Streets)	-	-	-	-	-	-	-	-
John Deere 1435 Mower/Broom (B&G)	-	-	-	-	-	75,000	-	75,000
John Deere X740 A (B&G)	-	98,500	-	-	-	-	-	-
John Deere X740 Mower (B&G)	-	-	-	-	-	-	-	-
John Deere 301- A Tractor (B&G)	63,654	63,654	-	-	-	-	-	-
Ventrac 3400 (B&G)	-	-	-	-	-	128,000	-	128,000
Toro Z Master (B&G)	-	-	-	-	28,000	-	-	28,000
Toro Z Master (B&G)	-	-	-	-	-	28,000	-	28,000
Ford Explorer (Community Development)	-	-	-	-	-	-	-	-
Jeep Wrangler - 2007 (Community Development)	-	-	-	-	-	-	-	-
Ford F-350 Flat Bed - 1999 (Marketing & Events)	-	-	-	-	-	-	-	-
Jeep Patriot (Community Development)	-	-	-	-	-	-	-	-
Fleet Total	\$ 468,886	\$ 539,462	\$ 530,216	\$ 830,000	\$ 898,390	\$ 1,207,149	\$ 1,005,424	\$ 4,471,179
Total Capital Improvements Fund	\$ 3,017,854	\$ 3,336,067	\$ 4,437,714	\$ 6,088,123	\$ 15,554,640	\$ 16,924,274	\$ 1,255,779	\$ 44,260,530

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
General Fund - Streets								
Street Resurfacing - E. & W. Double Hitch, Robins Egg, W. Haystacker Drive, Sawmill Circle, Deep Edy Cove, Castle Drive, and King Road Revised: E. & W. Double Hitch, Robins Egg, W. Haystacker Drive, Sawmill Circle, Deep Edy Cove, Eagle Ranch Road, Ouzel Lane, and Capitol Street	700,000	700,000	-	-	-	-	-	-
Street Resurfacing - Howard Street, Wall, Washington, McIntire, Capitol Street, Whiting, Young, Church, and Hilltop REVISED: Washington, McIntire, 2nd-5th (patching various locations)	-	-	735,000	-	-	-	-	735,000
Street Replacement: 4th Street (Wall to Washington) & Howard Street (2nd to 6th)	-	100,000	1,020,000	-	-	-	-	1,020,000
Street Replacement: Capitol Street (2nd to 5th)	-	-	118,800	1,089,000	-	-	-	1,207,800
Park, 7 Hermits, Fourth of July Road, Hernage Creek Road, Harrier Circle, and Bunkhouse Place Revised: Chambers, Sawatch, Marmot, Loren, Market, Fairgrounds	-	-	-	771,750	-	-	-	771,750
Street Resurfacing - Chambers Ave, Sawatch Road, Marmot Lane, Loren Lane, Fairgrounds Road, and Market Street Revised: Sylvan Lake (various locations), Lime Park, 7 Hermits, Fourth of July	-	-	-	-	810,338	-	-	810,338
Street Replacenet: 4th Street (Broadway to Howard)	-	-	-	-	-	49,779	547,573	597,352
Street Resurfacing - Grand Avenue Improvements Revised: Hernave Creek, Harrier, Bunkhouse, Left & Right Lady Belle	-	-	-	-	-	850,854	-	850,854
Street Replacement: Castle Drive (King to end)	-	-	-	-	-	-	63,888	63,888
Orchards, Brooks Lane, Lady Belle, Third Street (Grand to Howard) Revised: Grand Avenue	-	-	-	-	-	-	893,397	893,397
General Fund - Streets Total	\$ 700,000	\$ 800,000	\$ 1,873,800	\$ 1,860,750	\$ 810,338	\$ 900,633	\$ 1,504,858	\$ 6,950,379

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
Water Fund								
Cemetery Tank	3,555,000	2,595,900	3,600,000	-	-	-	-	3,600,000
Communication Tower - Cemetery Tank x2	105,000	105,000	-	-	-	-	-	-
Communication Tower - Upper Kaibab & additional site	105,000	105,000	-	-	-	-	-	-
UBWTP - Valve replacement	60,750	78,250	-	-	-	-	-	-
Fiber along Grand Ave to lower water in partnership with Holy Cross Energy	80,146	80,146	-	-	-	-	-	-
Security Cameras and Access Controls	22,632	13,324	13,324	13,324	-	-	-	26,648
Converting Water connections to Town Wireless	52,000	52,000	-	-	-	-	-	-
Water campus landscaping Xeriscape	10,000	-	10,000	-	-	-	-	10,000
Water Line: Adams Rib School House PRV	250,000	-	50,000	230,000	-	-	-	280,000
Water Line: Brush Creek Transmission Main Replacement - Phase III	186,714	-	75,000	1,500,000	-	-	-	1,575,000
Water Line: Brush Creek Transmission Main PRV	-	75,000	-	-	-	-	-	-
Water Line: Downtown Distribution: Fourth Street: Wall St. to Washington St.	55,125	55,125	200,000	-	-	-	-	200,000
Water Line: Brooks Lane Water Main	55,125	-	-	-	-	-	-	-
Lower Eby Creek Tank and Booster Pump Station Replacement	100,000	200,000	1,665,000	-	-	-	-	1,665,000
Fencing for Water Properties	78,750	78,750	-	78,750	78,750	-	-	157,500
Reserve at Hockett Gulch Upsizing Water Line	198,752	198,752	-	-	-	-	-	-
Fairgrounds Water Main Loop	262,858	-	-	-	-	-	-	-
Yearout Energy Solar Project	-	41,000	1,569,657	-	-	-	-	1,569,657
UBWTP: Chlorine Feed System	-	35,000	-	-	-	-	-	-
UBWTP: New Fluoride system	-	6,850	-	-	-	-	-	-
Water Fill Station	-	50,600	-	-	-	-	-	-
Water Line: Howard Street Water Main: 2nd Street to 6th Street	-	55,125	500,000	-	-	-	-	500,000
UBWTP: 2 MG Tank Rehab	-	200,000	2,070,800	-	-	-	-	2,070,800
Lower Eby Creek Tank Coating	-	100,000	-	1,965,600	-	-	-	1,965,600
East Eagle Tank & Distribution	-	410,000	1,550,000	2,500,000	2,000,000	4,500,000	-	10,550,000
IT Network Overhaul	-	-	-	-	-	-	-	-
Building Interconnectivity IT Project	-	-	-	-	-	-	-	-
Water Meter Antenna	-	-	54,000	-	-	-	-	54,000
Water Line: Downtown Distribution: Capitol Street: 2nd to 5th Street	-	-	60,000	550,000	-	-	-	610,000
UBWTP: Fire Alarms	-	-	-	35,000	-	-	-	35,000
Fiber extending to upper water facilities through Frost Creek area	-	-	-	370,000	-	-	-	370,000
Generator on trailer / electrical work at pump houses	-	-	-	35,000	210,000	-	-	245,000
UBWTP: Lifecycle replacement and regulatory upgrades	-	-	-	350,000	3,600,000	-	-	3,950,000
Grand Avenue Wastewater Infrastructure Improvements	-	-	-	200,000	1,550,000	-	-	1,750,000
Hernage Tank Rehab	-	-	-	-	85,000	940,000	-	1,025,000
Eby Creek Upper Tank	-	-	-	-	50,000	400,000	-	450,000
Water Line: Downtown Distribution: Fourth Street: Broadway to Howard	-	-	-	-	-	50,000	550,000	600,000
Pump & Hose for LBWTP	-	-	-	-	-	45,000	175,000	220,000
Water Line: Castle Dr and King Rd	-	-	-	-	-	-	300,000	300,000
Brush Creek Transmission Main Replacement - Ouzel to Sylvan Lake Road	-	-	-	-	-	-	165,000	165,000
I-70 Water Main Loop	-	-	-	-	-	-	320,000	320,000
Fleet (Water)								
Ford F-250 Super Duty	-	-	-	60,000	-	-	-	60,000
Ford F-150	-	-	-	-	60,000	-	-	60,000
Ford F-150	-	-	-	-	-	-	40,000	40,000
Water Fund Total	\$ 5,177,852	\$ 4,535,822	\$ 11,417,781	\$ 7,887,674	\$ 7,633,750	\$ 5,935,000	\$ 1,550,000	\$ 34,424,205

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
Waste Water Fund								
IT Network Overhaul	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Interconnectivity IT Project	-	-	-	-	-	-	-	-
Fiber along Grand Ave to lower water in partnership with Holy Cross Energy	20,036	20,036	-	-	-	-	-	-
								16,316
Security Cameras and Access Controls	22,632	8,158	8,158	8,158	-	-	-	-
Converting WW connections to Town Wireless	13,000	13,000	-	-	-	-	-	-
Headworks Screen	315,000	315,000	-	-	-	-	-	-
								-
Brush Creek and Eagle River Temperature Monitoring Stations	50,000	50,000	-	-	-	-	-	-
Nutrient Criteria Nitrogen	200,000	406,000	5,600,000	10,000,000	-	-	-	15,600,000
Collection System Repair and Improvements	50,000	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Mixing Zone in Eagle River	250,000	-	-	-	-	-	-	-
Main Under Eagle River from Fairgrounds	220,500	-	-	-	220,500	2,500,000	-	2,720,500
WWTP: Replumbing	50,000	-	10,000	-	-	-	-	10,000
Water/Wastewater campus landscaping. Xeriscape	10,000	-	10,000	-	-	-	-	10,000
Yearout Energy Solar Project	-	44,000	1,569,657	-	-	-	-	1,569,657
Howard Street Sanitary Sewer Main, 4th Street to 5th Street & 5th	-	50,000	300,000	-	-	-	-	300,000
Process Building: Fire Alarms	-	-	15,000	-	-	-	-	15,000
Sanitary Sewer Piers across Eagle River	-	-	220,500	2,315,250	-	-	-	2,535,750
Grand Avenue Wastewater Infrastructure Improvements	-	-	-	200,000	1,550,000	-	-	1,750,000
Whiting Blacklot Sewer Main (Parallel to Hilltop)	-	-	-	-	-	40,203	369,364	409,567
Castle Dr Sanitary Sewer Main	-	-	-	-	-	-	40,000	40,000
Fleet (Wastewater)								-
Ford F-350 Plow/Sander	-	-	75,000	-	-	-	-	75,000
Ford F-150	-	-	-	-	60,000	-	-	60,000
Waste Water Fund Total	\$ 1,201,168	\$ 956,194	\$ 7,858,315	\$ 12,573,408	\$ 1,880,500	\$ 2,590,203	\$ 459,364	\$ 25,361,790
Stormwater Fund								
Grand Avenue Stormwater Infrastructure Improvements	-	-	-	-	638,141	638,141	-	1,276,282
Stormwater Fund Total	\$ -	\$ -	\$ -	\$ -	\$ 638,141	\$ 638,141	\$ -	\$ 1,276,282
Broadband Fund								
Broadband Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Systems	-	-	-	-	-	-	-	-
Fixed Equipment	-	-	-	-	-	-	-	-
Contract Installation	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax Capital Improvement Fund								
Eagle River Water Park - Rapid Blocs	40,000	5,000	35,000	40,000	15,000	-	-	90,000
Brush Creek Park - Playground Equipment	500,000	500,000	-	-	-	-	-	-
Eagle River Water Park - Pavilion	-	309,511	-	-	-	-	-	-
Haymaker Trailhead Bike Park and Beginner Skills Loop	200,000	200,000	-	-	-	-	-	-
Sidewalk/Trail: Pedestrian Trail Bull Pasture - West Side	110,250	-	110,250	-	-	-	-	110,250
Eby Creek Road - Pond Road Sidewalk Extension	30,000	30,000	-	-	-	-	-	-
Pool Rebuild Project	-	1,000,000	12,000,000	-	-	-	-	12,000,000
Potential New Wave Feature (Planning)	-	-	20,000	-	-	-	-	20,000
Dog Park Improvements	-	-	45,000	-	-	-	-	45,000
Eagle River Water Park - Boulderling Feature	-	-	-	350,000	-	-	-	350,000
Eagle River Water Park - Park Lighting	-	-	-	90,000	-	-	-	90,000
Eagle River Water Park - Public Art	-	-	-	40,000	-	-	-	40,000
Eagle River Water Park - Chambers Park Path Connection	-	-	-	350,000	-	-	-	350,000
Eagle River Water Park - Downtown Bridge (Planning)	-	-	-	25,000	-	-	-	25,000
Eagle River Water Park - Shower Tower	-	-	-	-	100,000	-	-	100,000
Whiting Park - Pour-in-Place	-	-	-	-	100,000	-	-	100,000
Skateboard Park	-	-	-	-	500,000	-	-	500,000
Brush Creek Valley Ranch Improvements: Paved Recreation Path along Brush Creek Road	-	-	-	-	40,000	-	-	40,000
Terrace Park - Playground	-	-	-	-	-	300,000	-	300,000
Eagle River Water Park - Slalom Gates	-	-	-	-	-	90,000	-	90,000
Gerard Park - Upgrades	-	-	-	-	-	-	30,000	30,000
Bull Pasture Park - Improvements	-	-	-	-	-	-	100,000	100,000
Sales Tax Capital Improvement Fund Total	\$ 880,250	\$ 2,044,511	\$ 12,210,250	\$ 895,000	\$ 755,000	\$ 390,000	\$ 130,000	\$ 14,380,250

Capital Improvement Plan Summary for 2024 - 2028

Department/Fund and Project	2023	2023 Revised	2024	2025	2026	2027	2028	TOTAL
Open Space Fund								
Children's Fishing Pond Improvements	30,500	-	-	-	-	-	-	-
Wildlife Interpretive/Multilingual/Educational Signage Projects	110,000	90,000	20,000	-	-	-	-	20,000
Open Space and Trails Master Plan Implementation Phase 1 Planning & Implementation Process	30,000	28,000	100,000	-	-	-	-	100,000
Restoration Project/Habitat Improvements on Open Space Phase 1	-	-	80,000	-	-	-	-	80,000
Open Space Wayfinding Signage and Information project	-	-	-	80,000	-	-	-	80,000
Restoration Project/Habitat Improvements on Open Space Phase 2	-	-	-	100,000	-	-	-	100,000
Open Space and Trails Master Plan Implementation Phase 2 Planning & Implementation Process	-	-	-	-	35,000	150,000	-	185,000
Haymaker Trailhead Improvements	-	-	-	-	100,000	-	-	100,000
Open Space Trailhead Access - Eagle Ranch	-	-	-	-	-	-	20,000	20,000
Fleet (Open Space)								
Vehicle Fleet Replacements	-	-	-	-	-	-	50,000	50,000
Open Space Total	\$ 170,500	\$ 118,000	\$ 200,000	\$ 180,000	\$ 135,000	\$ 150,000	\$ 70,000	\$ 735,000
Grand Total	\$ 11,147,624	\$ 11,790,594	\$ 37,997,860	\$ 29,484,955	\$ 27,407,369	\$ 27,528,251	\$ 4,970,001	\$ 127,388,436



TOWN OF EAGLE 2024 BUDGET PUBLIC HEARING

- Townwide Expenditure Review (Significant Categories)
- Budget Changes from Prior Draft
- Open Items needing Further Direction
- Broadband Discussion
- Next Steps



AGENDA

Townwide Expenditure Review

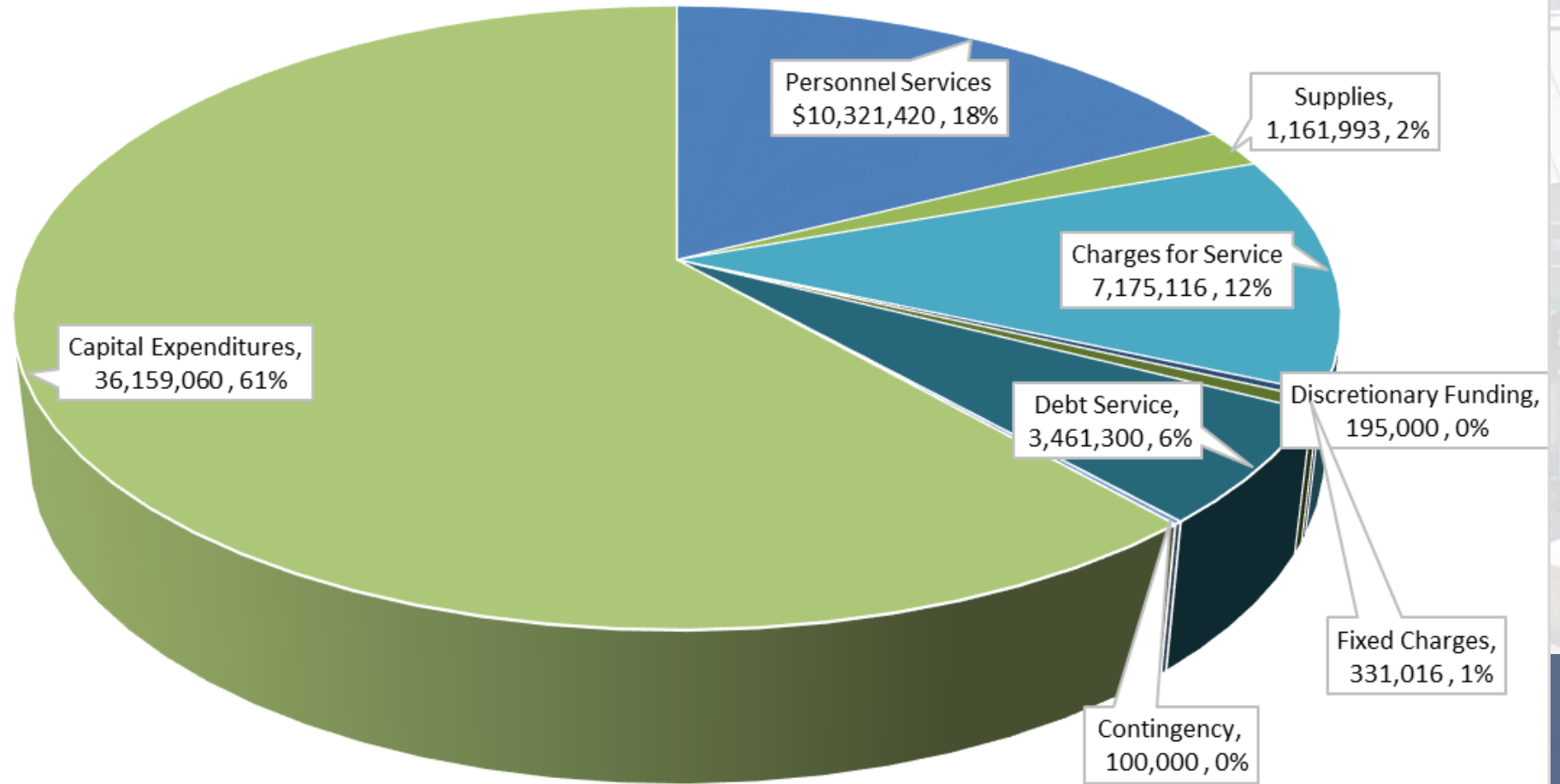


SUMMARY OF EXPENDITURES TOWNWIDE

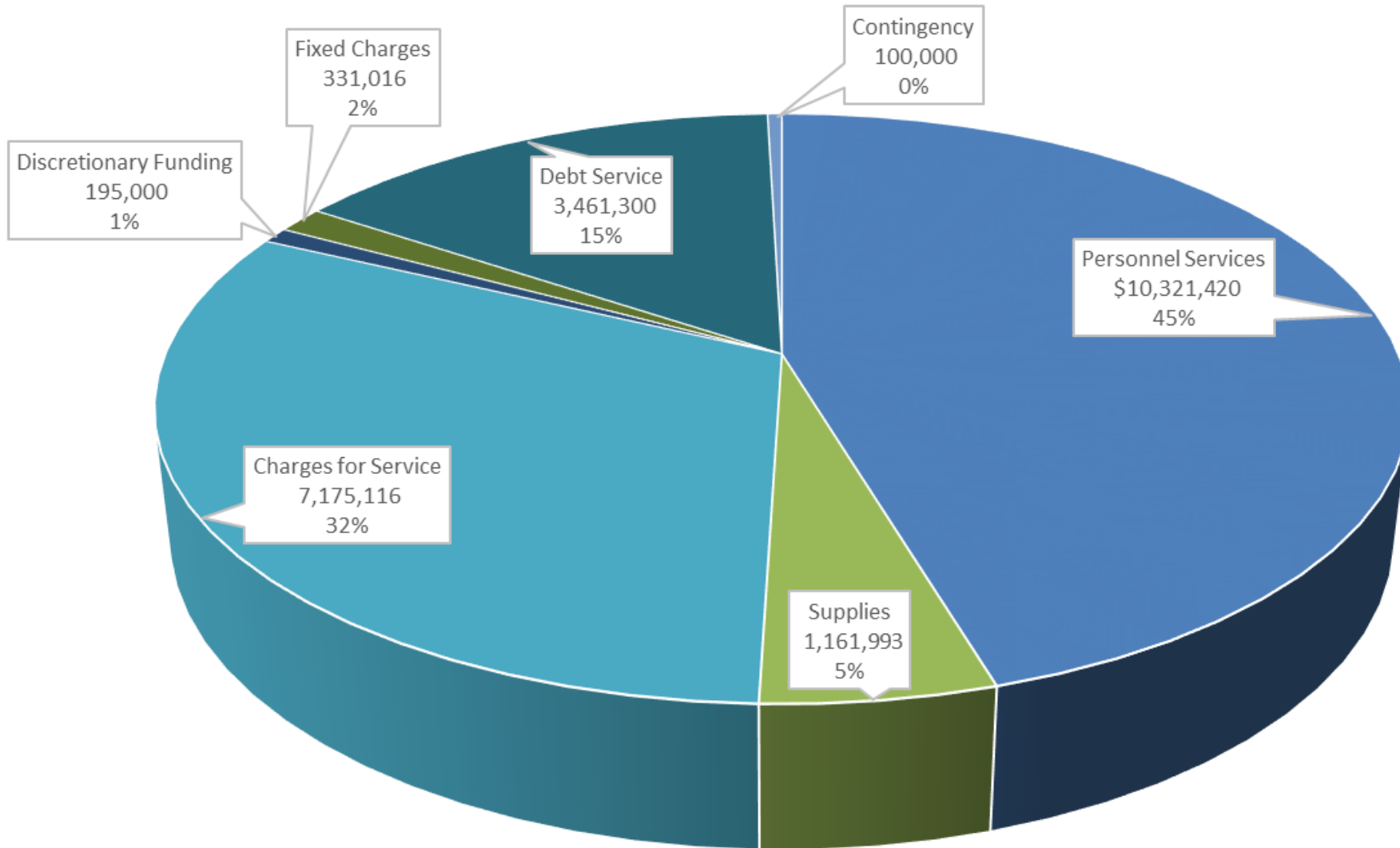
	ACTUAL	BUDGET	REVISED	BUDGET
	2022	2023	2023	2024
TOWNWIDE SPENDING CATEGORIES				
Personnel Services	\$ 6,001,819	\$ 8,966,261	\$ 8,488,909	\$ 10,321,420
Supplies	896,527	1,086,187	1,230,857	1,161,993
Charges for Service	5,193,219	6,260,438	6,813,621	7,175,116
Discretionary Funding	179,544	301,500	343,500	195,000
Fixed Charges	254,100	282,722	280,043	331,016
Debt Service	2,553,591	2,558,390	2,558,390	3,461,300
Contingency	-	100,000	100,000	100,000
Capital Expenditures	1,805,887	10,447,624	11,022,594	36,159,060
Transfers to Other Funds	3,377,981	2,916,769	3,013,769	2,342,769
TOTAL	\$ 20,262,668	\$ 32,919,891	\$ 33,851,683	\$ 61,247,674



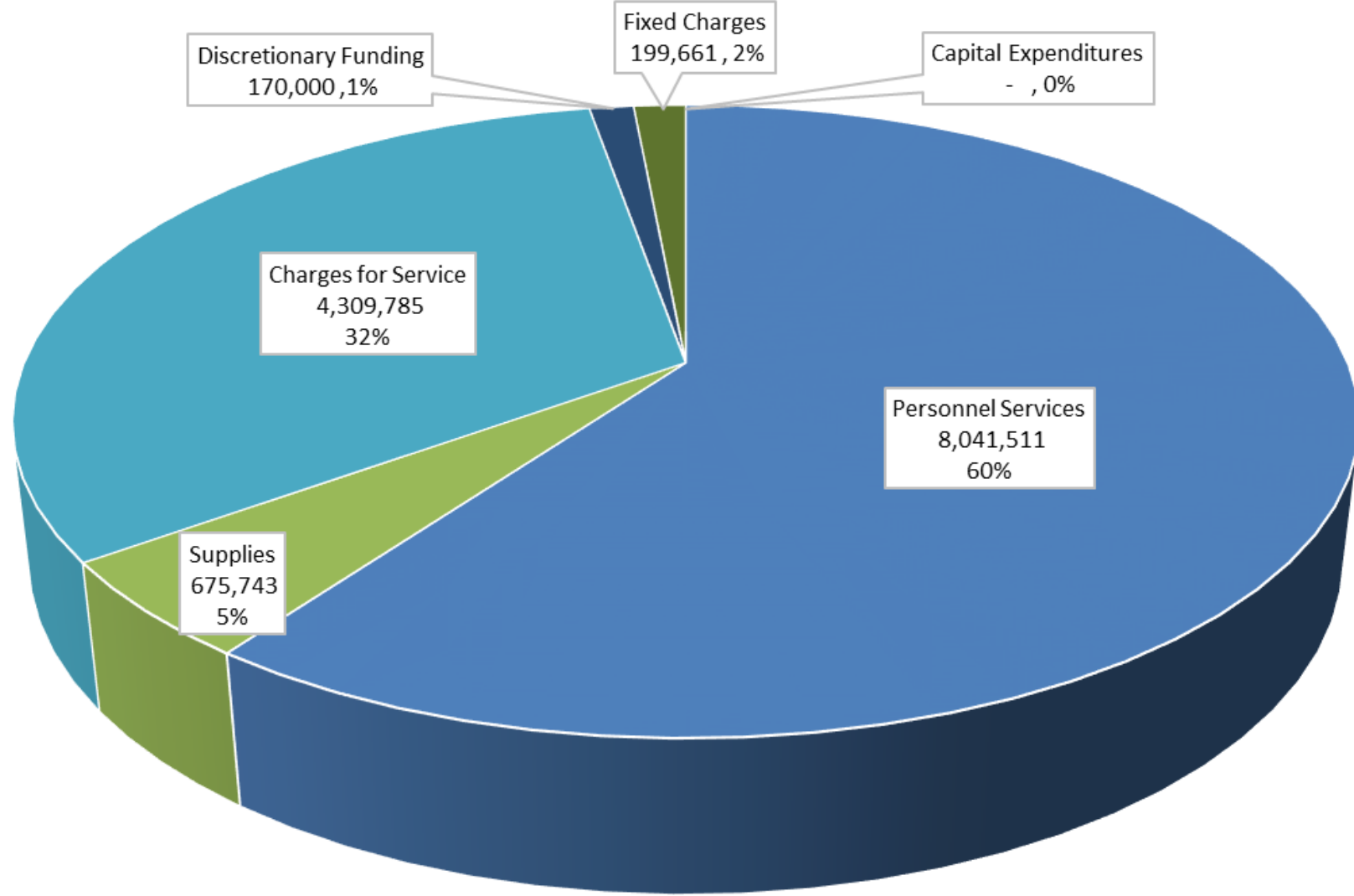
2024 - TOWNWIDE SPENDING BY CATEGORY (not including interfund transfers)



2024 - TOWNWIDE SPENDING BY CATEGORY (not including capital or interfund transfers)



2024 - GENERAL FUND SPENDING BY CATEGORY (not including transfers)

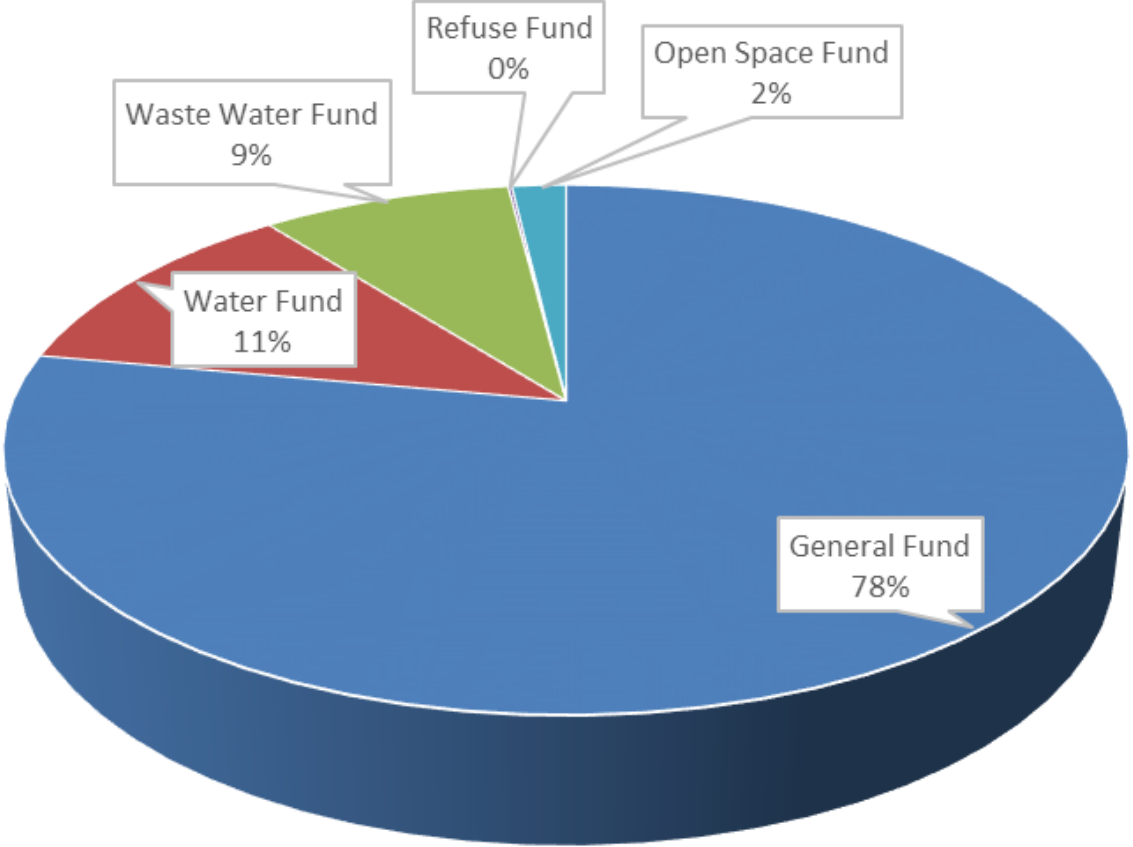


	ACTUAL 2022	BUDGET 2023	REVISED 2023	BUDGET 2024
PERSONNEL SERVICES				
<i>Town Council</i>	49,346	49,315	49,315	49,312
<i>General Government</i>	122,882	605,267	425,505	664,078
<i>General Administration</i>	463,545	649,888	627,062	744,675
<i>Information Technology</i>	97,708	197,404	206,229	237,069
<i>Community Development</i>	633,571	1,073,021	987,417	1,043,399
<i>Streets</i>	450,117	729,842	754,872	887,930
<i>Engineering</i>	285,040	324,893	307,169	545,325
<i>Buildings & Grounds</i>	443,804	626,962	619,871	706,536
<i>Public Safety</i>	1,705,589	2,246,078	2,285,883	2,725,814
<i>Municipal Court</i>	40,927	57,596	61,860	64,221
<i>Information Center</i>	20,756	24,033	27,228	25,436
<i>Events</i>	161,954	257,680	214,570	229,543
<i>Communication & Marketing</i>	-	-	36,014	118,173
General Fund	4,475,238	6,841,979	6,602,995	8,041,511
Water Fund	766,825	1,206,238	954,461	1,189,702
Waste Water Fund	606,487	726,823	730,416	885,402
Refuse Fund	9,961	11,961	12,913	13,044
Open Space Fund	143,309	179,260	188,124	191,761
Total Townwide Personnel Services	\$ 6,001,819	\$ 8,966,261	\$ 8,488,909	\$ 10,321,420



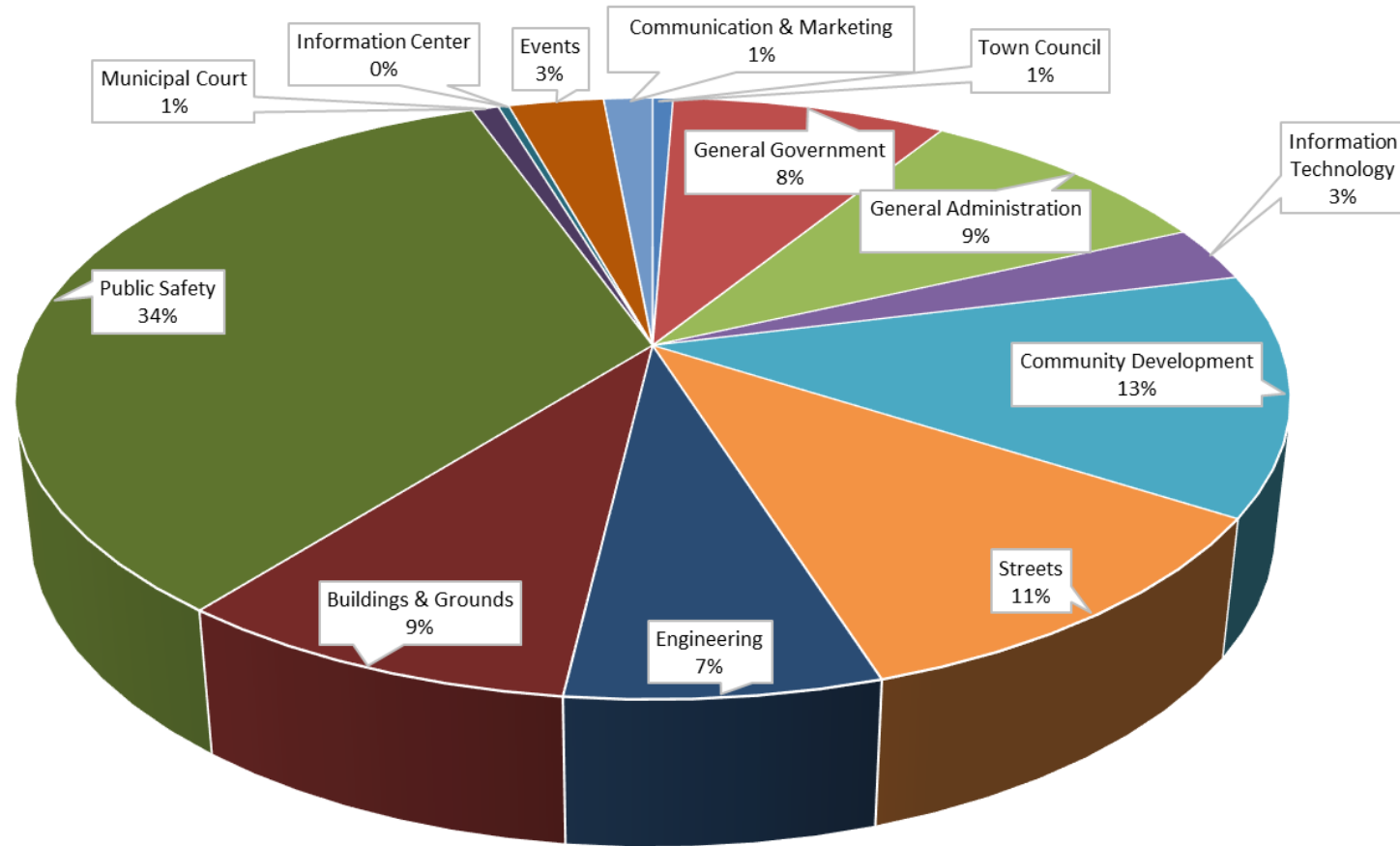
TOWN-WIDE PERSONNEL SERVICES

2024 Personnel Services by Fund



TOWN-WIDE PERSONNEL SERVICES

2024 Personnel Services - General Fund by Department



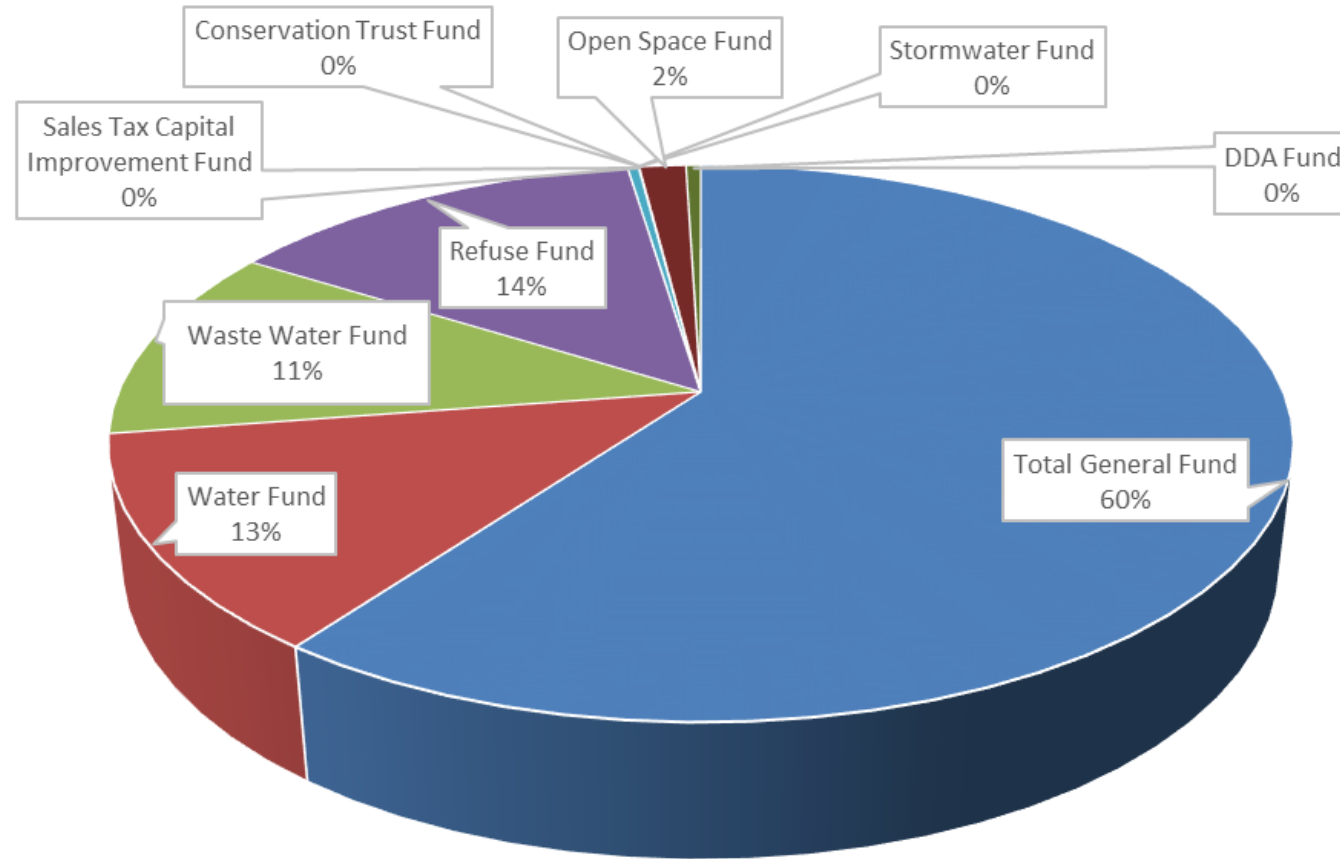
GENERAL FUND – Personnel Services by Dept

CHARGES FOR SERVICES				
<i>Town Council</i>	5,570	16,350	20,250	52,500
<i>General Government</i>	195,188	241,615	1,301,817	660,565
<i>General Administration</i>	195,931	262,694	226,131	249,484
<i>Information Technology</i>	449,369	560,416	592,416	541,181
<i>Community Development</i>	433,309	397,095	308,710	357,535
<i>Streets</i>	1,106,256	1,097,199	996,999	1,412,247
<i>Engineering</i>	6,338	20,000	35,500	21,098
<i>Buildings & Grounds</i>	210,299	405,492	273,230	324,392
<i>Public Safety</i>	405,233	447,045	465,034	492,268
<i>Municipal Court</i>	33,455	36,403	36,403	37,215
<i>Information Center</i>	38	-	-	-
<i>Events</i>	133,455	142,475	85,942	100,500
<i>Communication & Marketing</i>	-	-	56,700	60,800
Total General Fund	3,174,441	3,626,785	4,399,132	4,309,785
Water Fund	600,526	838,094	678,679	898,353
Waste Water Fund	620,724	819,167	748,772	811,548
Refuse Fund	638,134	702,092	765,485	984,580
Stormwater Fund	3,784	85,385	30,405	25,440
Capital Improvement Fund				
Sales Tax Capital Improvement Fund	3,351	15,000	3,500	2,000
Conservation Trust Fund	23,984	-	-	-
Open Space Fund	69,621	136,517	150,250	108,910
DDA Fund	58,653	37,398	37,398	34,500
Parking Fee in Lieu Fund	-	-	-	-
Total Townwide Charges for Service	\$ 5,193,219	\$ 6,260,438	\$ 6,813,621	\$ 7,175,116



TOWN-WIDE CHARGES FOR SERVICE

2024 Personnel Services by Fund



TOWN-WIDE CHARGES FOR SERVICE

Budget Changes From September 26th Draft



ANY QUESTIONS, CONCERNS, COMMENTS:

2023 Revenue Adjustments:

- \$375,000 – Capital Fund: LERP Fee in Lieu – Red Mountain Ranch

2023 Expenditures Adjustments:

- \$10,500 – General Fund: Election Expense
- (\$15,000) – General Fund: Employee Housing Rental Expense
- (\$94,035) – General Fund: Comm Dev Permitting Software, rolled into 2024 already
- \$75,000 – Water Fund: Transmission Main: Brush Creek Pressure Reducing Value (PRV)
- (\$36,641) – Water Fund: Personnel Services
- \$1,000 – Refuse Fund: Compost Bins



2023 Budget Changes from Sept. 26th Draft

ANY QUESTIONS, CONCERNS, COMMENTS:

2024 Revenue Adjustments:

- (\$100,000) – General Fund: Building Permit revenue removed for West-Eagle Project
- \$300,000 – Capital Fund: Grand Ave Developer Contribution for RHG added
- (\$175,000) – Capital Fund: Public Safety Impact Fees removed for West-Eagle project
- (\$70,000) – Capital Fund: Street Impact Fees removed for West-Eagle project
- (\$400,000) – Capital Fund: Use Tax removed for West-Eagle project
- \$2,173,000 – Water Fund: Included Plant investment Fees for RHG Phase II & III
- \$1,520,000 – Wastewater Fund: Included Plant investment Fees for RHG Phase II & III

2024 Expenditures Adjustments:

- \$100,000 – General Fund: Wayfinding Signage
- (\$ 50,000) – General Fund: Removed Net Zero Assessment
- \$ 15,000 – General Fund: Sustainability Tracking Software
- \$ 0 – General Fund: Reallocated \$5,000 from Christmas on Broadway event to Community Table
- (\$20,910) – Water Fund: Personnel Services
- \$1,000 – Refuse Fund: Compost Bins



2024 Budget Changes from Sept. 26th Draft

\$2M Transfer From General Fund To Capital Improvement Fund Breakdown:

- \$1,500,000 – Assigned for Grand Avenue
- \$ 375,000 – Assigned for Affordable Housing
- \$ 125,000 – Assigned for Other Capital Projects

	9/26/23 - DRAFT BUDGET 2024	10/10/23 - DRAFT BUDGET 2024
FUND BALANCE \$ (Ending):		
RE STRICTED FOR:		
COMMUNITY ENHANCEMENT	\$ 106,445	\$ 106,445
TRANSPORTATION EXPENDITURE \$	1,851,801	1,851,801
ASSIGNED FOR: CAPITAL PROJECTS:		
GRAND AVENUE	6,046,221	5,846,221
AFFORDABLE HOUSING	-	750,000
OTHER CAPITAL PROJECTS	6,012,988	5,492,988
TOTAL FUND BALANCE \$ (Ending):	<u>\$ 14,017,455</u>	<u>\$ 14,047,455</u>



Capital Improvements Fund Balances and Transfers

With this modification to assigned fund balances, the Town will have the following funds set aside and projected for the Grand Avenue Project:

GRAND AVENUE FUNDS IDENTIFIED	2023 Revised Budget	2024 Budget	2025 Budget	2026 Budget
Capital Improvements Fund				
Devolution Proceeds	1,783,801	68,000	50,000	50,000
Assigned Capital Fund Balance	6,521,221	1,500,000	1,500,000	1,500,000
Water Fund	-	1,750,000		
Sewer Fund	-	2,535,750		
Stormwater Fund	-	283,128	65,530	65,530
Other				
Total	\$ 8,305,022	\$ 6,136,878	\$ 1,615,530	\$ 1,615,530
			Total Combined	\$ 17,672,960



Capital Improvements Fund: Grand Ave Savings

	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2023 REVISED</u>	<u>2024 BUDGET</u>	<u>DIFFERENCE INCREASE(DECREASE)</u>
DOWNTOWN DEVELOPMENT AUTHORITY FUND:					
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 6,361	\$ 7,649	\$ 1,288
REVENUES	65,014	37,398	38,686	31,481	(7,205)
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-	-
EXPENDITURES	(58,653)	(37,398)	(37,398)	(34,550)	(2,848)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-	-
ENDING FUND BALANCE	\$ 6,361	\$ -	\$ 7,649	\$ 4,580	\$ (3,069)

		<u>ACTUAL 2022</u>	<u>BUDGET 2023</u>	<u>REVISED 2023</u>	<u>BUDGET 2024</u>	<u>% CHANGE FROM PY</u>	<u>\$ CHANGE FROM PY</u>
REVENUES							
91-431-10	TIF Property Taxes	\$ -	\$ 17,398	\$ 17,386	\$ 29,981	72%	\$ 12,595
91-436-10	DDA Interest	14	-	1,300	1,500	15%	200
91-436-70	Miscellaneous	-	-	-	-	-	-
91-437-10	Transfer From General Fund	65,000	20,000	20,000	-		(20,000)
TOTAL REVENUES		\$ 65,014	\$ 37,398	\$ 38,686	\$ 31,481	-19%	\$ (7,205)

The DDA is requesting a transfer of \$20,000 similar to 2023, should proposition HH pass or not.



DDA FUND — Fund Balance, Revenues, & Request

Open Items Needing Further Discussion/Consensus

(See Staff Memo for Recommended Action)



Broadband Discussion



Next Steps:

- October 24th – Public Hearing
 - 2024 Fee Schedule Amendments
 - Broadband Proposal and Discussion Follow-up
- November 14th – Public Hearing
 - Review any additional Budget changes
 - Adopt 2023 Supplemental Budget
 - Adopt 2024 Budget
 - Adopt 2024 Fee Schedule
- December 12th – Mill Levy Certification



Next Steps

Thank You!





To: Mayor Turnipseed and Town Council

From: Kevin Aoki, IT Manager

Date: October 10, 2023

Agenda Item: Broadband Strategic Plan

REQUEST:

For Town Council to provide initial feedback on the Broadband Strategic Plan and delivery model.

INTRODUCTION:

Town Council has established an objective to provide broadband service to the community. Throughout 2022 and 2023, staff has been working to expand connectivity for Town operations, including connectivity at water and wastewater sites, SCADA communications, remote meter reading and irrigation controls, public safety cameras, and digital signage. Through this same technology, staff realized the potential to simultaneously provide wireless broadband service to businesses and residents, using the same connectivity infrastructure the Town has already invested in. To date, wireless broadband service has been delivered to businesses in the Downtown, Eagle Ranch, Chambers and Market Street hubs. The continued build out of wireless service to our business community is a vital component to the economic vitality of Eagle. Additionally, with this technology, public Wi-Fi is available in multiple community areas.

In May of 2023, the Town launched a pilot for residential wireless broadband service. Interest was much greater than anticipated, and the available customer equipment sold out in less than two weeks. Demand for the service remains high, and staff are confident in growing subscribers and supporting a more robust, self-sustaining program.

ANALYSIS:

Staff is developing a strategic plan to grow and maintain broadband service to the community. The initial draft of the strategic plan is attached to this memo. At a macro level, the broadband program has the ability to scale up and provide wireless service to Eagle residents and surrounding neighborhoods. The pace of this growth depends on the capacity of staff and contractors to install services and manage subscriptions as well as the investment in upfront costs for customer equipment. The wireless delivery model is available today but is not the long-term solution to reliable, high-speed internet in the future. Fiber is the future of broadband connectivity, but it is costly and takes time to build.

Based on survey data and analysis conducted in 2021 for a potential fiber network, staff believes the wireless broadband service can obtain 800 – 1000 subscribers. The Town currently has just over 60 subscribers. Staff projects that with 150 subscribers, the wireless program will begin to have a positive net revenue after 18 months. To support the program, staff are working to establish a broadband

enterprise fund. Once the program is generating a positive net revenue, those funds can be reinvested in reliability for the network, subscriber growth, rate reductions or additional infrastructure.

The current delivery model relies upon a contractor to support the network itself as well as the customer facing side of the program: subscription enrollment, installation, customer service calls, and billing. Contracting the customer facing support and maintaining expectations for the quality of service the Town expects for residents has been challenging. While staff feels confident the program can continue and customer service can improve with better negotiations with the contractor, a different solution is desired for the future and long-term success of the program. Different solutions could include working with a neighboring community that also hosts a broadband utility or increasing staff capacity to handle customer service in-house.

As the Town plans for the long-term success of providing broadband service, it is important to consider the technology that will provide the most current and reliable service, which is fiber. Part of the strategic plan will include proposed methods for building a fiber network. The immediate need to ensure everyone in Eagle has access to equitable, affordable and reliable internet can be fulfilled with the wireless infrastructure the Town already has.

Staff have been evaluating various options for scaling up the wireless broadband service and the future of broadband for the Town. An initial strategic plan has been drafted and provided for feedback. Staff will return at the October 24 Town Council meeting with additional information, budget projections and funding recommendations. To appropriately advise those recommendations, staff welcome feedback from Council on the broadband program's strategic plan and overall direction.

COMMUNITY INPUT:

- Community members often ask Town staff about the state of broadband within the community and request some action be taken.
- Neighboring communities are requesting connectivity to available broadband services.
- Some concerns about communications and response times have been raised.

BUDGET / STAFF IMPACT:

- Staff will provide budget projections and funding recommendations at the October 24 Town Council meeting.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This work aligns with the 2020 Strategic Plan's major objective to 'Match Infrastructure to Quality of Life' by providing broadband internet to many underserved areas of the Town.

RECOMMENDED ACTION OR PROPOSED MOTION:

Provide any feedback on the direction of the strategic plan and objectives to provide the community with broadband service.

ATTACHMENTS:

- Draft Broadband Strategic Plan

Town of Eagle

Broadband Strategic Plan

I. EXECUTIVE SUMMARY – WIRELESS NOW, FIBER FOR THE FUTURE.

Vision: To provide an equitable, accessible, and sustainable Town managed Broadband utility to Eagle residents and serviceable neighborhoods in the surrounding area.

Mission: The purpose of the Town's broadband program is to provide high-quality, affordable connectivity throughout the community. The broadband program is designed to provide an immediate solution to connectivity challenges through a wireless broadband service while exploring options to build out a fiber network for the future. A core objective for the program is to grow the wireless program subscriptions at a pace that is manageable by current capacity and supports a financial return as soon as possible so revenues may be reinvested in network improvements.

Goals:

- Provide reliable, affordable and high-speed internet and high-quality customer service to Eagle residents and businesses and surrounding, serviceable areas.
- Provide equitable and accessible internet connectivity throughout Eagle.
- Enroll and maintain at least 40% (or approximately 800 subscribers) of eligible residences and businesses.
- Grow the wireless program subscriptions at a manageable pace that supports a financial return by 2028 so revenues may be reinvested in network improvements.
- Allocate annual resources to capitalize on co-trenching opportunities for laying fiber.
- Secure grant funding to assist with the fiber network development.
- Connect the community to fiber broadband in the near future.
- Maintain a sustainable broadband enterprise fund.

Broadband connectivity throughout the Town of Eagle is critical to the success of the Town's priorities to support economic vitality, draw in visitors, and provide robust housing options for a local workforce. Ensuring that reliable, affordable internet service is available throughout Town must be viewed as critical infrastructure to the Town's economic development. It will support new businesses coming to Eagle and the growth of our current businesses. It is also imperative to draw in and retain a local workforce that can reside in Eagle.

Broadband is critical to maintaining and enhancing the quality of life for residents and visitors. Internet connectivity is essential for participating in the digital economy and accessing educational and healthcare services online.

Currently, adequate broadband internet is expensive, unreliable, and sometimes entirely unavailable from private internet service providers. Mapping Eagle and the immediate surrounding neighborhoods inaccurately shows private industry servicing the area, eliminating Eagle from expedited service improvements and making Eagle in-eligible for grant funds designated for underserved communities. Resolving these challenges through policy changes takes time. Meanwhile, the community struggles to have basic connectivity.

To meet this critical need, staff recommend a two-pronged approach that provides vital internet access via a wireless service now while continuing to explore and plan the literal groundwork for high-quality fiber service in the future.

The Town has a unique opportunity to provide greater access to residential broadband by maximizing wireless infrastructure and investments that are already in place to support connectivity between Town facilities. With the strategy outlined below, the Town can provide residents with an option for wireless internet service, resulting in an ROI that offsets costs for the program in mid to late 2028. Once the wireless broadband program covers costs, the additional revenue generated can be invested in building out the remaining fiber network and creating network redundancies to ensure reliable connections.

The future of broadband connectivity is fiber optics. Unfortunately, building the infrastructure to support fiber is costly. Additional planning, projections, and funding options must be developed if the ultimate goal is to deliver a fiber network to the community. As staff evaluates those options, the Town can make incremental investments in co-trenching opportunities to at least capitalize on already occurring infrastructure development. One key element to maximizing our co-trenching opportunities is evaluating and updating our ordinance to support the work.

II. ANALYSIS

In 2021, Eagle explored the potential to establish a fiber network throughout town. At that time, the investment was not approved by the Town Council. A presentation on broadband feasibility can be found here ([LINK](#)). In the interim, staff found a solution to provide internet connectivity another way – wirelessly, using infrastructure the Town already owned or would be investing in for Town operations.

Throughout 2023, staff worked to connect businesses and residents to the wireless network to prove the concept and finalize this strategic plan for an entire broadband program. During that time, private industry providers in the area have begun to lower prices and expedite their delivery to previously unserved or underserved areas of town, creating a win-win solution for residents. The Town's broadband program intends not to compete with private industry but to ensure the community has options for high-quality service.

The initial offer of residential wireless broadband to the community was met with high demand, resulting in the Town selling out of its current equipment stock and starting a waitlist for subscribers in less than 2 weeks. There is a clear need and interest in the service, creating an opportunity for program growth now while longer-term fiber network infrastructure is still being built.

III. OBJECTIVES

- **Broadband Coverage:**
 - The primary service area is incorporated Town of Eagle residents and businesses.
 - The wireless serviceable area extends in nearly all directions around Town, creating an opportunity to serve Eby Creek, Kaibab, and parts of Gypsum. Future coverage into Frost Creek is likely with the building connectivity to Upper Water Facilities.
 - Further partnerships could allow expansion throughout the area into underserved communities in Dotsero, Wolcott, Cordillera, and more.
- **Broadband Speed:** The base internet-only service for wireless broadband is capable of up to 650mbps downloads and 250mbps uploads. Business level wireless options of up to 10Gbps are available and will include business level support and services. Future fiber connections can accommodate synchronous speeds up to 100Gbps.
- **Affordability:**
 - Current Programs:
 - Residential - \$69/month, \$179 installation fee waived with a 2-year contract and auto payment, \$0 equipment fee
 - Out of Town residential - \$89/month, \$179 installation fee waived with a 2-year contract and auto payment, \$0 equipment fee
 - Business – 3 tiers available. View details here ([LINK](#))
- **Equitable Connectivity:** The Broadband program can be tailored to provide reduced rates to underserved, low-income or fixed-income households, ensuring equitable access to internet. The Town of Eagle will be working with the FCC's Affordable Connectivity Program (ACP), which helps ensure households can afford the broadband they need for work, school, healthcare, and more. The benefit provides a discount of up to \$30 per month toward internet service for eligible households. The Town could subsidize these connections and offer a free Internet connection to qualified subscribers.
- **Revenue Generation:** Break-even by 2028.
 - At the current subscriber rate, the customer equipment costs, and installation are covered in 18 months.
 - With an adequate growth rate of 20 new subscribers per month, the broadband program will reach an ROI in 2028 that covers all costs and begins to generate additional revenue. *This break-even timeline can be expedited or extended depending on the available budget resources allocated to the program each year.* A more significant budget investment allows the program to enroll more subscribers, bringing in more revenue and helping to offset the program sooner.
 - The additional revenue will be reinvested in the program to ensure secure network connectivity, deliver better customer experience, and finish the fiber network build out.
 - Revenues may also be used to adjust rates for customers and ensure, as noted above, equitable access to the internet across the community.

IV. STRATEGIES

The primary strategy of the broadband program is to meet a need now with a wireless network while simultaneously working toward a fiber network for long-term sustainability. Once the wireless program achieves 150 subscribers, it will begin to generate net revenue within 18 months that can be reinvested to expedite the build-out of the fiber network, which is the ultimate connectivity goal. In addition to leveraging the revenue from the wireless subscriptions, staff will seek grant funding to assist with the fiber infrastructure build-out.

Wireless Delivery Overview:

The Town has invested in wireless infrastructure to connect the Town's facilities. The Town operations only use approximately 15% of the bandwidth of this equipment. This leaves approximately 85% of the existing equipment's capability available for additional connectivity. By leveraging that remaining capability, the Town has provided residential wireless broadband service that provides an added value and meets a need in the community.

To adequately provide this service, the Town has partnered with Aspen Wireless, allowing the Town to collaborate on delivery, installation, and customer service roles. The initial phase of the partnership has shed light on what is truly needed to provide a successful internet service throughout the Town. Given this experience and ongoing research on other communities developing broadband services, below is a phased approach to continuing to build out the Town's broadband program.

Phase I: Leverage Existing Infrastructure. (ongoing)

Using existing infrastructure, the Town has invested in connecting all Town buildings and assets within Town limits. Staff are leveraging unused bandwidth to deliver broadband services to residents and businesses of Eagle.

Phase II: Growing Subscribers, Investing in the Future. (2024 and beyond)

As the Town's subscribers grow, the additional investments associated with setting up residential and business broadband customers will be offset. Staff recommends investing in system reliability and additional fiber optic runs to ensure reliable service and support long-term success. The Town can prioritize future connectivity by requiring co-trenching with other developments and investing in fiber infrastructure as opportunities arise throughout the year. This work will allow the Town to expand services and reach or leasing/selling access to the fiber network in the future.

Phase III: ROI and Reinvesting in the Community. (Projected 2028 and beyond)

Staff project that upon reaching approximately 150 subscribers, the broadband program revenues will cover basic operational costs. This timeline can be expedited with increased investment in on-premises equipment and marketing. Once the broadband service reaches the break-even point, the Town has several options to reinvest in the community, including reducing rates for low- or fixed-income accounts, offsetting the Town's broadband expenses for Town operations, and supporting smart city initiatives such as digital signage and free public Wi-Fi.

V. IMPLEMENTATION

Investment Snapshot

Option A – Wireless growth Rate 20 new subscribers per month

[Financial Projections & Funding Options TBD]

Option B – Goal is to obtain funding to hit the projected 800 subscribers as soon as possible.

[Financial Projections & Funding Options TBD]

VI. CONCLUSION & RECOMMENDATION

To ensure the broadband program has a strong foundation for future growth, staff recommends continuing to maximize the Town's existing infrastructure to provide wireless broadband to residential and business customers. By extending the service area to all areas within reach of existing connectivity and allocating appropriate resources to purchase customer equipment, the Town can recoup the initial set up costs even faster.

By allocating the budget and establishing policies that support co-trenching to lay fiber in conjunction with other development whenever possible, the Town will be better equipped to ensure quality, reliable service into the future, whether provided directly by the Town or another service provider. Alternatively, the Town could also forgo any fiber expansion until the broadband program generates additional revenue that can be reinvested in the fiber work. The risk associated with a delayed approach is that in 4 years, the Town may be too far behind to catch up with private industry providers' fiber networks and will have missed many opportunities for cost efficiencies by co-trenching.



To: Mayor and Town Council
From: Jenny Rakow, Town Clerk
Date: October 10, 2023

Agenda Item: Request for Motion to Cancel November 28 and December 26, 2023, Town Council Meetings.

REQUEST: Request for the council to consider a motion to cancel the November 28 and December 26, 2023 Town Council meetings due to the holidays on both weeks.

BACKGROUND: Typically, the council has canceled meetings during the Thanksgiving and Christmas holiday weeks. In the past, a special meeting was scheduled to accommodate any urgent items needing approval. Staff is currently unaware of any items needing approval. Any items that come up can be considered at a later time.

ANALYSIS: All current public hearings and known business items are scheduled for dates that do not include the proposed canceled meeting dates.

COMMUNITY INPUT: None required.

BUDGET / STAFF IMPACT: There are no staff or budget impacts with this request.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This is a housekeeping item.

RECOMMENDED ACTION OR PROPOSED MOTION: MOTION: to cancel the November 28 and December 26, 2023 Town Council meetings.

ATTACHMENTS: None