Town Council Work Session

ONLINE MEETING

MEETING STARTS AT 4:15 P.M.

Tuesday, November 17, 2020

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.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION - 4:15 PM

1. Meeting Access Via Zoom

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2021 BUDGET PRESENTATION AND DISCUSSION

1. 2020 Quarterly Financial Update
2. 2021 Proposed Budget
3. 2021 Proposed Pay Plan
4. 2021 Holiday Schedule

ADJOURN - 6:15 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 - TOEG – townofeagle2019

To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: November 17, 2020

Re: October 31, 2020 Budget to Actual Report

For this month's budget to actual report staff has included 2019 actuals, through October 31, for comparison purposes. This report also includes revised 2020 budget amounts. The columns that calculate the unearned/unexpended amount and percentage compared to budget are for collections/spending year to date (YTD) compared to the revised budget amounts. *Please note that this financial report was put together after the 11/17 draft budget was created; staff is aware that some revenue amounts already exceed budget. There are several revenues that staff could increase projections to with Council's approval.*

Below is a revenue analysis for any significant changes from YTD 2019 to YTD 2020. Staff considers a significant change to be a variance that is greater than $15,000 and 10%.

General Fund Revenues – Budget to Actual

- **Tax Revenue**
    - **Sales Tax:** Regular, marijuana, and tobacco sales tax YTD collections are approximately $1,079,255 or 27% above last year. With the revised 2020 projection we are currently at 84% of budget. Staff has not revised the projection since the beginning of October and is based on YTD collections and remaining flat through the end of the year. The YE projection is conservative; the Town could easily end the year with an additional $300,000 over the $6,100,000 projection. Regular sales tax is currently 23% over Prior Year (PY) due to increased spending in Eagle since residents have stayed at home more during 2020 compared to normal years. This has significantly increased our retail sales. Also, building construction is also significantly up for the year. Both Retail and Building sales have a component of online sales tax collection which began in July of 2019, but we have been receiving in 2020 for the entire year. *(Regular/Marijuana/tobacco sales taxes will be shown together until there are a few years of history until marijuana sales tax (sweet leaf sales tax) is not presented alone)*

    - **Franchise Tax:** Franchise tax is currently $16,883 above 2019 collections; this is solely due to Holy Cross collections in the 3rd quarter. In July 2020 Holy Cross was to begin collecting 4% instead of 3%, the additional 1% is earmarked for Broadband. The report received for 3rd quarter stated only 3% collected instead of 4%, Staff believes 4% was collected, however we still need to verify.

    - **Marketing Lodging Tax:** Lodging Tax revenues are down approximately $46,370 or (37%) from 2019, due to the economic impacts of COVID-19. There has been a pretty good increase since the July's financial report which showed lodging tax down 51% from PY. The revised 2020 projection we are currently at 109% of budget.

- **Intergovernmental Revenues**

  - **Highway User Tax:** There is a year over year decrease of 30% or $69,071. The decreased highway user taxes collected in 2020 is partially due to the pandemic and decreased driving. However, the other reason for the decrease is due to Senate Bill 18-001 enacted in 2018 for the 2019 and 2020 fiscal years. The State contributed $74.25M (2019) and $22.5M (2020) to counties and municipalities through the highway user tax fund. The Town's portion of the distribution was approximately $60K in 2019 and 29K in 2020.

  - **County Sales Tax:** YTD County sales tax received is 15% or approximately $20,000 over PY which is in line with the increase the Town has seen with regular sales tax revenues.

  - **Grants:** Currently the Town has collected $31,154 in grants for 2020, Staff is expecting $354,000 in general fund grants for 2020. Most grant collections are received closer to year-end or just after year end. See awarded grants below for 2020:

	Organization	Grant Name	Grant Amount
1	DOLA	Best & Brightest (EIAF08837)	$ 42,000
2	Colorado Tourism Office	OEDIT Tourism Grant	15,000
3	DOLA	Energy and Mineral Impact Assistance Progam (EIAF08709): Land Use Code Update	120,138
4	DOLA	Coronavirus Relief Funding	99,188
5	CO Dept of Public Health & Environment	Brownsfield Grant	77,675
		Total	$ 354,001

- **Charges for Service**

  - **Planning & Zoning Reimbursable:** The Town had significant P&Z reimbursable fees in 2019 due to Red Mountain Ranch and Reserve at Hocket Gulch, compared to 2020. This revenue is currently $24,653 or 21% below October 2019. P&Z reimbursable fees should match the Town's Reimbursable expenses in Community Development, which is currently about $30,000 less in 2020 compared to 2019.

  - **Facility Usage Fees:** Through October the Town's facility usage fees, which are mainly Pavilion and Studio rental fees, are down $53,000 (89%) from 2019. Staff is not expecting any additional revenues for this line item through YE.

  - **Sponsorship & Event Revenues:** This revenue is normally collected entirely in the first and second quarter of every year and is collected to fund Town produced events. YTD the Town has not collected any sponsorship or event revenues, which was expected with the cancelation of all Town produced events. As of October 2019, the Town had collected $28,571. Staff is not budgeting any collections for the remainder of 2020.

- **Fines & Forfeitures**

  - **Special Duty Reimbursable:** Special duty revenue is collected when officers work a special duty shift. A special duty shift could be for Click it or Ticket duty, DUI duty, Vail Pass Chain Law duty or special events contracted through other local organizations. When they work these shifts the Town is reimbursed for most of the wages paid to officers. The Town has collected $4,720 compared to $20,473 in 2019, a $15,753 decrease. Due to COVID there have been far less special duty opportunities for officers in 2020.

- **Miscellaneous Revenue**
  - **Interest & Penalties:** Most of the Town's funds are held In COLOTRUST. In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate has reduced significantly month over months and is currently at 0.15%. We are currently down $45,000 (59%) in interest collection YTD.

  - **Information Center Revenues:** Since the Town discontinued the retail side of the information center, we are down approximately $103,000 in information center revenues, which was expected. This amount is offset by the Town has reducing our info center expenses by $91,000 through October 2020.

  - **Sales of Fixed Assets:** The Town did not have any sales of fixed assets in 2019 and have sold serval vehicles for a total of $35,751 in 2020.

  - **Insurance Proceeds:** The Town has collected $53,129 in insurance proceed collections YTD for a couple different accidents this year in which cross walks, light poles, round abouts, and guard rails have been damaged. The Town repairs the damage and we are then reimbursed by CIRSA or another insurance company. The Town must budget for both the revenue and the expense.

<u>Capital Improvement Fund Revenue– Budget to Actual</u>

- **Capital Improvement Interest (all interest accounts):** In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate has reduced significantly month over months and is currently at 0.15%. We are currently down $60,000 (62%) in interest collection YTD.

- **Public Safety Impact Fees:** YTD the Town has collected $27,112 in public safety impact fees. This is a fee that was implemented in the Fall of 2019. No fees were collected in 2019.

- **Use Tax:** Use Tax collections are currently $87,633 or 33% greater than 2019 collections YTD. Contractors have continued to move forward on projects and homeowners have taken this time to work on home projects which has had positive impact on Town revenues. Currently the Town has collected $50,000 over the revised budget for 2020.

<u>Sales Tax Capital Improvement Fund – Budget to Actual</u>

- **Sales Tax:** sales tax YTD collections are approximately $113,000 or 23% above last year. With the revised 2020 projection we are currently at 88% of budget. Staff has not revised the projection since the beginning of October and is based on YTD collections and remaining flat through the end of the year. The YE projection is conservative. Sales tax has increased since residents have stayed at home during 2020 compared to normal years, which has significantly increased our retail sales. Also, building construction is also significantly up for the year. Both Retail and Building sales have a component of online sales tax collection which began in July of 2019, but we have been receiving in 2020 for the entire year.

- **Grants:** The Town collection a one-time $350,000 GOCO grant in 2019 for the River Park and we are not expecting any grants in 2020.

<u>Enterprise Fund Revenues – Budget to Actual</u>

- **Water Fund**

  - **Water Sales (In/out of Town):** YTD the Town has collected approximately $523,000 or 17% over PY through October. Over the last couple years, although we have been increasing rates the Town has not been showing significant increases in revenues due to conservation and summers that are not as dry as our current summer. This is an extremely dry year and our revenues are up because of it. Staff's revised projection is $3,500,000 for in Town and $513,000 for out of Town use.

- **Water Materials & Other:** These fees are mainly meter fees collected for new or redeveloped construction. Currently we are $40,000 or 84% over 2019 collections through October.

- **Plant Investment Fees:** YTD water plant investment fees are up $198,000 (40%) over 2019. This is mainly due to the collection of fees for Broadway Station or Talon Flats which were approximately $289,000 for the two projects. The Town has currently collected $83,000 over revised budget.

- **Water Fund Interest (all acct):** In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate has reduced significantly month over months and is currently at 0.15%. We have also significantly decreased our fund balance due to the spending on the LBWTP. We are currently down $176,500 (71%) in interest collection YTD.

- **Waste Water Fund:**

  - **Wastewater Fund Interest:** In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate has reduced significantly month over months and is currently at 0.15%. We are currently down $15,715 (29%) in interest collection YTD.

  - **Insurance Proceeds:** In 2019 the Town collected approximately $314,000 to assist paying for replacing the waste water plant roof which cost $373,000. Staff is not expecting any insurance proceeds for 2020.

Open Space Fund Revenues – Budget to Actual

- **Lodging Tax:** Lodging Tax revenues are down approximately $46,370 or (37%) from 2019, due to the economic impacts of COVID-19. There has been a pretty good increase since the July's financial report which showed lodging tax down 51% from PY. The revised 2020 projection we are currently at 109% of budget.

TOWN OF EAGLE - GENERAL FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED	% TO REVISED BUDGET
TAX REVENUE						
General Property	$ 310,436	$ 333,323	$ 336,326	$ 336,326	$ 3,003	99%
Specific Ownership	12,503	12,457	14,700	16,500	4,043	75%
Sales Tax /Special Marijuana Sales Tax	4,050,589	5,129,814	4,733,613	6,110,000	980,186	84%
Severance Tax	344	516	200	516	(0)	100%
Federal Mineral Tax	241	261	200	200	(61)	131%
Franchise Tax	103,250	120,133	220,000	210,000	89,867	57%
Marketing Lodging Tax	125,946	79,576	143,820	73,000	(6,576)	109%
TOTAL TAX REVENUE	$ 4,603,309	$ 5,676,081	$ 5,448,859	$ 6,746,542	1,070,461	84%
LICENSE & PERMIT REVENUE						
Business Licenses	$ 35,975	$ 32,084	$ 28,000	$ 31,500	$ (584)	102%
Liquor Licenses	6,773	5,075	6,000	4,800	(275)	106%
Tobacco & Marijuana Licenses	4,150	9,750	4,000	9,750	-	100%
Marketing Fee - License	4,690	3,480	8,000	3,860	380	90%
Building Permits	258,755	266,424	223,000	275,000	8,576	97%
Electrical Permits	24,324	31,922	25,000	30,000	(1,922)	106%
Road Cut Permits	965	7,700	500	6,850	(850)	112%
Sign Permits	150	650	300	300	(350)	217%
Special Event Permits	100	100	500	100	-	100%
TOTAL LICENSE & PERMIT REVENUE	$ 335,882	$ 357,184	$ 295,300	$ 362,160	$ 4,976	99%
INTERGOVERNMENTAL REVENUE						
Motor Vehicle License Fee	$ 23,870	$ 25,140	$ 30,000	$ 30,000	$ 4,860	84%
Highway Users Tax	234,043	164,972	234,305	215,303	50,331	77%
Cigarette Tax	8,150	6,283	11,000	6,283	0	100%
Road & Bridge Fund	84,472	99,908	83,000	97,800	(2,108)	102%
County Sales Tax	134,971	155,670	149,247	193,000	37,330	81%
Grants	-	31,154	95,000	354,000	322,846	9%
Intergovernmental Contributions	-	-	150,000	-	-	-
TOTAL INTERGOVERNMENTAL REVENUE	$ 485,505	$ 483,126	$ 752,552	$ 896,386	$ 413,260	54%
CHARGES FOR SERVICES						
Planning & Zoning Fees	$ 14,368	$ 17,219	$ 15,000	$ 20,000	$ 2,781	86%
Planning & Zoning Reimbursable	115,551	90,898	100,000	100,000	9,102	91%
Facility Usage Fees	60,249	6,789	53,550	7,250	461	94%
Facility Usage Deposits	3,032	-	-	-	-	-
Planning Contributions-Developers	-	-	100,000	-	-	-
Sponsorship & Event Revenue	28,571	-	22,000	-	-	-
TOTAL CHARGES FOR SERVICES	$ 221,771	$ 114,906	$ 290,550	$ 127,250	$ 12,344	90%
FINES & FORFEITURES						
Fines & Forfeits	$ 36,652	$ 35,516	$ 45,000	$ 42,800	$ 7,284	83%
Police Surcharge	1,440	2,773	3,000	3,000	227	92%
Police Miscellaneous	3,197	1,285	2,000	1,200	(85)	107%
Police Grants	19,869	20,156	35,862	22,000	1,844	92%
Special Duty Reimbursable	20,473	4,720	40,000	35,000	30,280	13%
Charitable Organization Fee	135	-	400	-	-	-
TOTAL FINES & FORFEITURES	$ 81,766	$ 64,449	$ 126,262	$ 104,000	$ 39,551	62%
MISCELLANEOUS REVENUE						
Interest & Penalties Total	$ 119,518	$ 39,133	$ 100,000	$ 41,105	$ 1,972	95%
Information Center Total	110,754	7,800	-	7,800	(0)	100%
Rental Income	13,220	14,906	15,600	15,600	694	96%
Sales of Fixed Assets	-	35,751	-	24,651	(11,100)	145%
Insurance Proceeds	-	53,129	-	53,129	0	100%
Other Miscellaneous Revenue Total	12,522	26,429	75,000	19,566	(6,863)	135%
TOTAL MISCELLANEOUS REVENUE	$ 256,014	$ 177,147	$ 190,600	$ 161,851	$ (15,296)	109%

TOWN OF EAGLE - GENERAL FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED	% TO REVISED BUDGET
TRANSFERS FROM OTHER FUNDS						
Water Fund	$ -	$ -	$ -	$ -	$ -	-
Wastewater Fund	-	-	-	-	-	-
Capital Improvements Fund (Devolution)	-	-	-	95,641	95,641	0%
Refuse Fund	-	-	16,281	20,000	20,000	0%
TOTAL TRANSFERS FROM OTHER FUNDS	$ -	$ -	$ 16,281	$ 115,641	$ 115,641	0%
TOTAL GENERAL FUND REVENUES	$ 5,984,246	$ 6,872,893	$ 7,120,404	$ 8,513,830	$ 1,640,937	81%

EXPENDITURES

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEXPENDED	% TO BUDGET
TOWN BOARD	$ -	$ 107,061	$ 111,281	$ 141,622	$ 4,220	96%
GENERAL GOVERNMENT	348,966	344,527	433,328	400,589	88,801	80%
GENERAL ADMINISTRATION	496,236	445,869	682,373	638,913	236,504	65%
COMMUNITY DEVELOPMENT	692,167	606,002	1,025,330	1,003,587	419,328	59%
STREETS	1,028,537	700,778	1,550,839	1,589,028	850,061	45%
ENGINEERING	216,117	137,919	255,724	224,841	117,805	54%
BUILDINGS & GROUNDS	552,177	557,169	763,681	785,634	206,512	73%
PUBLIC SAFETY	1,239,335	1,298,537	2,061,530	2,068,448	762,993	63%
MUNICIPAL COURT	49,536	54,322	84,110	82,942	29,788	65%
INFORMATION CENTER	115,675	24,573	43,739	36,906	19,166	56%
MARKETING & EVENTS	225,948	119,807	345,953	210,655	226,146	35%
TRANSFERS TO OTHER FUNDS	-	-	730,000	2,230,000	730,000	0%
TOTAL GENERAL FUND EXPENDITURES	$ 4,964,697	$ 4,396,563	$ 8,087,888	$ 9,413,165	$ 3,691,325	54%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 1,019,550**	**$ 2,476,330**	**$ (967,484)**	**$ (899,335)**	**$ (2,050,389)**	**-256%**

TOWN OF EAGLE - WATER FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
Debt Service Surcharge	$ 384,080	$ 385,700	$ 471,600	$ 461,900	$ 76,200	84%
Water Sales - In Town	2,718,768	3,179,544	3,136,102	3,500,000	320,456	91%
Water Sales - Out Of Town	405,042	467,310	471,097	513,000	45,690	91%
Water Materials & Other	48,024	88,500	30,000	75,000	(13,500)	118%
Plant Investment Fees (Tap Fees)	500,792	699,483	275,000	616,000	(83,483)	114%
Water Rights	-	953,750	950,000	953,750	-	100%
Water Fund Interest	248,711	72,878	120,000	75,000	2,122	97%
Water Rights Interest	1,401	680	900	520	(160)	131%
Grants	15,740	-	-	-	-	-
Service Charge	16,446	8,555	8,000	10,000	1,445	86%
Reimbursable Income	-	1,256	-	-	(1,256)	-
TOTAL WATER FUND REVENUE	$ 4,339,003	$ 5,857,655	$ 5,462,699	$ 6,205,170	$ 347,515	94%
EXPENDITURES						
TOTAL WATER FUND EXPENDITURES	$ 9,328,169	$ 11,938,127	$ 20,924,183	$ 17,395,134	$ 5,457,007	69%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ (4,989,166)**	**$ (6,080,472)**	**$ (15,461,484)**	**$ (11,189,964)**	**$ (5,109,492)**	**54%**

TOWN OF EAGLE - WASTEWATER FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
Wastewater Sales	$ 2,157,038	$ 2,281,800	$ 2,593,080	$ 2,716,000	$ 434,200	84%
Wastewater Plant Investment Fees (Tap Fees)	549,750	554,000	300,000	550,000	(4,000)	101%
Wastewater Interest	53,932	38,218	20,000	40,755	2,537	94%
Miscellaneous	5,753	61	-	60	(1)	101%
Insurance Proceeds	314,444	-	-	-	-	-
TOTAL WASTEWATER FUND REVENUE	$ 3,080,918	$ 2,874,079	$ 2,913,080	$ 3,306,815	$ 432,736	87%
EXPENDITURES						
TOTAL WASTEWATER FUND EXPENDITURES	$ 2,110,297	$ 1,827,614	$ 2,980,748	$ 2,801,376	$ 973,762	65%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 970,621**	**$ 1,046,464**	**$ (67,668)**	**$ 505,439**	**$ (541,025)**	**207%**

TOWN OF EAGLE - REFUSE FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
Trash Fees	$ 475,162	$ 485,542	$ 583,478	$ 583,478	$ 97,936	83%
Yardwaste Fees	33,615	10,162	39,481	10,125	(37)	100%
Admin Fee	16,748	21,313	20,509	25,500	4,187	84%
Interest	4,976	1,657	3,000	1,725	68	96%
Eagle County Reimbursable	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Service Charge	-	-	-	-	-	-
Gain/Loss On Equip Disp	-	-	-	-	-	-
TOTAL REFUSE FUND REVENUE	$ 530,501	$ 518,674	$ 646,468	$ 620,828	$ 102,154	84%
EXPENDITURES						
TOTAL REFUSE FUND EXPENDITURES	$ 440,960	$ 450,645	$ 638,414	$ 643,091	$ 192,446	70%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 89,541**	**$ 68,030**	**$ 8,054**	**$ (22,263)**	**$ (90,293)**	**-306%**

TOWN OF EAGLE - CAPITAL IMPROVEMENTS FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
Capital Improvements Interest	$ 57,387	$ 22,295	$ 60,000	$ 23,000	$ 705	97%
Community Enhancement Interest	3,460	1,232	2,000	1,100	(132)	112%
Devolution & Transportation Interest	34,840	12,404	32,000	11,500	(904)	108%
Community Enhancement Fund	-	-	44,500	47,000	47,000	0%
Public Safety Impact Fees	-	27,112	668,000	34,830	7,718	78%
Street Impact Fees	32,498	39,625	1,316,465	44,454	4,829	89%
Use Tax	263,079	350,712	250,000	300,000	(50,712)	117%
Transfer From General Fund	-	-	730,000	2,230,000	2,230,000	0%
Grants	4,000	-	-		-	-
TOTAL CAPITAL IMPROVEMENTS FUND REVENUE	$ 395,265	$ 453,379	$ 3,102,965	$ 2,691,884	2,238,505	17%
EXPENDITURES						
TOTAL CAPITAL IMPROVEMENT FUND EXPENDITURES	$ 278,750	$ 497,945	$ 643,284	$ 795,113	297,168	63%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 116,515**	**$ (44,566)**	**$ 2,459,681**	**$ 1,896,771**	**1,941,337**	**-2%**

TOWN OF EAGLE - SALES TAX CAPITAL IMPROVEMENTS FUND (STCIF)
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
SALES TAX	$ 499,323	$ 612,664	$ 585,836	$ 700,000	$ 87,336	88%
GRANTS	350,000	-	11,000	-	-	-
INTEREST - COLOTRUST	20,860	6,101	8,000	6,250	149	98%
INTEREST - PROJECT FUND	8,410	-	10,000	-	-	-
TOTAL STCIF REVENUE	$ 878,593	$ 618,765	$ 614,836	$ 706,250	87,485	88%
EXPENDITURES						
TOTAL STCIF EXPENDITURES	$ 1,377,873	$ 137,630	$ 551,774	$ 352,460	214,830	39%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ (499,280)**	**$ 481,135**	**$ 63,062**	**$ 353,790**	**(127,345)**	**136%**

TOWN OF EAGLE - OPEN SPACE FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	BUDGET	REVISED BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
LODGING TAX	$ 125,946	$ 79,576	$ 143,820	$ 73,000	$ (6,576)	109%
PENALTY & INTEREST	741	1,085	-	-	(1,085)	-
OPEN SPACE INTEREST	6,142	2,336	3,000	2,500	164	93%
MISCELLANEOUS	500	-	-	500	-	0%
TOTAL OPEN SPACE FUND REVENUE	$ 133,330	$ 82,997	$ 146,820	$ 76,000	$ (6,997)	109%
EXPENDITURES						
TOTAL OPEN SPACE FUND EXPENDITURES	$ 74,704	$ 70,965	$ 205,527	$ 107,113	$ 36,148	66%
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 58,626**	**$ 12,032**	**$ (58,707)**	**$ (31,113)**	**$ (43,145)**	-39%

TOWN OF EAGLE - CONSERVATION TRUST FUND
REVENUES WITH COMPARISON TO BUDGET
FOR THE PERIOD ENDING OCTOBER 31, 2020

	PERIOD ENDING 10/31/2019	YTD ACTUAL	ORIGINAL 2020 BUDGET	REVISED 2020 BUDGET	UNEARNED/ UNEXPENDED	% TO REVISED BUDGET
REVENUES						
LOTTERY PROCEEDS	$ 31,181	$ 26,461	$ 33,785	$ 33,785	$ 7,324	78%
CONSERVATION TRUST INTEREST	1,488	573	1,200	640	67	89%
TOTAL CONSERVATION TRUST FUND REVENUE	$ 32,669	$ 27,034	$ 34,985	$ 34,425	$ 7,391	79%
EXPENDITURES						
TOTAL CONSERVATION TRUST FUND EXPENDITURES	$ 25,000	$ -	$ 35,000	$ -	$ -	-
NET REVENUES OVER(UNDER) EXPENDITURES	**$ 7,669**	**$ 27,034**	**$ (15)**	**$ 34,425**	**$ 7,391**	**79%**

To:	Mayor and Town Council
From:	Brandy Reitter, Town Manager Jill Kane, Finance Director
Date:	November 17, 2020
Re:	Budget Work Session Discussion

REQUEST: Staff is requesting that Council:

1. Review the updated 2020/2021 draft budget and changes that have been made since the last draft
2. Provide feedback on Capital Improvements Plan
3. Provide feedback on policy discussion items regarding transfers, tobacco tax revenue, and fund balance

ANALYSIS:

Council Comments/Questions Received for work session discussion – Please review the feedback below and keep in mind while reviewing the remainder of the memo.

From David Gaboury:

- Annual transfer to Capital Improvement Fund - I would like to discuss a one-time transfer to the Open Space Fund and wait on committing Tobacco Tax or other funds in 2021 budget until the staff and committee get up to speed and develop their needs. The 2020 budget surplus and related transfer substantially exceeds the original budget, so we have some real flexibility.

    - Mountain Recreation is initiating a major funding drive and I understand they will be looking to Eagle as a partner (i.e., contribution). Do we have or should we have something in the budget for this?

- Tobacco Tax - we briefly discussed donating 10% or about $70 to $80k to cessation programs. I would like to revisit this topic. The purpose of the tax was to raise revenue to the General fund and our core services. I think a more modest about of about $25k is more appropriate.

- Capital Improvements - I would like to see us expedite the landscaping of the area by Alpine Lumber to complete in 2021. I have specifically heard from realtors and developers about how much of an eye sore this is and how it detracts from the town's image.

- *Economic Development* - The EVC is ramping up and gaining momentum. We will be standing up and moving forward with the DDA. In anticipation of their support needs we should add a line item in the budget. I am thinking $75 to $100k.

Changes in the 2020/2021 Proposed Budget – Staff has attached the revised draft budget and a list of additional changes since the draft budget received on November 3rd. Staff would like to receive consensus from the Council on all the changes, but specifically the following additions to the 2021 budget:

- $15,000 increase to the Open Space Fund for a BMX Starting Gate
- $50,000 increase to the General Fund for a Downtown Development Plan that will be partially funded by a $25,000 grant
- $14,100 increase to the General Fund for short term rental management software *($9,600 for ongoing software and $4,500 for a one-time set-up cost)*

Capital Improvement Plan – Staff has attached a revised draft of the 2021-2025 Capital Improvements Plan. Staff has made the following changes to 2021:

- *$5,000 increase in the Water Fund for Capitol Street Water Line for minor revegetation, cleanup, and incidentals in the Spring for the project that began in 2020.*
- *$5,000 increase in the Wastewater Fund for Capitol Street Wastewater Line for minor revegetation, cleanup, and incidentals in the Spring for the project that began in 2020.*
- *$15,000 increase in Open Space Fund for a BMX Track Starting Gate.*

Town-wide capital spending for the next five years is projected to be **$59,079,807.** Below is a summary of the revised 2021-2025 CIP:

Capital Improvement Plan Summary	2021	2022	2023	2024	2025	TOTAL
Capital Improvements Fund Total	879,486	906,307	5,010,000	16,315,000	850,000	23,960,793
General Fund - Streets Total	600,000	650,000	700,000	700,000	700,000	3,350,000
Fleet Total	541,596	554,881	522,732	282,717	452,020	2,353,946
Water Fund Total	5,027,533	4,242,909	1,530,000	4,278,693	3,775,000	18,854,135
Waste Water Fund Total	235,000	1,523,933	1,100,000	1,075,000	2,250,000	6,183,933
Stormwater Fund Total	-	-	-	200,000	250,000	450,000
Sales Tax Capital Improvement Fund Total	217,000	550,000	590,000	1,265,000	740,000	3,362,000
Conservation Trust Fund Total	-	120,000	-	-	-	120,000
Open Space Total	25,000	30,000	60,000	230,000	100,000	445,000
Grand Total	**$ 7,525,615**	**$ 8,578,030**	**$ 9,512,732**	**$ 24,346,410**	**$ 9,117,020**	**$ 59,079,807**

POLICY DISCUSSION ITEMS:

Fund balance Policy Discussion – In 2020 the Council increased the General Fund unassigned fund balance policy from 20% of operating expenses (not including transfers) to 25% of operating revenues. This increase has given the Staff and the Town comfort during these current uncertain times.

- Should unassigned Fund balance remain at 25% or be increased or decreased?
- Should the amount above 25% be transferred to the Capital Improvement Fund or other funds?

Staff Recommendation – Remain at a 25% unassigned fund balance in the general fund and transfer all amounts above that to the Capital Improvements fund. (Further explanation on this recommendation will follow the Capital Improvement Fund discussion)

Capital Improvement Fund Projection and Annual Transfers from the General Fund Policy Discussion – Capital Improvement Fund spending for the next 5 years is projected to be **$23,960,793** (not including fleet). Currently Staff is projecting a 2021 YE fund balance of approximately **$8,000,000.**

Below is a projection of the Capital Improvement fund through 2025. The projection below assumes a 10% increase in Capital Improvement Fund revenues, as well as, a significant transfer of $1.5M annually from the General Fund on an annual basis starting in 2022. You can see in 2024, the year in which we have the Grand Avenue project proposed, the Town shows a negative fund balance. In reality, this shows the potential debt service the Town may need to take on for the project. Adjustments to projected transfers from the general fund will increase or decrease the amount of debt service required in the future.

CAPITAL IMPROVEMENTS FUND:	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
BEGINNING FUND BALANCE	**$ 4,713,587**	**$ 4,865,013**	**$ 5,024,966**	**$ 6,921,737**	**$ 8,049,905**	**$ 8,813,892**	**$ 5,578,853**	**$ (8,641,403)**
REVENUES	573,991	2,372,965	461,884	659,250	725,175	797,693	877,462	965,208
TRANSFERS-IN FROM OTHER FUNDS	350,000	730,000	2,230,000	1,890,000	1,500,000	1,500,000	1,500,000	1,500,000
EXPENDITURES	(612,612)	(593,284)	(699,472)	(1,421,082)	(1,461,188)	(5,532,732)	(16,597,717)	(1,302,020)
TRANSFERS-OUT TO OTHER FUNDS	-	(50,000)	(95,641)	-	-	-	-	-
ENDING FUND BALANCE	**$ 5,024,966**	**$ 7,324,694**	**$ 6,921,737**	**$ 8,049,905**	**$ 8,813,892**	**$ 5,578,853**	**$ (8,641,403)**	**$ (7,478,215)**

Annual Transfer from General Fund to Capital Improvements Fund and other funds:

- How much should the Town contribute towards the Grand Avenue Project annually?
- How much should the Town contribute toward other Capital Improvement Fund projects annually?
- Should the Town be contributing annually to the Open Space Fund from the General Fund?

Staff Recommendation: Transfer at least $1,500,000 annually to the Capital Improvement Fund designating $1,000,000 toward the Grand Ave Project and at least $500,000 for other Capital Improvements fund projects.

Staff recommends holding off on making any contribution to the open space fund until it is needed. Currently there is a projected ending fund balance in 2021 of 154,152. With the passage of the ballot language which increased lodging tax revenues to 6% of sales, there will be additional revenue coming into the Open Space fund starting at the beginning of the year. Since the Town is moving forward with a full time Open Space Manager, operating expenses will be increased by about $100,000 at year. In the next few years, it is likely that the Town will need to subsidize the Open Space fund with General Fund revenues, however we recommend only transferring what is required on an annual basis. The Town will continue to try to partner with other organizations to implement future Open Space projects. The higher the fund balance maintained in Open Space might deter future contributions from other local partners.

Tobacco Tax Use Policy Discussion – During prior budget discussion this year the Council has discuss several options for the new tobacco tax that the Town began to receive in July 2020. We would like to get concensus on the use up Tobacco tax:

- Keep in General Fund which can be used towards a School resource officer
- Donating 10% (approximately $70,000) toward cessation programs
- Transfer an amount to Open Space Fund to provide additional funding source to cover operating expense

Staff Recommendation: Keep the tobacco tax in the General Fund to support our core services as stated in the ballot language. Funds can then be used to have a full time School Resource Officer in the future.

Budget Schedule

December 8th – Public Hearing on the Budget

- Adopt 2021 Budget
- Adopt Mill Levy
- Approve appropriation of the 2021 budget
- Approve revised appropriation of the 2020 budget
- Allocate MEAC and Community Requests 2021 Funding

ATTACHMENTS:

- 2020/2021 Budget – Draft 11/3/2020
- List of budget adjustments since the last draft
- Capital Improvements Plan – Draft 11/17/2020

BUDGET - ALL FUNDS SUMMARY

GENERAL FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 3,370,971**	**$ 3,188,090**	**$ 4,445,369**	**$ 3,546,034**
REVENUES	7,522,117	7,104,123	8,398,189	8,735,227
TRANSFERS-IN FROM OTHER FUNDS	16,120	16,281	115,641	20,000
EXPENDITURES	(6,113,838)	(7,357,888)	(7,183,165)	(7,893,389)
TRANSFERS-OUT TO OTHER FUNDS	(350,000)	(730,000)	(2,230,000)	(1,900,000)
ENDING FUND BALANCE	**$ 4,445,369**	**$ 2,220,606**	**$ 3,546,034**	**$ 2,507,872**

WATER FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 32,359,003**	**$ 23,308,375**	**$ 24,360,097**	**$ 13,170,133**
REVENUES	4,904,137	5,462,699	6,205,170	5,177,020
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(12,903,043)	(20,924,183)	(17,395,134)	(8,311,208)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ 24,360,097**	**$ 7,846,891**	**$ 13,170,133**	**$ 10,035,945**

WASTE WATER FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 5,202,445**	**$ 5,779,337**	**$ 6,362,271**	**$ 6,867,710**
REVENUES	3,549,909	2,913,080	3,306,815	3,691,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(2,390,083)	(2,980,748)	(2,801,376)	(2,647,923)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ 6,362,271**	**$ 5,711,669**	**$ 6,867,710**	**$ 7,910,787**

REFUSE FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 224,990**	**$ 224,990**	**$ 255,570**	**$ 233,307**
REVENUES	635,163	646,468	620,828	667,750
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(588,463)	(622,133)	(623,091)	(640,899)
TRANSFERS-OUT TO OTHER FUNDS	(16,120)	(16,281)	(20,000)	(20,000)
ENDING FUND BALANCE	**$ 255,570**	**$ 233,044**	**$ 233,307**	**$ 240,158**

STORMWATER FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**
REVENUES	-	103,000	-	106,000
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	-	(83,000)	-	(106,000)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ -**	**$ 20,000**	**$ -**	**$ -**

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BUDGET - ALL FUNDS SUMMARY (continued)

CAPITAL IMPROVEMENTS FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 4,713,587**	**$ 4,865,013**	**$ 5,024,966**	**$ 6,921,737**
REVENUES	573,991	2,372,965	461,884	659,250
TRANSFERS-IN FROM OTHER FUNDS	350,000	730,000	2,230,000	1,890,000
EXPENDITURES	(612,612)	(593,284)	(699,472)	(1,421,082)
TRANSFERS-OUT TO OTHER FUNDS	-	(50,000)	(95,641)	-
ENDING FUND BALANCE	**$ 5,024,966**	**$ 7,324,694**	**$ 6,921,737**	**$ 8,049,905**

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

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 1,319,247**	**$ 432,961**	**$ 709,163**	**$ 1,062,953**
REVENUES	1,007,234	614,836	706,250	725,200
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(1,617,317)	(551,774)	(352,460)	(553,976)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ 709,163**	**$ 496,023**	**$ 1,062,953**	**$ 1,234,177**

CONSERVATION TRUST FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 59,679**	**$ 69,664**	**$ 75,692**	**$ 110,117**
REVENUES	41,013	34,985	34,425	32,300
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(25,000)	(35,000)	-	(30,000)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ 75,692**	**$ 69,649**	**$ 110,117**	**$ 112,417**

OPEN SPACE PRESERVATION FUND:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 263,867**	**$ 276,844**	**$ 325,989**	**$ 294,876**
REVENUES	151,867	146,820	76,000	84,600
TRANSFERS-IN FROM OTHER FUNDS	-	-	-	-
EXPENDITURES	(89,745)	(205,527)	(107,113)	(225,324)
TRANSFERS-OUT TO OTHER FUNDS	-	-	-	-
ENDING FUND BALANCE	**$ 325,989**	**$ 218,137**	**$ 294,876**	**$ 154,152**

TOTAL - ALL FUNDS:

	2019 ACTUAL	2020 BUDGET	2020 REVISED	2021 BUDGET
BEGINNING FUND BALANCE	**$ 47,513,789**	**$ 38,145,274**	**$ 41,559,117**	**$ 32,206,867**
REVENUES	18,385,430	19,398,976	19,809,561	19,878,347
TRANSFERS-IN FROM OTHER FUNDS	366,120	746,281	2,345,641	1,910,000
EXPENDITURES	(24,340,102)	(33,353,537)	(29,161,811)	(21,829,801)
TRANSFERS-OUT TO OTHER FUNDS	(366,120)	(796,281)	(2,345,641)	(1,920,000)
ENDING FUND BALANCE	**$ 41,559,117**	**$ 24,140,713**	**$ 32,206,867**	**$ 30,245,413**

GENERAL FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR: TABOR RESERVE	**$ 186,500**	**$ 199,650**	**$ 190,500**	**$ 211,406**	**11%**	**$ 20,906**
NON-SPENDABLE: 1	**195,309**	**195,309**	**223,825**	**219,000**	**-2%**	**(4,825)**
UNASSIGNED FUND BALANCE:	**2,989,162**	**2,793,131**	**4,031,045**	**3,115,628**	**-23%**	**(915,416)**
TOTAL FUND BALANCES (Beginning)	**$ 3,370,971**	**$ 3,188,090**	**$ 4,445,369**	**$ 3,546,034**	**-20%**	**$ (899,335)**
REVENUE						
Taxes	5,734,133	5,448,859	6,746,542	7,322,242	9%	575,700
Licenses and Permits	405,978	295,300	362,160	467,740	29%	105,580
Intergovernmental Revenue	666,394	752,552	896,386	574,045	-36%	(322,341)
Charges for Services	286,461	290,550	127,250	233,100	83%	105,850
Fines & Forfeitures	99,151	126,262	104,000	94,000	-10%	(10,000)
Misc. Revenues	329,999	190,600	161,851	44,100	-73%	(117,751)
Transfers from Other Funds						
From Refuse	16,120	16,281	20,000	20,000	0%	-
From Capital Improvements	-	-	95,641	-	0%	(95,641)
TOTAL REVENUE	**$ 7,538,237**	**$ 7,120,404**	**$ 8,513,830**	**$ 8,755,227**	**3%**	**$ 241,397**
TOTAL SOURCES	**$ 10,909,208**	**$ 10,308,494**	**$ 12,959,199**	**$ 12,301,261**	**-5%**	**$ (657,938)**
EXPENDITURES						
Town Board	-	111,281	141,622	122,918	-13%	(18,704)
General Government	442,036	433,328	400,589	435,259	9%	34,670
General Administration	589,478	682,373	638,913	788,154	23%	149,241
Community Development	836,103	1,025,330	1,003,587	1,029,557	3%	25,970
Streets	1,187,519	1,550,839	1,589,028	1,600,165	1%	11,137
Engineering	238,149	255,724	224,841	294,525	31%	69,684
Buildings & Grounds	676,880	763,681	785,634	936,325	19%	150,691
Public Safety	1,642,487	2,061,530	2,068,448	2,170,642	5%	102,194
Municipal Court	64,011	84,110	82,942	83,586	1%	644
Information Center	144,954	43,739	36,906	50,794	38%	13,888
Marketing & Events	292,221	345,953	210,655	381,464	81%	170,809
TOTAL EXPENIDTURES	**$ 6,113,838**	**$ 7,357,888**	**$ 7,183,165**	**$ 7,893,389**	**10%**	**$ 710,224**
TRANSFERS TO OTHER FUNDS						
Transfer to Capital Improvements Fund	350,000	730,000	2,230,000	1,900,000	-15%	(330,000)
TOTAL TRANSFERS TO OTHER FUNDS	**$ 350,000**	**$ 730,000**	**$ 2,230,000**	**$ 1,900,000**	**-15%**	**$ (330,000)**
TOTAL EXPENDITURES & TRANSFERS	**$ 6,463,838**	**$ 8,087,888**	**$ 9,413,165**	**$ 9,793,389**	**4%**	**$ 380,224**
FUND BALANCES (Ending):						
RESTRICTED FOR: TABOR RESERVE	**190,500**	**213,537**	**211,406**	**231,162**	**9%**	**19,756**
NON-SPENDABLE: 1	**223,825**	**168,600**	**219,000**	**219,000**	**0%**	**-**
UNASSIGNED FUND BALANCE:	**4,031,045**	**1,838,469**	**3,115,628**	**2,057,710** 2	**-34%**	**(1,057,918)**
TOTAL FUND BALANCES (Ending)	**$ 4,445,369**	**$ 2,220,606**	**$ 3,546,034**	**$ 2,507,872**	**-29%**	**$ (1,038,162)**

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 Ending 2021 budgeted unassigned fund balance is 26.07% of total expenditures not including transfers to other funds

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GENERAL FUND

REVENUE SOURCES

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
TAXES							
10-431-10	General Property Tax	$ 311,639	$ 336,326	$ 336,326	$ 353,142	5%	$ 16,816
10-431-20	Specific Ownership Tax	16,811	14,700	16,500	16,500	0%	$ -
10-431-30/31	Sales Tax	5,053,778	4,733,613	6,110,000	6,658,000	9%	548,000
10-431-44	Severance Tax	344	200	516	350	-32%	(166)
10-431-45	Federal Mineral Tax	241	200	200	250	25%	50
10-431-50	Franchise Tax	207,654	220,000	210,000	210,000	0%	-
10-431-60	Marketing Lodging Tax	143,666	143,820	73,000	84,000	15%	11,000
	TOTAL TAXES	**$ 5,734,133**	**$ 5,448,859**	**$ 6,746,542**	**$ 7,322,242**	**9%**	**$ 575,700**
LICENSES & PERMITS							
10-432-10	Business Licenses	$ 38,885	$ 28,000	$ 31,500	$ 32,000	2%	$ 500
10-432-12	Liquor Licenses	7,226	6,000	4,800	4,800	0%	-
10-432-13	Marijuana Licenses	4,150	4,000	9,750	4,000	-59%	(5,750)
10-432-15	Marketing Fee	10,290	8,000	3,860	5,240	36%	1,380
10-432-20	Building Permits	314,893	223,000	275,000	384,000	40%	109,000
10-432-27	Electrical Permits	29,319	25,000	30,000	34,000	13%	4,000
10-432-30	Road Cut Permits	965	500	6,850	2,800	-59%	(4,050)
10-432-35	Sign Permits	150	300	300	650	117%	350
10-432-40	Special Event Permits	100	500	100	250	150%	150
	TOTAL LICENSES & PERMITS	**$ 405,978**	**$ 295,300**	**$ 362,160**	**$ 467,740**	**29%**	**$ 105,580**
INTERGOVERNMENTAL REVENUE							
10-433-20	Motor Vehicle License Fee	$ 31,851	$ 30,000	$ 30,000	$ 31,000	3%	1,000
10-433-30	Highway Users Tax	293,236	234,305	215,303	223,545	4%	8,242
10-433-40	Cigarette Tax	11,056	11,000	6,283	-	-100%	(6,283)
10-433-60	Road & Bridge Tax	87,275	83,000	97,800	98,000	0%	200
10-433-70	County Sales Tax	177,117	149,247	193,000	196,500	2%	3,500
10-433-75	Grants	40,940	95,000	354,000	25,000	0%	(329,000)
10-433-85	Intergovernmental Contributions	24,918	150,000	-	-	100%	-
	TOTAL INTERGOVERNMENTAL REVENUES	**$ 666,394**	**$ 752,552**	**$ 896,386**	**$ 574,045**	**-36%**	**$ (322,341)**
CHARGES FOR SERVICES							
10-434-10	Planning & Zoning Fees	$ 14,518	$ 15,000	$ 20,000	$ 26,000	30%	$ 6,000
10-434-20	Planning & Zoning Reimbursable	170,875	100,000	100,000	159,000	59%	59,000
10-434-25	Facility Usage Fees	67,529	53,550	7,250	16,100	122%	8,850
10-434-26	Facility Usage Deposits	4,968	-	-	-	0%	-
10-434-30	Sponsorship & Event Fees	28,571	22,000	-	32,000	#DIV/0!	32,000
10-434-29	Staff Time Reimbursable	-	100,000	-	-	0%	-
	TOTAL CHARGES FOR SERVICES	**$ 286,461**	**$ 290,550**	**$ 127,250**	**$ 233,100**	**83%**	**$ 105,850**
FINES & FORFEITURES							
10-435-10	Fines & Forfeits	$ 43,493	$ 45,000	$ 42,800	$ 41,500	-3%	$ (1,300)
10-435-15	Police Surcharge	3,960	3,000	3,000	3,000	0%	-
10-435-20	Police Miscellaneous	3,643	2,000	1,200	1,500	25%	300
10-435-25	Police Grants	24,585	35,862	22,000	19,000	-14%	(3,000)
10-435-30	Special Duty Reimbursable	23,335	40,000	35,000	29,000	-17%	(6,000)
10-435-35	Charitable Organization Fee	135	400	-	-	#DIV/0!	-
	TOTAL FINES & FORFEITS	**$ 99,151**	**$ 126,262**	**$ 104,000**	**$ 94,000**	**-10%**	**$ (10,000)**

GENERAL FUND
REVENUE SOURCES

			ACTUAL 2019		BUDGET 2020		REVISED 2020		BUDGET 2021	% CHANGE FROM PY		$ CHANGE FROM PY
MISCELLANEOUS REVENUE												
10-436-10	General Interest	$	147,611	$	100,000	$	41,000	$	13,500	-67%	$	(27,500)
10-436-15	Police Department Interest		-		-		-		-	0%		-
10-436-17	Penalty & Interest		265		-		105		-	0%		(105)
10-436-40	Information Center Sales		129,187		-		7,075		-	-100%		(7,075)
10-436-42	Information Center Donations		312		-		45		-	-100%		(45)
10-436-45	Information Center Sales Tax		11,444		-		680		-	-100%		(680)
10-436-50	Rental Income		14,901		15,600		15,600		15,600	0%		-
10-436-70	Other Miscellaneous Revenue		21,728		35,000		17,500		15,000	-14%		(2,500)
10-436-72	Sale of Fixed Assets		-		-		24,651		-	-100%		(24,651)
10-436-75	Service Charge		-		-		-		-			
10-436-78	Insurance Proceeds		3,870		-		53,129		-			
10-436-80	Reimbursable Revenue - Other		200		-		1,300		-	0%		(1,300)
10-436-94	Impact Fees Administration Fees		481		40,000		766		-	0%		(766)
	TOTAL MISCELLANEOUS REVENUE	**$**	**329,999**	**$**	**190,600**	**$**	**161,851**	**$**	**44,100**	**-73%**	**$**	**(117,751)**
TRANSFERS FROM OTHER FUNDS												
10-437-40	General Admin. Refuse	$	16,120	$	16,281	$	20,000	$	20,000	0%		-
10-437-31	Capital Improvements		-		-		95,641		-	0%		(95,641)
	TOTAL TRANSFERS FROM OTHER FUNDS	**$**	**16,120**	**$**	**16,281**	**$**	**115,641**	**$**	**20,000**	**-83%**	**$**	**(95,641)**
	TOTAL GENERAL FUND REVENUES	**$**	**7,538,237**	**$**	**7,120,404**	**$**	**8,513,830**	**$**	**8,755,227**	**3%**	**$**	**241,397**

FUND: GENERAL
DEPT: TOWN BOARD

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ -	$ 24,575	$ 36,645	$ 42,680	16%	$ 6,035
SUPPLIES	-	200	200	200	0%	-
CHARGES FOR SERVICES	-	23,506	19,006	29,798	57%	10,792
DISCRETIONARY FUNDING	-	63,000	85,538	50,000	-42%	(35,538)
FIXED CHARGES	-	-	233	240	3%	7
TOTAL EXPENDITURES	**$ -**	**$ 111,281**	**$ 141,622**	**$ 122,918**	**-13%**	**$ (18,704)**

DRAFT - 11/17/2020

FUND: GENERAL
DEPT: GENERAL GOVERNMENT

SUMMARY OF EXPENDITURES	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 178,518	$ 179,255	$ 183,112	$ 231,692	27%	$ 48,580
SUPPLIES	5,355	6,800	18,156	4,800	-74%	(13,356)
CHARGES FOR SERVICES	180,306	217,004	180,779	179,668	-1%	(1,111)
DISCRETIONARY FUNDING	50,425	-	-	-	-	-
FIXED CHARGES	27,433	30,269	18,542	19,099	3%	557
TOTAL EXPENDITURES	**$ 442,036**	**$ 433,328**	**$ 400,589**	**$ 435,259**	**9%**	**$ 34,670**

DRAFT - 11/17/2020

FUND: GENERAL
DEPT: GENERAL ADMINISTRATION

SUMMARY OF EXPENDITURES	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 355,459	$ 405,034	$ 406,288	$ 524,282	29%	$ 117,994
SUPPLIES	8,789	33,326	15,525	16,500	6%	975
CHARGES FOR SERVICES	190,507	209,841	212,093	233,805	10%	21,712
FIXED CHARGES	34,723	34,172	5,007	13,567	171%	8,560
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 589,478**	**$ 682,373**	**$ 638,913**	**$ 788,154**	**23%**	**$ 149,241**

DRAFT - 11/17/2020

SUMMARY OF EXPENDITURES	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICE	$ 309,112	$ 592,646	$ 540,025	$ 711,894	32%	$ 171,869
SUPPLIES	2,978	4,100	12,038	11,200	-7%	(838)
CHARGES FOR SERVICES	524,013	428,584	449,740	304,625	-32%	(145,115)
FIXED CHARGES	-	-	1,784	1,838	3%	54
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 836,103**	**$ 1,025,330**	**$ 1,003,587**	**$ 1,029,557**	**3%**	**$ 25,970**

FUND:GENERAL
DEPT: COMMUNITY DEVELOPMENT

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FIXED CHARGES							
10-52-510	CIRSA Insurance	$ -	$ -	$ 1,784	$ 1,838	0%	$ 54
	TOTAL FIXED CHARGES	**$ -**	**$ -**	**$ 1,784**	**$ 1,838**	**0%**	**$ 54**
10-52-710	**CAPITAL OUTLAY**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**	**$ -**
	TOTAL EXPENDITURES	**$ 836,103**	**$ 1,025,330**	**$ 1,003,587**	**$ 1,029,557**	**3%**	**$ 25,970**

DRAFT - 11/17/2020

FUND: GENERAL
DEPT: STREETS

SUMMARY OF EXPENDITURES	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 374,213	$ 529,734	$ 511,685	$ 554,947	8%	$ 43,262
SUPPLIES	150,337	176,409	160,425	163,570	2%	3,145
CHARGES FOR SERVICES	608,191	814,348	907,889	869,972	-4%	(37,917)
FIXED CHARGES	54,779	30,348	9,029	11,676	29%	2,647
CAPITAL OUTLAY	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 1,187,519**	**$ 1,550,839**	**$ 1,589,028**	**$ 1,600,165**	**1%**	**$ 11,137**

DRAFT - 11/17/2020

FUND:GENERAL
DEPT: ENGINEERING

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

DRAFT - 11/17/2020

FUND: GENERAL
DEPT: BUILDING & GROUNDS

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 337,541	$ 406,424	$ 406,254	$ 450,911	11%	$ 44,657
SUPPLIES	82,640	100,703	102,767	112,849	10%	10,082
CHARGES FOR SERVICES	232,395	231,393	228,123	310,648	36%	82,525
FIXED CHARGES	24,304	20,031	43,360	44,352	2%	992
CAPITAL OUTLAY	-	5,130	5,130	17,565	242%	12,435
TOTAL EXPENDITURES	**$ 676,880**	**$ 763,681**	**$ 785,634**	**$ 936,325**	**19%**	**150,691**

DRAFT - 11/17/2020

FUND:GENERAL
DEPT:PUBLIC SAFETY

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICE	$ 1,201,795	$ 1,582,266	$ 1,581,191	$ 1,672,983	6%	$ 91,792
SUPPLIES	74,255	71,827	74,801	73,399	-2%	(1,402)
CHARGES FOR SERVICES	337,982	376,299	376,767	391,680	4%	14,913
FIXED CHARGES	28,454	31,138	35,689	32,580	-9%	(3,109)
TOTAL EXPENDITURES	**$ 1,642,487**	**$ 2,061,530**	**$ 2,068,448**	**$ 2,170,642**	**5%**	**$ 102,194**

DRAFT - 11/17/2020

FUND:GENERAL
DEPT: MUNICIPAL COURT

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

DRAFT - 11/17/2020

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

DRAFT - 11/17/2020

SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 74,670	$ 111,765	$ 115,353	$ 145,672	26%	$ 30,319
SUPPLIES	5,968	16,600	11,950	16,600	39%	4,650
CHARGES FOR SERVICES	211,583	217,588	82,238	218,044	165%	135,806
FIXED CHARGES	-	-	1,114	1,148	0%	34
TOTAL EXPENDITURES	**$ 292,221**	**$ 345,953**	**$ 210,655**	**$ 381,464**	**81%**	**$ 170,809**

WATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
DEBT SERVICE [1]	**$ 480,600**	**$ 480,600**	**$ 816,346**	**$ 729,729**		
ASSIGNED FUND BALANCE	**31,878,403**	**22,827,775**	**23,543,751**	**12,440,404**	**-47%**	**$(11,103,347)**
TOTAL FUND BALANCES (Beginning)	**$ 32,359,003**	**$ 23,308,375**	**$ 24,360,097**	**$ 13,170,133**	**-46%**	**$(11,189,964)**
REVENUE						
Operating Revenues	$ 3,947,087	$ 4,078,799	$ 4,474,900	$ 4,169,900	-7%	$ (305,000)
Interest on Investments	285,614	120,900	75,520	12,120	-84%	(63,400)
Other Revenue	90,350	38,000	85,000	109,000	28%	24,000
Plant Investment Fees (Tap Fees)	581,014	275,000	616,000	886,000	44%	270,000
Water Miscellaneous Revenue	72	-	-	-	0%	-
Water Rights, Cash in Lieu	-	950,000	953,750	-	-100%	(953,750)
Transfers-In	-	-	-	-	0%	-
TOTAL REVENUE	**$ 4,904,137**	**$ 5,462,699**	**$ 6,205,170**	**$ 5,177,020**	**-17%**	**$ (1,028,150)**
TOTAL SOURCES	**$ 37,263,140**	**$ 28,771,074**	**$ 30,565,267**	**$ 18,347,153**	**-40%**	**$(12,218,114)**
EXPENDITURES						
Operating Expenditures	$ 1,342,812	$ 1,690,890	$ 1,645,345	$ 2,017,398	23%	$ 372,053
Capital Expenditures	10,309,724	17,959,724	14,476,220	5,027,533	-65%	(9,448,687)
Debt Service	1,250,507	1,273,569	1,273,569	1,266,277	-1%	(7,292)
TOTAL EXPENDITURES	**$ 12,903,043**	**$ 20,924,183**	**$ 17,395,134**	**$ 8,311,208**	**-52%**	**$ (9,083,926)**
FUND BALANCES (Ending):						
RESTRICTED FOR:						
DEBT SERVICE [1]	**$ 816,346**	**$ 480,600**	**$ 729,729**	**$ 820,919**	12%	**$ 91,190**
ASSIGNED FUND BALANCE	**23,543,751**	**7,366,291**	**12,440,404**	**9,215,026**	-26%	**$ (3,225,378)**
TOTAL FUND BALANCE (Ending)	**$ 24,360,097**	**$ 7,846,891**	**$ 13,170,133**	**$ 10,035,945**	**-24%**	**$ (3,134,188)**

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DETAIL OF REVENUES

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

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SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 633,511	$ 772,146	$ 741,004	$ 879,513	19%	$ 138,509
SUPPLIES	187,872	267,571	272,615	271,516	0%	(1,099)
CHARGES FOR SERVICES	490,675	564,119	521,208	754,036	45%	232,828
FIXED CHARGES	30,754	37,054	60,518	62,333	3%	1,815
CAPITAL EXPENDITURES	10,309,724	17,959,724	14,476,220	5,027,533	-65%	(9,448,687)
DEBT SERVICE	1,250,507	1,273,569	1,273,569	1,266,277	-1%	(7,292)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 12,903,043**	**$ 20,924,183**	**$ 17,395,134**	**$ 8,311,208**	**-52%**	**$ (9,083,926)**

WASTE WATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):						
RESTRICTED FOR:						
RATE STABILIZATION ACCOUNT [1]	**$ 220,500**	**$ 301,818**	**$ 256,733**	**$ 362,777**	**41%**	**$ 106,044**
ASSIGNED FUND BALANCE	**$ 4,981,945**	**$ 5,477,519**	**$ 6,105,538**	**$ 6,504,934**	**7%**	**$ 399,396**
TOTAL FUND BALANCES (Beginning)	**$ 5,202,445**	**$ 5,779,337**	**$ 6,362,271**	**$ 6,867,710**		
REVENUE						
Operating Revenues	$ 2,887,099	$ 2,593,080	$ 2,716,060	$ 2,851,000	5%	$ 134,940
Interest on Investments	61,061	20,000	40,755	12,000	-71%	(28,755)
Plant Investment Fees (Tap Fees)	601,750	300,000	550,000	828,000	51%	278,000
Loan Proceeds	-	-	-	-	0%	-
Transfers-In	-	-	-	-	0%	-
TOTAL REVENUE	**$ 3,549,909**	**$ 2,913,080**	**$ 3,306,815**	**$ 3,691,000**	**12%**	**$ 384,185**
TOTAL SOURCES	**$ 8,752,354**	**$ 8,692,417**	**$ 9,669,086**	**$10,558,710**	**9%**	**$ 889,624**
EXPENDITURES						
Operating Expenditures	$ 1,034,416	$ 1,375,478	$ 1,451,106	$ 1,473,889	2%	$ 22,783
Capital Expenditures	418,861	665,000	410,000	235,000	-43%	(175,000)
Debt Service	936,806	940,270	940,270	939,034	0%	(1,236)
Transfers-Out	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 2,390,083**	**$ 2,980,748**	**$ 2,801,376**	**$ 2,647,923**	**-5%**	**$ (153,453)**
FUND BALANCES (Ending):						
RESTRICTED FOR:						
RATE STABILIZATION ACCOUNT [1]	**$ 256,733**	**$ 343,870**	**$ 362,777**	**$ 368,472**	**2%**	**$ 5,696**
ASSIGNED FUND BALANCE	**6,105,538**	**5,367,800**	**6,504,934**	**7,542,315**	**16%**	**$1,037,381**
FUND BALANCE (Ending)	**$ 6,362,271**	**$ 5,711,669**	**$ 6,867,710**	**$ 7,910,787**	**15%**	**$1,043,077**

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

DETAIL OF REVENUES

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

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SUMMARY OF EXPENDITURES	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL SERVICES	$ 502,499	$ 542,014	$ 537,160	$ 631,101	17%	$ 93,941
SUPPLIES	103,671	153,053	136,960	138,318	1%	1,358
CHARGES FOR SERVICES	378,667	600,869	692,144	620,110	-10%	(72,034)
FIXED CHARGES	49,578	29,542	34,842	34,360	-1%	(482)
CAPITAL OUTLAY	418,861	665,000	410,000	235,000	-43%	(175,000)
DEBT SERVICE	936,806	940,270	940,270	939,034	0%	(1,236)
CONTINGENCY	-	50,000	50,000	50,000	0%	-
TRANSFER TO OTHER FUNDS	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ 2,390,083**	**$ 2,980,748**	**$ 2,801,376**	**$ 2,647,923**	**-5%**	**$ (153,453)**

REFUSE FUND SUMMARY

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

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DETAIL OF REVENUES

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

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FUND: REFUSE

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

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STORMWATER FUND SUMMARY

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):						
ASSIGNED FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**	**0%**	**$ -**
TOTAL FUND BALANCES (Beginning)	**$ -**	**$ -**	**$ -**	**$ -**	**0%**	**$ -**
REVENUE						
Operating Revenues	$ -	$ 103,000	$ -	$ 106,000	0%	$ 106,000
Non-Operating Revenues	-	-	-	-	0%	-
Transfers-In	-	-	-	-	0%	-
TOTAL REVENUE	**$ -**	**$ 103,000**	**$ -**	**$ 106,000**	**0%**	**$ 106,000**
TOTAL SOURCES	**$ -**	**$ 103,000**	**$ -**	**$ 106,000**	**0%**	**$ 106,000**
EXPENDITURES						
Operating Expenditures	$ -	$ 83,000	$ -	$ 106,000	0%	$ 106,000
Capital Expenditures	-	-	-	-	0%	-
Transfers-Out	-	-	-	-	0%	-
TOTAL EXPENDITURES	**$ -**	**$ 83,000**	**$ -**	**$ 106,000**	**0%**	**$ 106,000**
FUND BALANCES (Ending):						
ASSIGNED FUND BALANCE	**$ -**	**$ 20,000**	**$ -**	**$ -**	**0%**	**-**
TOTAL FUND BALANCE (Ending)	**$ -**	**$ 20,000**	**$ -**	**$ -**	**0%**	**$ -**

DETAIL OF REVENUES

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
OPERATING REVENUES							
55-434-40	MAINTENANCE FEES	$ -	$ 103,000	$ -	$ 106,000	-	$ 106,000
55-434-50		-	-	-	-	-	-
55-434-60	ADMINISTRATIVE FEE	-	-	-	-	-	-
	OPERATING REVENUES	**$ -**	**$ 103,000**	**$ -**	**$ 106,000**	**-**	**$ 106,000**
NON-OPERATING REVENUES							
55-436-50	INTEREST INCOME	$ -	$ -	$ -	$ -	-	$ -
55-436-70	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	NON-OPERATING REVENUES	**$ -**	**$ -**	**$ -**	**$ -**	**-**	**$ -**
TRANSFERS							
55-437-30	TRANSFER FROM GENERAL FUND	$ -	$ -	$ -	$ -	-	$ -
	TOTAL TRANSFERS	**$ -**	**$ -**	**$ -**	**$ -**	**-**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 103,000**	**$ -**	**$ 106,000**	**-**	**$ 106,000**

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

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CAPITAL IMPROVEMENTS FUND SUMMARY

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):							
RESTRICTED FOR:							
COMMUNITY ENHANCEMENT		**$ 169,863**	**$ 216,363**	**$ 219,931**	**$ 268,031**	**22%**	**$ 48,100**
TRANSPORTATION EXPENDITURES		**1,710,263**	**1,742,263**	**1,750,652**	**1,666,511**	**-5%**	**(84,141)**
ASSIGNED FOR:							**-**
GRAND AVENUE		**200,000**	**550,000**	**550,000**	**2,780,000**	**405%**	**2,230,000**
OTHER CAPITAL PROJECTS		**2,633,461**	**2,356,387**	**2,504,383**	**2,207,195**	**-12%**	**(297,188)**
TOTAL FUND BALANCES (Beginning)		**$ 4,713,587**	**$ 4,865,013**	**$ 5,024,966**	**$6,921,737**	**38%**	**$ 1,896,771**
REVENUE							
31-430-45	Capital Improvement Interest	$ 66,629	$ 60,000	$ 23,000	$ 6,000	-74%	$ (17,000)
31-430-46	Community Enhancement Interest	4,011	2,000	1,100	250	-77%	(850)
31-430-47	Devolution & Transportation Interest	40,389	32,000	11,500	3,000	-74%	(8,500)
31-430-50	Community Enhancement [1]	46,056	44,500	47,000	48,000	2%	1,000
31-430-84	Public Safety Impact Fees	7,503	668,000	34,830	35,000	0%	170
31-430-85	Street Impact Fees	63,150	1,316,465	44,454	103,000	132%	58,546
31-430-86	Use Tax	317,253	250,000	300,000	464,000	55%	164,000
31-430-87	Grants	29,000	-	-	-	-	-
31-437-10	Transfer from General Fund	350,000	730,000	2,230,000	1,890,000	-15%	(340,000)
TOTAL REVENUE		**$ 923,991**	**$ 3,102,965**	**$ 2,691,884**	**$2,549,250**	**-5%**	**$ (142,634)**
TOTAL SOURCES		**$ 5,637,578**	**$ 7,967,978**	**$ 7,716,850**	**$9,470,987**	**23%**	**$ 1,754,137**
EXPENDITURES							
Capital Expenditures		$ 612,612	$ 593,284	$ 699,472	$1,421,082	103%	$ 721,610
Transfers to Other Funds		-	50,000	95,641	-	0%	(95,641)
TOTAL EXPENDITURES		**$ 612,612**	**$ 643,284**	**$ 795,113**	**$1,421,082**	**79%**	**$ 625,969**
FUND BALANCES (Ending):							
RESTRICTED FOR:							
COMMUNITY ENHANCEMENT		**$ 219,931**	**$ 262,863**	**$ 268,031**	**$ 316,281**	**18%**	**$ 48,250**
TRANSPORTATION EXPENDITURES		**1,750,652**	**1,774,263**	**1,666,511**	**1,669,511**	**0%**	**3,000**
ASSIGNED FOR: CAPITAL PROJECTS:							**-**
GRAND AVENUE		**550,000**	**1,280,000**	**2,780,000**	**4,170,000**	**50%**	**1,390,000**
OTHER CAPITAL PROJECTS		**2,504,383**	**4,007,568**	**2,207,195**	**1,894,113**	**-14%**	**(313,082)**
TOTAL FUND BALANCES (Ending):		**$ 5,024,966**	**$ 7,324,694**	**$ 6,921,737**	**$8,049,905**	**16%**	**$ 1,128,168**

[1] Per Holy Cross 2010 Franchise agreement

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DETAIL CAPITAL EXPENDITURES

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
BLDGS, PARKS & OPEN SPACE							
31-51-724	Pool and Ice Capital Improvements Funding	$ 40,000	$ 40,000	$ 40,000	$ 50,000	25%	$ 10,000
31-51-726	Old Town Hall Improvements	-	-	-	-	0%	-
31-51-727	Bus Shelters	-	-	-	-	0%	-
31-51-728	Castle Peak Senior Center	-	-	-	-	0%	-
31-51-729	Pool and Ice Facility Expansion	-	-	-	-	0%	-
31-51-730	Town Hall Improvements	-	38,125	42,060	108,125	0%	66,065
31-51-765	Eagle Valley Trail Funding	-	-	-	-	#DIV/0!	-
31-51-745	Town Parks Improvements	17,732	-	-	11,000	#DIV/0!	11,000
31-51-750	Town Shop Improvements	-	25,000	23,000	188,492	720%	165,492
31-51-752	Public Art	-	50,000	-	25,000		
31-51-760	Skate Park	-	-	-	-	0%	-
	TOTAL BLDGS, PARKS & OPEN SPACE	**$ 57,732**	**$ 153,125**	**$ 105,060**	**$ 382,617**	**264%**	**$ 277,557**
STREETS & RIGHTS-OF-WAY							
31-52-712	R-O-W Improvements	$ -	$ -	$ -	$ 350,000	#DIV/0!	$ 350,000
31-52-714	Allen Tract Survey	-	-	-	-	#DIV/0!	-
31-52-716	CBD Parking/Streetscape Improvements	-	-	-	-	#DIV/0!	-
31-52-724	Storm Drain Improvements	17,823	-	-	-	#DIV/0!	-
31-52-719	Monument Reader Board	-	-	-	-	#DIV/0!	-
31-52-723	Grand Avenue Planning	-	-	-	-	0%	-
31-52-729	Path Improvements	-	-	-	-	0%	-
31-52-733	Eby Creek Road ROW Acquisitions	-	-	-	-	#DIV/0!	-
31-52-734	Eby Creek Road Construction	-	-	-	-	#DIV/0!	-
31-52-736	Eby Creek Road Final Design	-	-	-	-	#DIV/0!	-
31-52-737	Traffic Control Improvements	22,034	-	-	85,000	#DIV/0!	85,000
31-52-740	Street Lights	-	-	-	-	#DIV/0!	-
31-52-780	Grand Avenue Improvements	-	-	-	-	#DIV/0!	-
	TOTAL STREETS & RIGHTS-OF-WAY	**$ 39,857**	**$ -**	**$ -**	**$ 435,000**	**#DIV/0!**	**$ 435,000**
EQUIPMENT							
31-54-728	Snow Removal Equipment	$ 208,460	$ -	$ -	$ -	#DIV/0!	$ -
31-54-730	Multipurpose Truck	-	35,000	58,500	380,000	0%	321,500
31-54-735	Airport Kiosk	-	-	-	-	#DIV/0!	-
31-54-736	Flail Mower	-	-	-	-	#DIV/0!	-
31-54-729	Project THOR	239,162	115,000	255,000	50,000	-0.8039216	(205,000)
31-54-740	4x4 Pickups	-	-	-	-	#DIV/0!	-
31-54-745	Crackseal Melter	-	-	-	-	#DIV/0!	-
31-54-750	Cinder Spreader	-	-	-	-	#DIV/0!	-
31-54-755	Shouldering Machine	-	-	-	-	#DIV/0!	-
31-54-764	Tents	-	-	-	-	#DIV/0!	-
31-54-765	Trailer	-	-	-	-	#DIV/0!	-
31-54-780	Mower	-	16,000	7,000	20,000	0%	13,000
31-54-785	Skidsteer	-	-	-	-	0%	-
31-54-795	Loader	-	130,000	130,000	-	-100%	(130,000)
31-54-797	Hook Truck	-	-	-	-	#DIV/0!	-
31-55-715	Police Equipment	16,841	24,585	25,138	11,869	-53%	(13,269)
31-55-724	Patrol Vehicles	50,562	119,574	118,774	141,596	19%	22,822
	TOTAL EQUIPMENT	**$ 515,024**	**$ 440,159**	**$ 594,412**	**$ 603,465**	**2%**	**$ 9,053**
CONTINGENCY							
31-51-900	**CONTINGENCY**	**$ -**	**$ -**	**$ -**	**$ -**	**0%**	**$ -**
TRANSFERS							
31-51-920	Transfer to General Fund	$ -	$ -	$ 95,641	$ -	0%	(95,641)
31-51-940	Transfer to Sales Tax CIF	$ -	$ -	$ -	$ -	0%	$ -
31-51-950	Transfer to Broadband	$ -	$ 50,000	$ -	$ -	0%	$ -
	TOTAL TRANSFERS	**$ -**	**$ 50,000**	**$ 95,641**	**$ -**	**-100%**	**$ (95,641)**
	TOTAL EXPENDITURES	**$ 612,612**	**$ 643,284**	**$ 795,113**	**$1,421,082**	**79%**	**$ 625,969**

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

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	% CHANGE FROM PY
FUND BALANCES (Beginning):							
RESTRICTED FOR:							
RESERVE		**$ 161,619**	**$ 161,619**	**$ 161,619**	**$ 161,619**	**0%**	**$ -**
CAPITAL IMPROVEMENTS		**611,676**	**-**	**-**	**-**	**-**	**-**
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE		**545,952**	**271,342**	**547,544**	**901,334**	**65%**	**353,790**
TOTAL FUND BALANCES (Beginning)		**$ 1,319,247**	**$ 432,961**	**$ 709,163**	**$ 1,062,953**	**50%**	**$ 353,790**
REVENUE							
61-431-30	Sales Tax	$ 623,223	$ 585,836	$ 700,000	$ 724,000	3%	$ 24,000
61-433-10	Grants	350,000	11,000	-	-	-	-
61-436-10	Interest - ColoTrust STCIF	25,600	8,000	6,250	1,200	-81%	(5,050)
61-436-20	Interest - UMB Project Fund	8,410	10,000	-	-	-	-
61-436-42	Contributions & Donations	-	-	-	-	100%	-
	TOTAL REVENUE	**$ 1,007,234**	**$ 614,836**	**$ 706,250**	**$ 725,200**	**3%**	**$ 18,950**
TOTAL SOURCES		**$ 2,326,481**	**$ 1,047,797**	**$ 1,415,413**	**$ 1,788,153**	**26%**	**$ 372,740**
EXPENDITURES							
CHARGES FOR SERVICES							
61-50-372	Meeting Expense	$ 940	$ -	$ -	$ -	-	$ -
61-50-347	Professional Services	4,845	13,536	15,536	15,536	0%	-
61-50-351	Legal	59	1,000	1,000	1,000	0%	-
	TOTAL CHARGES FOR SERVICES	**$ 5,844**	**$ 14,536**	**$ 16,536**	**$ 16,536**	**0%**	**$ -**
CAPITAL OUTLAY							
61-50-745	Town Park Improvements	$ -	$ 218,000	$ -	$ 217,000	0%	$ 217,000
61-50-750	Design	55,647	-	-	-	-	-
61-50-760	Construction	1,232,789	-	16,686	-	-100%	(16,686)
	TOTAL CAPITAL OUTLAY	**$ 1,288,436**	**$ 218,000**	**$ 16,686**	**$ 217,000**	**1200%**	**$ 200,314**
DEBT SERVICE							
61-50-815	Debt Service	$ 95,000	$ 95,000	$ 95,000	$ 100,000	5%	$ 5,000
61-50-816	Debt Service Interest	227,538	223,738	223,738	219,940	-2%	(3,798)
61-50-820	Agent Fees	500	500	500	500	0%	-
	TOTAL DEBT SERVICE	**$ 323,038**	**$ 319,238**	**$ 319,238**	**$ 320,440**	**0%**	**$ 1,202**
	TOTAL EXPENDITURES	**$ 1,617,317**	**$ 551,774**	**$ 352,460**	**$ 553,976**	**57%**	**$ 201,516**
FUND BALANCES (Ending):							
RESTRICTED FOR:							
RESERVE		**$ 161,619**	**$ 161,619**	**$ 161,619**	**$ 161,619**	**0%**	**$ -**
CAPITAL IMPROVEMENTS		**-**	**-**	**-**	**-**	**0%**	**-**
ASSIGNED FOR CAPITAL PROJECTS/DEBT SERVICE		**547,544**	**334,404**	**901,334**	**1,072,558**	**19%**	**171,224**
TOTAL FUND BALANCEs (Ending):		**$ 709,163**	**$ 496,023**	**$ 1,062,953**	**$ 1,234,177**	**16%**	**$ 171,224**

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CONSERVATION TRUST FUND SUMMARY

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

OPEN SPACE PRESERVATION FUND SUMMARY

		ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
FUND BALANCES (Beginning):							
COMMITTED FUND BALANCE		**$ 263,867**	**$ 276,844**	**$ 325,989**	**$ 294,876**	**-10%**	**$ (31,113)**
TOTAL FUND BALANCES (Beginning)		**$ 263,867**	**$ 276,844**	**$ 325,989**	**$ 294,876**	**-10%**	**$ (31,113)**
REVENUES							
81-430-10	Lodging Tax	$ 143,666	$ 143,820	$ 73,000	$ 84,000	15%	$ 11,000
81-430-15	Penalty & Interest	10	-	-	-	-	$ -
81-430-20	Interest on Investments	7,191	3,000	2,500	600	-76%	(1,900)
81-436-70	Miscellaneous	1,000	-	500	-	-100%	(500)
	TOTAL REVENUES	**$ 151,867**	**$ 146,820**	**$ 76,000**	**$ 84,600**	**11%**	**$ 8,600**
							-
	TOTAL SOURCES	**$ 415,734**	**$ 423,664**	**$ 401,989**	**$ 379,476**	**-6%**	**$ (22,513)**
EXPENDITURES							
Operating Expenses		$ 89,745	$ 155,527	$ 97,113	$ 200,324	106%	$ 103,211
Capital Expenditures		-	50,000	10,000	25,000	150%	15,000
	TOTAL EXPENDITURES	**$ 89,745**	**$ 205,527**	**$ 107,113**	**$ 225,324**	**110%**	**$ 118,211**
FUND BALANCES (Ending):							-
COMMITTED FUND BALANCE		**$ 325,989**	**$ 218,137**	**$ 294,876**	**$ 154,152**	**-48%**	**$ (140,724)**
TOTAL FUND BALANCE (Ending)		**$ 325,989**	**$ 218,137**	**$ 294,876**	**$ 154,152**	**-48%**	**$ (140,724)**

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SUMMARY OF EXPENDITURES

	ACTUAL 2019	BUDGET 2020	REVISED 2020	BUDGET 2021	% CHANGE FROM PY	$ CHANGE FROM PY
PERSONNEL	$ 43,699	$ 76,463	$ 50,433	$ 126,747	151%	$ 76,314
MATERIALS & SUPPLIES	13,055	17,850	5,888	10,625	80%	4,737
CHARGES FOR SERVICES	28,718	46,506	33,506	60,597	81%	27,091
DISCRETIONARY FUNDING	-	10,000	5,000	-	-100%	(5,000)
FIXED CHARGES	4,273	4,708	2,286	2,355	3%	69
CAPITAL EXPENDITURES	-	50,000	10,000	25,000	150%	15,000
TOTAL EXPENDITURES	**$ 89,745**	**$ 205,527**	**$ 107,113**	**$ 225,324**	**110%**	**$ 118,211**

11/17/2020 Draft Budget Changes from 11/3/20 Draft

REVENUES

Fund	Department	Account	2020	2021	Reason for Increase/Decrease
General Fund		Charges for Service: Sponsorship & Event Fees		32,000	Increased to match the Event Production line item amount in Marketing & Events Department. The Town historically has received sponsorship and event fees for all Town producted events. The revenue and expense should be a wash for the budget. The revenue had not yet included in the budget.
General Fund		Intergovernmental Fees: Grants		25,000	Grant for 50% of downtown development plan
		Total Town-wide Revenue Budget Adjustments	-	**57,000**	

EXPENDITURES

Fund	Department	Account	2020	2021	Reason for Increase/Decrease
General Fund	General Government	Professional Services		50,000	Increased for a downtown development plan that will be partially funded by at $25,000 grant
General Fund	General Administration	Computer Support		14,100	Annual ongoing software ($9,600) and one time set up cost ($4,500) for Short Term Rental Software
General Fund	Buildings & Grounds	R&M Supplies	1,500		Construction of Safe Entrance for Information Center
General Fund	Marketing & Events	Events	(39,000.00)		Reduced based on final revisions to MEAC events based on 2020 canceled events
Capital Improvements Fund			21,400.00		Finalized THOR line item for 2020, Total $255,000 for $95K to NWCOG, $50K to uptown services, $100K for Capitol Street Project and Public Works to County Building Project
Water Fund		Capitol Street Water Line		5,000	Added for minor revegitation, cleanup, and incidentals in the Spring
Waste Water Fund		Capitol Street Waste Water Line		5,000	Added for minor revegitation, cleanup, and incidentals in the Spring
Open Space Fund		BMX Capital Improvements		15,000	BMX Starting Gate
		Total Town-wide Expenditure Budget Adjustments	**(16,100)**	**89,100**	

Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL

Capital Improvements Fund:

General Administration

CivicRec Software	$ 12,000	$ -	$ -	$ -		**$ 12,000**
Civic Plus ATS Software	11,125	-	-	-		**11,125**
General Administration Total	**$ 23,125**	**$ -**	**$ -**	**$ -**		**$ 23,125**

Streets

Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights	$ 85,000	$ -	$ -	$ -	$ -	**$ 85,000**
Sidewalk, Trees, etc: Capitol Street between 2nd & 5th	200,000	-	-	-	-	**200,000**
Sidewalk/Trail: Capitol Street - Highway 6 to Second Street.	150,000	-	-	-	-	**150,000**
Street Lights-Market St. LED Conversion	-	42,000	-	-	-	**42,000**
Sidewalk/Trail: Pedestrian Trail Bull Pasture - West Side	-	105,000	-	-	-	**105,000**
CDOT ROW at Gateway Beautification	-	100,000	-	-	-	**100,000**
Eby Creek Road - Pond Road Sidewalk Extension	-	150,000	-	-	-	**150,000**
Sylvan Lake Roundabout Crossing – Street Light	-	30,000	-	-	-	**30,000**
Grand Avenue and Capitol Street - Street Light	-	10,000	-	-	-	**10,000**
Sidewalk/Trail: Chambers Avenue Sidewalk Extension	-	45,557	-	-	-	**45,557**
Sidewalk/Trail: Howard Street Bike Trail Connectivity	-	20,000	-	-	-	**20,000**
Sidewalk/Trail: Pedestrian Trail Cemetery Connection	-	-	230,000	-	-	**230,000**
Nogal Road and Highway 6 Street Light	-	-	40,000	-	-	**40,000**
Public Works Bins	-	-	100,000	-	-	**100,000**
Public Works Hut	-	-	250,000	-	-	**250,000**
Grand Avenue Improvements	-	-	-	16,000,000	-	**16,000,000**
Handicap Ramps and Sidewalks "Safe Routes to School"	-	-	-	-	120,000	**120,000**
Sidewalk/Trail: Brush Creek Road - Pathway connection.	-	-	-	-	200,000	**200,000**
Sidewalk/Trail: Sixth Street between Capitol Street and Town	-	-	-	-	200,000	**200,000**
Streets Total	**$ 435,000**	**$ 502,557**	**$ 620,000**	**$ 16,000,000**	**$ 520,000**	**$ 18,077,557**

Buildings & Grounds

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

Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
Public Safety						
Axon Body Camera Technology	$ 6,369	$ -	$ -	$ -	$ -	**$ 6,369**
Meraki 24-Port POE Switch	5,500	-	-	-	-	**5,500**
License Plate Reader	-	18,750	-	-	-	**18,750**
Public Safety Total	**$ 11,869**	**$ 18,750**	**$ -**	**$ -**	**$ -**	**$ 30,619**
Total Capital Improvements Fund	**$ 879,486**	**$ 906,307**	**$ 5,010,000**	**$ 16,315,000**	**$ 850,000**	**$ 23,960,793**
General Fund - Streets						
Street Resurfacing - Sylvan Lake Road - Part 1 (Lime Park Drive to MacDonald), Abrams Creek Road & Robins Egg Lane, and Violet Lane.	$ 600,000	$ -	$ -	$ -	$ -	**$ 600,000**
Street Resurfacing - Chambers Avenue (from Sawatch to Sawatch), Marmot Lane, Loren Lane, Pond Road and Eby Creek Road near Pond Road.	-	650,000	-	-	-	**$ 650,000**
Street Resurfacing - Newquist, Horton, Seabry, Pat's Circle, Deep Eddy Cove, and Ouzel Lane	-	-	700,000	-	-	**$ 700,000**
Street Resurfacing - West Eagle (Castle Drive, King Road, and Prince Alley)	-	-	-	700,000	-	**$ 700,000**
Grand Avenue Improvements (update pavement management plan in 2025)	-	-	-	-	700,000	**$ 700,000**
General Fund - Streets Total	**$ 600,000**	**$ 650,000**	**$ 700,000**	**$ 700,000**	**$ 700,000**	**$ 3,350,000**
Fleet						
Patrol Vehicle - (Public Safety)	$ 141,596	$ 149,881	$ 158,657	$ 182,717	$ 192,020	**$ 824,871**
Administrative Police Vehicle - (Public Safety) - Chief	-	-	56,575	-	-	**56,575**
Street Sweeper - (Streets)	-	250,000	-	-	-	**250,000**
Boom Mower Tractor (Streets)	-	-	87,500	-	-	**87,500**
Bobcat Multi-tool #1 (Streets)	-	-	-	-	120,000	**120,000**
International 7400 SFA 4X2 (Streets)	235,000	-	-	-	-	**235,000**
Air Compressor Trailer/185 Atlas (Streets)	-	-	-	-	30,000	**30,000**
PJ Utility Trailer - 2016 (B&G)	-	-	10,000	-	-	**10,000**
Ford F-350 Flat Bed / Plow (B&G)	45,000	-	-	-	-	**45,000**
Ford F-350 Flat Bed /Weed Sprayer (B&G)	50,000	-	-	-	-	**50,000**
Ford F-250 (B&G)	50,000	-	-	-	-	**50,000**
Ford F-250 (B&G)	-	50,000	-	-	-	**50,000**
Ford F-150 Crew Cab (Engineering)	-	50,000	-	-	-	**50,000**
Ford F-350 (B&G)	-	-	50,000	-	-	**50,000**
Ford F-350 Plow/Sander (WW)	-	-	60,000	-	-	**60,000**
Ford F-350 Service Bed (Streets)	-	-	-	60,000	-	**60,000**
Ford F-150 Extended Cab (Engineering)	-	-	-	40,000	-	**40,000**
Ford F-250 Super Duty (Water)	-	-	-	-	50,000	**50,000**
Ford F-550 Hook Truck (Streets)	-	-	-	-	60,000	**60,000**
Ford F-150 (Water)	-	35,000	-	-	-	**35,000**
John Deere 1435 Mower/Broom (B&G)	-	-	40,000	-	-	**40,000**
John Deere 301- A Tractor (B&G)	-	-	60,000	-	-	**60,000**
Toro Z Master (B&G)	20,000	-	-	-		**20,000**
Toro Z Master (B&G)	-	20,000	-	-		**20,000**
Fleet Total	**$ 541,596**	**$ 554,881**	**$ 522,732**	**$ 282,717**	**$ 452,020**	**$ 2,353,946**

Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
Water Fund						
Water Line: Downtown Distribution: Capitol Street: 5th to 6th Street	$ 5,000	$ -	$ -	$ -	$ -	**$ 5,000**
LBWTP	1,000,000	-	-	-	-	**1,000,000**
Cemetery Tank	2,200,000	-	-	-	-	**2,200,000**
Water Line: Downtown Distribution: Capitol Street: 2nd to 5th	932,533	-	-	-	-	**932,533**
Water Fill Station	60,000	-	-	-	-	**60,000**
Filter Train Electric Valves	85,000	-	-	-	-	**85,000**
Generator on trailer / electrical work at pump houses	100,000	-	-	-	-	**100,000**
UBWTP - Bathroom	30,000	-	-	-	-	**30,000**
UBWTP - Valve replacement	75,000	-	-	-	-	**75,000**
Communication Tower - Cemetery Tank x2	100,000	-	-	-	-	**100,000**
Communication Tower - Upper Kaibab & additional site	100,000	-	-	-	-	**100,000**
Water Line: Howard Street Water Main: 2nd Street to 6th Street	100,000	1,038,986	-	-	-	**1,138,986**
Eby Creek PRV	40,000	565,000	-	-	-	**605,000**
Fairgrounds Water Main Loop	200,000	2,384,199	-	-	-	**2,584,199**
Xeriscape Opportunities	-	14,724	-	-	-	**14,724**
Disaster Plan - Pump & Hose for LBWTP	-	75,000	-	-	-	**75,000**
Fencing for Water Properties	-	75,000	75,000	75,000	75,000	**300,000**
Brush Creek Transmission Main Replacement - Ouzel to Sylvan	-	75,000	1,000,000	-	-	**1,075,000**
UBWTP: New Fluoride system	-	15,000	-	-	-	**15,000**
Highlands Pump Station drain	-	-	30,000	-	-	**30,000**
Eagle Ranch Filing 26: Water Flush Station / Prv Main Extension / Water Tank mixing (PAX)	-	-	75,000	-	-	**75,000**
Micro Hydro in water system	-	-	200,000	-	-	**200,000**
Water Line: Brooks Lane Water Main	-	-	50,000	280,000	-	**330,000**
Lower Eby Creek Tank: Pump Station, Yard Piping, & Fire Hydrants	-	-	50,000	397,381	-	**447,381**
Water Line: Downtown Distribution: Fourth Street: Wall St. to Washington St.	-	-	50,000	175,000	-	**225,000**
UBWTP - 3 Filter Trains	-	-	-	3,351,312	-	**3,351,312**
Grand Avenue Water Infrastructure Improvements	-	-	-	-	2,000,000	**2,000,000**
I-70 Water Main Loop	-	-	-	-	1,700,000	**1,700,000**
Water Fund Total	**$ 5,027,533**	**$ 4,242,909**	**$ 1,530,000**	**$ 4,278,693**	**$ 3,775,000**	**$ 18,854,135**
Waste Water Fund						
Capitol Street Sanitary Sewer Main: 5th Street to 6th Street	$ 5,000	$ -	$ -	$ -	$ -	**$ 5,000**
Fix Truss Pipe in System	155,000	-	-	-	-	**155,000**
Main Under Eagle River from Fairgrounds	25,000	1,000,000	-	-	-	**1,025,000**
Howard Street Sanitary Sewer Main, 4th Street to 5th Street &	50,000	423,933	-	-	-	**473,933**
Energy Navigator	-	25,000	-	-	-	**25,000**
Brush Creek Road Sanitary Sewer Collection System: Phase 1	-	75,000	1,000,000	-	-	**1,075,000**
WWTP: Clarifier piping and valving	-	-	100,000	-	-	**100,000**
Sanitary Sewer Piers across Eagle River	-	-	-	1,000,000	-	**1,000,000**
Brush Creek Road Sanitary Sewer Collection System: Phase 2	-	-	-	75,000	1,000,000	**1,075,000**
Grand Avenue Wastewater Infrastructure Improvements	-	-	-	-	1,250,000	**1,250,000**
Waste Water Fund Total	**$ 235,000**	**$ 1,523,933**	**$ 1,100,000**	**$ 1,075,000**	**$ 2,250,000**	**$ 6,183,933**
Stormwater Fund						
Third Street Storm Drain	$ -	$ -	$ 200,000	$ -	$ -	**200,000**
Town Park - Drainage, parking improvements	-	-	-	200,000	-	**200,000**
Bluffs Water Quality Outfall @ Eagle River	-	-	-	-	250,000	**250,000**
Stormwater Fund Total	**$ -**	**$ -**	**$ -**	**$ 200,000**	**$ 250,000**	**$ 450,000**

Capital Improvement Plan Summary for 2021 - 2025

Department/Fund and Project	2021	2022	2023	2024	2025	TOTAL
Sales Tax Capital Improvement Fund						
Eagle River Water Park -Dumpster Enclosure	$ 12,000	$ -	$ -	$ -	$ -	**$ 12,000**
Eagle River Water Park - Wetland Plantings	15,000	-	-	-	-	**15,000**
Eagle River Water Park - Beach Sand	50,000	-	-	-	-	**50,000**
Eagle River Water Park - Air Compressor	5,000	-	-	-	-	**5,000**
Eagle River Water Park - Rapid Blocs	35,000	30,000	30,000	15,000	-	**110,000**
Brush Creek Park - Playground Equipment	100,000	500,000	-	-	-	**600,000**
Eagle River Water Park - Wood Fire Pits	-	20,000	-	-	-	**20,000**
Eagle River Water Park - Pavilion	-	-	110,000	-	-	**110,000**
Eagle River Water Park - Climbing Wall	-	-	200,000	-	-	**200,000**
Eagle River Water Park - Park Lighting	-	-	90,000	-	-	**90,000**
Eagle River Water Park - Slalom Gates	-	-	75,000	-	-	**75,000**
Eagle River Water Park - Public Art	-	-	40,000	-	-	**40,000**
Dog Park Improvements	-	-	45,000	-	-	**45,000**
Eagle River Water Park - Chambers Park Path Connection	-	-	-	250,000	-	**250,000**
Eagle River Water Park - Downtown Bridge	-	-	-	1,000,000	-	**1,000,000**
Eagle River Water Park - Shower Tower	-	-	-	-	100,000	**100,000**
Whiting Park - Pour-in-Place	-	-	-	-	100,000	**100,000**
Skateboard Park	-	-	-	-	500,000	**500,000**
Brush Creek Valley Ranch Improvements: Paved Recreation Path along Brush Creek Road	-	-	-	-	40,000	**40,000**
Sales Tax Capital Improvement Fund Total	**$ 217,000**	**$ 550,000**	**$ 590,000**	**$ 1,265,000**	**$ 740,000**	**$ 3,362,000**
Conservation Trust Fund						
Campground	-	120,000	-	-	-	**$ 120,000**
Conservation Trust Fund Total	**$ -**	**$ 120,000**	**$ -**	**$ -**	**$ -**	**$ 120,000**
Open Space Fund						
Haymaker II Trail - Brush Creek Valley Ranch	$ 10,000	$ -	$ -	$ -	$ -	**$ 10,000**
BMX Track Starting Gate	15,000	-	-	-	-	**15,000**
Children's Fishing Pond	-	10,000	-	-	-	**10,000**
Soft Path Trail Construction - East Eagle SRMA - Phase 1	-	20,000	-	-	-	**20,000**
Wayfinding Signage	-	-	10,000	-	-	**10,000**
Hardscrabble Mountain SRMA Trail Reroutes	-	-	15,000	-	-	**15,000**
Soft Path Trail Construction - East Eagle SRMA - Phase 2	-	-	25,000	-	-	**25,000**
Irrigation for the Haymaker Trail Descent	-	-	10,000	-	-	**10,000**
Soft Path Trail Construction - East Eagle SRMA - Phase 3	-	-	-	30,000	-	**30,000**
Bike Park Improvements/Dirt Jumps	-	-	-	200,000	-	**200,000**
Nature Center/Interpretive Cabin	-	-	-	-	100,000	**100,000**
Open Space Total	**$ 25,000**	**$ 30,000**	**$ 60,000**	**$ 230,000**	**$ 100,000**	**$ 445,000**
Grand Total	**$ 7,525,615**	**$ 8,578,030**	**$ 9,512,732**	**$ 24,346,410**	**$ 9,117,020**	**$ 59,079,807**

To: Brandy Reitter

From: Lynette Horan, HR Manager

Date: November 13, 2020

Re: 2021 Pay Plan Analysis Methodology

History: The current Pay Plan was developed in 2016 utilizing 2015 market data. Prior to 2020, only minor edits to add new positions had been made. The town had experienced pay compression across all ranges and positions impacting pay competitiveness in the market while hindering recruitment efforts. Therefore, temporary fixes were initiated in 2017, 2018 and 2019 to minimize compression. Several staff members with longevity had reached the top of the pay range. A temporary fix was made in 2019 to lift the maximums of the ranges for those who were impacted.

For 2020, almost all grade ranges were increased by 8% and comprehensive market analysis of grades 1 through 5 were implemented. 2019 Grade 1 minimum was acceptable, but the mid-point and maximum were increased by 8%. For pay ranges Grades 6-11, in addition to increasing our minimum pay range by 8%, market data indicated to increase our current 40% average range spread from the minimum range to maximum to 50%. Mid-point is calculated to be exactly at mid-point.

Confidential pay data was utilized by analyzing Colorado Municipal League – CML and Employers Council – EC salary surveys. Some pay data came directly from employers in the area that did not participate in the CML or EC survey process. In 2020, we committed to conducting a deeper analysis of grades 6 – 11. However, in light of market adjustments for the Police, grade 5 was also evaluated.

Below is a summary of the analysis methodology used and remedies recommended:

1. Market Analysis was conducted each time a position was identified for recruitment and an internal equity analysis occurred prior to making each job offer. Based on the Employers Council average salary movement factor from 2020 to 2021, all 2020 grades were calculated with a 3% adjustment to minimum and maximum of range. Mid-point is calculated to be exactly at mid-point.

2. A thorough analysis was conducted by looking at actual pay and ranges for positions with competitive sets identified in Colorado for Grades 5-11. Market indicates the following:
    a. Grade 5a, added to accommodate the Police Trainee/Cadet market pay
    b. Grade 6, ranges reflect market pay
    c. Grade 7, added to accommodate Police Officers based on market pay
    d. Grade 8, formerly grade 7
    e. Grade 9, new pay band based on market data
    f. Grade 10, formerly grade 8
    g. Grade 11, formerly grade 9
    h. Grade 12, formerly grade 10
    i. Grade 13, formerly grade 12

j. Grade 14, formerly grade 11

2. Lastly, market indicates a few positions are moved to different grades, see pay plan for specifics.

3. For years 2021 and beyond, it is anticipated that ranges should be adjusted to encompass the approved merit budget or salary movement factor for Colorado. For example; in 2021, if 3% -4% merit is approved, ranges should be adjusted by 3%-4% to keep in line with market trends. Because market trends have potential to fluctuate, we will continue to analyze data to attract and retain qualified staff to be an employer of choice.

2021 Pay Plan - DRAFT

Effective: January 1, 2021

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
			$13.3900	$17.4070	$21.4240	Hourly
			$1,071.20	$1,392.56	$1,713.92	Bi-Weekly
			$27,851.20	$36,206.56	$44,561.92	*If Annualized
1	Maintenance Worker (Seasonal)	Non-Exempt				
	Info Center Host (Part Time)	Non-Exempt				
	Intern I (Career X)	Non-Exempt				
	Open Space Trail Technician (Seasonal)	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$19.1441	$22.9729	$26.8017	Hourly
			$1,531.53	$1,837.83	$2,144.14	Bi-Weekly
		Non-Exempt	$39,819.72	$47,783.63	$55,747.61	*If Annualized
	Town Mgr. Assistant - Intern	Non-Exempt				
2	Administrative Technician I, Utility Billing Technician I	Non-Exempt				
	Records-Information Tech I (PD)	Non-Exempt				
	Maintenance Technician I	Non-Exempt				
	Municipal Court Clerk (Part Time)	Non-Exempt				
	Plant Operator D & Trainee	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$22.0729	$26.4875	$30.9021	Hourly
			$1,765.83	$2,119.00	$2,472.16	Bi-Weekly
	Administrative Technician II	Non-Exempt	$45,911.63	$55,094.00	$64,276.28	*If Annualized
	Code Enforcement Officer (proposed 2020)	Non-Exempt				
	Permit Technician	Non-Exempt				
3	Plant Operator - C License	Non-Exempt				
	Maintenance Technician II	Non-Exempt				
	Mechanic I	Non-Exempt				
	Records-Information Tech II (PD)	Non-Exempt				
	Utility Billing & Accounting Specialist	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$25.4475	$31.8093	$38.1712	Hourly
			$2,035.80	$2,544.74	$3,053.70	Bi-Weekly
			$52,930.78	$66,163.34	$79,396.10	*If Annualized
	Building & Grounds Supervisor	Non-Exempt				
	IT Technician I	Non-Exempt				
4	Maintenance Technician III	Non-Exempt				
	Mechanic II	Non-Exempt				
	Plant Operator B	Non-Exempt				
	Records-Evidence Supervisor & Exec. Asst (PD)	Non-Exempt				
	Public Works Inspector	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$26.5513	$33.1891	$39.8268	Hourly
			$2,124.11	$2,655.13	$3,186.14	Bi-Weekly
	Building Inspector I	Non-Exempt	$55,226.79	$69,033.33	$82,839.74	*If Annualized
5	IT Technician II (possible future IT Staff)	Non-Exempt				
	Maintenance Technician IV	Non-Exempt				
	Plant Operatior - A License	Non-Exempt				
	Planner I	Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$28.0000	$29.0000	$30.7500	Hourly
5a			$2,240.00	$2,320.00	$2,460.00	Bi-Weekly
			$58,240.00	$60,320.00	$63,960.00	*If Annualized
	Police Trainee/Cadet $29 upon grad to $30.75 upon FTO grad	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
			$29.1452	$36.4315	$43.7178	Hourly
			$2,331.62	$2,914.520	$3,497.42	Bi-Weekly
			$60,622.02	$75,777.52	$90,933.02	*If Annualized
6	Special Events Manager (move from grade 5)	Exempt				
	Civil Engineer I (possible future design engineer)	Exempt				
	Planner II	Exempt				
	IT Technician III	Non-Exempt				

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

2021 Pay Plan
Effective: January 1, 2021

Pay Grade	Position Title	FLSA Status	Min	Mid	Max	Pay Type
7			$30.7500	$38.4375	$46.1250	Hourly
			$2,460.00	$3,075.00	$3,690.00	Bi-Weekly
			$63,960.00	$79,950.00	$95,940.00	*If Annualized
	Police Officer-School Resource Officer I & II	Non-Exempt				
	Police Detective					
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
8			$31.4364	$39.2955	$47.1546	Hourly
			$2,514.91	$3,143.64	$3,772.37	Bi-Weekly
			$65,387.76	$81,734.64	$98,081.57	*If Annualized
	Building Inspector II	Non-Exempt				
	Senior Accountant	Exempt				
	Planner III/Senior Planner	Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
9			$33.1368	$41.4209	$49.7051	Hourly
			$2,650.94	$3,313.67	$3,976.41	Bi-Weekly
			$68,924.54	$86,155.47	$103,386.61	*If Annualized
	Lead Plant Operator	Non-Exempt				
	Town Clerk, Court Supervisor (Move from grade 7)	Exempt				
	Civil Engineer II - PW, Utility Manager	Exempt				
	Police Sergeant	Non-Exempt				
	Public Works Operations Manager	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
10			$38.0315	$47.5394	$57.0473	Hourly
			$3,042.52	$3,803.15	$4,563.78	Bi-Weekly
			$79,105.52	$98,881.95	$118,658.38	*If Annualized
	Building Official	Non-Exempt				
	Human Resources Manager (moved from grade 7)	Exempt				
	Information Technology Manager	Exempt				
	Open Space & Trails Manager	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
11			$40.5767	$50.7210	$60.8652	Hourly
			$3,246.14	$4,057.68	$4,869.22	Bi-Weekly
			$84,399.54	$105,499.68	$126,599.62	*If Annualized
	Assistant Town Manager (New for 2021)	Exempt				
	Town Engineer	Exempt				
	Public Works Advisor - Part Time	Non-Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
12			$45.8901	$57.3627	$68.3852	Hourly
			$3,671.21	$4,589.02	$5,506.82	Bi-Weekly
			$95,451.42	$119,314.42	$143,177.23	*If Annualized
		Non-Exempt				
	Town Planner-Community Development Director	Exempt				
	Police Chief	Exempt				
	Public Works Director	Exempt				
	Treasurer-Finance Director	Exempt				
Pay Grade	**Position Title**	**FLSA Status**	**Min**	**Mid**	**Max**	**Pay Type**
13			$59.7905	$74.7379	$89.6857	Hourly
			$4,783.24	$5,979.05	$7,174.86	Bi-Weekly
			$124,364.18	$155,455.22	$186,546.27	*If Annualized
	Town Manager	Exempt	S/B 15-20% ABOVE DIRECT REPORTS			

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

2021 Town Holidays Observed

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

Total 14 full days

2021 Town Holidays for Sworn Police Officers

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

Total 14 full days