Town Council
AMENDED AGENDA
Tuesday, February 9, 2021
ONLINE MEETING
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

1. This will be an online meeting.

   ACCESS THE ONLINE MEETING HERE

   Please note: All participants are automatically muted. In order to be called upon and unmuted, you will need to use the "raise hand."

   For technical difficulties please email bill.shrum@townofeagle.org and we will do our best to assist you.

CALL TO ORDER - 6:00 PM

MOMENT OF SILENCE

ROLL CALL - 6:05 PM

ADOPTION OF AGENDA - 6:05 PM *Opportunity for amendment or deletions to the agenda.*

PUBLIC COMMENT - 6:05 PM *Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to three (3) minutes per person per topic unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to sign in.*

CONSENT AGENDA - 6:10 PM *Consent agenda items are routine Town business, items which have received clear direction previously from the council, final land use file documents after the public hearing has been closed, or which do not require council deliberation. (5 Minutes)*

1. Minutes - January 26, 2021
2. Bill Pay - January 2021
3. 2020 Audit Engagement Letter with Maggard & Hood PC
4. Resolution No. 15, Series, 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving the Revision to the Eagle Bucks Program"
5. Resolution No. 16, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado, Adopting a Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code”

6. Resolution No. 18, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Brian Lieberman to Serve as the Town Representative on the Eagle Ranch Wildlife Committee for the Town of Eagle"

STAFF REPORTS - 6:15 PM *The Town Manager and department staff prepare and provide internal updates to the council.*

1. Town Manager Update
2. Department Update
    a. 2020 Sales Tax Summary

BUSINESS ITEMS - 6:25 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.*

1. PUBLIC HEARING/SECOND READING: Ordinance 01, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Chapter 5.03 of the Eagle Municipal Code to Grant to Black Hills Colorado Gas, Inc. D/B/a Black Hills Energy, Its Lessees, Successors and Assigns, a Natural Gas Franchise and the Authority to Construct, Operate, Maintain, and Extend a Natural Gas Distribution Plant and System, and Granting the Right to Use the Streets, Alleys, and Other Public Places Within the Present or Future Corporate Limits of the Town of Eagle, Colorado"
2. Community Requests Grant Review
3. Town Council Vacancy Process Review

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS 6:45 PM

1. Council Committee Update
2. Future Agenda Items

ADJOURN - 7:00 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

MEETING MINUTES
ONLINE MEETING
Town Council
Tuesday, January 26, 2021

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MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This was an online meeting.

CALL TO ORDER - 6:00 PM

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

ROLL CALL

COUNCIL MEMBERS PRESENT

Matt Solomon, Andy Jessen, Mikel Kerst, Scott Turnipseed, Ellen Bodenhemier, Adam Palmer, David Gaboury (6:35 p.m.)

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant to the Town Manager
Jenny Rakow, Town Clerk
Jill Kane, Finance Director/Treasurer
Chad Phillips, Comm Dev Director/Town Planner
Tom Gosiorowski, Public Works Director
Joey Staufer, Police Chief
Lynette Horan, Human Resources Manager

ADOPTION OF AGENDA

Mayor Turnipseed noted that the Council was removing two of the Executive Session topics regarding the Powell Annexation.

PUBLIC COMMENT

Mayor Turnipseed opened Public Comment for items not on tonight's agenda, there was no public comment.

PRESENTATIONS

1. Eagle County VISTA Comprehensive Plan Presentation, Eagle County & Community Builders

   Angelo Fernandez from Eagle County and Clark Anderson from Community Builders presented this item. A council member or staff member was requested to join the project stewardship team. Brandy Reitter noted Chad Phillips has served on these types of committees in the past and was planned to participate on this one. A council member was invited to participate as well.

CONSENT AGENDA

MOTION: Council Member Andy Jessen motioned to approve the Consent Agenda. The motion was seconded and passed with a vote of 6 in favor (Solomon, Jessen, Kerst, Turnipseed, Bodenhemier, and Palmer) and 0 opposed.

1. Minutes - January 12, 2021

2. Purchase Authorization for Public Works for a Truck with Snowplow and Sanding Equipment

3. 2020 and 2021 Eagle Town Budget

a. Ordinance No. 02, Series 2021, “An Ordinance Reappropriating Funds to the Various Funds and Spending Agencies, in the Amounts and for the Purpose as set forth below for the Town of Eagle, Colorado for the 2020 Budget Year”

b. Certify the 2021 Budget to send to the State by January 31, 2021

STAFF REPORTS

1. Town Manager Update

Brandy highlighted the Salvation Army follow-up for the number of donation requests. They did not have a specific request only offered what other entities have donated. Therefore, a donation amount would be up to the Council.

Eagle Bucks update that 51 businesses have signed up. Jill Kane provided some additional information on sales taxes not being excluded from Eagle Bucks transactions. This change is intended to streamline the process for both the Town and participating businesses. Discussion on turnaround time for reimbursements to businesses. Jill provided the process will be the same for accounts payable taking place every two weeks. Jill will have an updated Resolution for Eagle Bucks on the next Consent Agenda noting changes to the program.

BUSINESS ITEMS

1. Community Request Grants Review

Brian Hall presented this item. The final presentation and request for approvals will be at an upcoming Council meeting.

2. Land Use File Number AN20-01 Powell Park Annexation

Mayor Turnipseed opened file AN20-01. Attorney Matt Mire clarified that this item is not a public hearing and that will be set for a public hearing on March 23, 2021.

Peyton Heitzman presented this item.

a. Resolution No. 14, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Accepting a Petition for Annexation of a Parcel of Land Located in Unincorporated Eagle County and Setting a Public Hearing on the Annexation (Powell Park Annexation)"

MOTION: Council Member Andy Jessen motioned to approve Resolution No. 14, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Accepting a Petition for Annexation of a Parcel of Land Located in Unincorporated Eagle County and Setting a Public Hearing on the Annexation (Powell Park Annexation)". The motion was seconded and passed with a vote of 7 in favor (Solomon, Jessen, Kerst, Turnipseed, Bodenhemier, Gaboury, and Palmer) and 0 opposed.

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS

1. Council Committee Updates

Council Member Solomon noted he would be attending NWCCOG on Thursday.

Council Member Gaboury noted there is a Vail Valley Partnership workforce survey report for 2019 that may be more useful for 2020.

Council Member Jessen noted he attended the Grand Avenue Corridor Study Stakeholder meeting.

2. Vail Valley Mountain Trail Alliance GOCO Grant Funding Letter of Support for a Trail Conservation Crew
   Brian Lieberman presented this item. Council provided their consensus to send this letter of support.

3. Climbing Wall Park Discussion, Dave Dantas
   Larry Moore was present for this discussion and provided a presentation on an outdoor climbing wall.

   Council provided their consensus to review this proposal once it is applied for.

4. Future Agenda Items
   None

EXECUTIVE SESSION – 7:15 PM

MOTION: Council Member Andy Jessen motioned to enter into Executive Session for discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Manager; and to hold a conference with the Town's attorney to receive legal advice on specific legal questions and to develop a negotiation strategy and instruct negotiators, as it relates to the Intergovernmental Agreement with Mountain Recreation and the Eagle County School District RE50J and request to adjourn the regular meeting at the conclusion, pursuant to C.R.S. § 24-6-402(4)(b) and (e). The motion was seconded and passed with a vote of 7 in favor (Solomon, Jessen, Kerst, Turnipseed, Bodenhemier, Gaboury and Palmer) and 0 opposed. *Brandy Reitter affirmed she did not want to have the discussion during open session.*

Executive Session:

1. (1) for discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Manager;

   (2) to hold a conference with the Town's attorney to receive legal advice on specific legal questions and to develop a negotiation strategy and instruct negotiators, as it relates to the Intergovernmental Agreement with Mountain Recreation and the Eagle County School District RE50J and request to adjourn the regular meeting at the conclusion, pursuant to C.R.S. § 24-6-402(4)(b) and (e).

ADJOURN - 9:00 PM

Approved:

Scott Turnipseed, Mayor

Jenny Rakow, CMC Town Clerk

BILL SCHEDULE
JANUARY 2021

Town Council			
Executech Utah LLC	Computer Support	$	66.15
Eagle River Watershed Council	Community Requests		500.00
Total Town Council		**$**	**566.15**
General Government			
Meritain Health	Health Insurance Claims Paid	$	811.20
Rocky Mountain Reserve LLC	Health Benefits		1.40
Eagle County Government	Communication & Transportation		2,000.00
Gallery Collection	Communication & Transportation		1.89
CCCMA	Dues & Subscriptions		145.42
Colorado Municipal League	Dues & Subscriptions		4,826.00
Eagle Chamber Of Commerce	Dues & Subscriptions		1,666.67
Eagle County Government	Dues & Subscriptions		3,837.32
Northwest Colo Council Of Gov.	Dues & Subscriptions		5,245.00
Walking Mountains Science Center	Dues & Subscriptions		5,000.00
Verizon Wireless, Bellevue	Utility Services		50.63
Employer's Council Services, Inc.	Professional Services		23.75
Ireland Stapleton Pryor & Pascoe P.C.	Legal - General		6,106.00
Executech Utah LLC	Computer Support		99.23
Mammoth Networks	Computer Support		425.00
Civic Plus	Public Relations		4,245.42
Gallery Collection	Public Relations		1,110.29
Total General Government		**$**	**35,595.22**
General Administration			
Hixon, Scott & Lori	Utility Overpayment Refund	$	301.64
Jones, Ronald S.	Utility Overpayment Refund		178.15
NKM Family Trust	Utility Overpayment Refund		150.37
Young, Cathy	Utility Overpayment Refund		67.03
Walmart	Taxes And Other Receivables		48.47
CEBT	Health & Life Ins. Payable		63,620.74
Castro, Elva	Facility Usage Deposit Refund		375.00
Eagle Ranch Assoc.	Facility Usage Deposit Refund		550.00
Sutherland, Catharine	Facility Usage Deposit Refund		750.00
Vail Friends Of Dance	Facility Usage Deposit Refund		750.00
Meritain Health	Health Insurance Claims Paid		1,979.32
Rocky Mountain Reserve LLC	Health & Life Insurance		3.43
Amazon	Office Supplies		193.68
Color Coffee Roasters	Employee Appreciation		23.27
Pitney Bowes	Communication & Transportation		71.25
Colorado Mtn. News Media	Legal Notices		423.92
Costco	Dues & Subscriptions		154.21
Impact Development Fund	Dues & Subscriptions		1,500.00
Mail Chimp	Dues & Subscriptions		75.61

General Administration (Cont.)			
U.S. Post Office	Dues & Subscriptions		120.00
Century Link	Utility Services		1,059.11
Chase Paymentech	C.C. Transaction Fees		1,580.75
Xpress Bill Pay	C.C. Transaction Fees		859.34
Caselle, Inc.	Computer Support		3,020.98
Civic Plus	Computer Support		13,860.00
Executech Utah LLC	Computer Support		567.04
TEC Integration, Inc.	Computer Support		200.00
Lewan & Associates	Contract Payments		147.53
US Bank Equipment Finance	Contract Payments		417.92
Total General Administration		**$**	**93,048.76**
Community Development			
Meritain Health	Health Insurance Claims Paid	$	3,244.79
Rocky Mountain Reserve LLC	Health Benefits		5.62
Amazon	Office Supplies		749.71
Certified Mail Labels	Office Supplies		58.12
Fleet Services	Gas & Oil		28.49
Colorado Mtn. News Media	Legal Notices		108.34
Century Link	Utility Services		176.42
Verizon Wireless, Bellevue	Utility Services		118.64
Eagle County Government	Professional Services		130.00
Logan Simpson	Professional Services		9,429.00
McCool Development Solutions, LLC	Professional Services		57.50
Advanced Engineering & Environmental Svc	Planning Reimbursable		6,823.25
Alperstein & Covell, P.C.	Planning Reimbursable		357.50
Certified Mail Labels	Planning Reimbursable		436.25
Colorado Mtn. News Media	Planning Reimbursable		56.96
Garfield & Hecht, P.C.	Planning Reimbursable		1,739.50
LRE Water	Planning Reimbursable		8,685.75
Quenon Engineering And Surveying	Planning Reimbursable		800.00
Executech Utah LLC	Computer Support		463.05
Town Of Gypsum	Contract Services		962.50
US Bank Equipment Finance	Contract Payments		417.91
Total Community Development		**$**	**34,849.30**
Municipal Court			
Meritain Health	Health Insurance Claims Paid	$	81.12
Rocky Mountain Reserve LLC	Health Benefits		0.14
Staples	Office Supplies		16.26
Staples	Communication & Transportation		4.84
CAMCA	Dues & Subscriptions		21.33
Colorado Mtn. News Media	Recruitment		521.20
Indeed	Recruitment		231.24
LC Language Connection	Consultant		150.00
Caselle, Inc.	Computer Support		512.78
Executech Utah LLC	Computer Support		72.77
High Country Copiers	Contract Payments		25.37

Municipal Court (Cont.)			
Johnson, Erik A.	Contract Payments		1,500.00
Total Municipal Court		**$**	**3,137.05**
Streets			
Meritain Health	Health Insurance Claims Paid	$	3,515.19
Rocky Mountain Reserve LLC	Health & Life Insurance		6.09
Cintas Corporation	Office Supplies		29.74
Ewing Trucking And Construction LLC	Repair & Maintenance Supplies		17,465.87
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies		904.78
Grainger	Repair & Maintenance Supplies		730.72
Grand Junction Pipe & Supply	Repair & Maintenance Supplies		31.66
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies		77.71
Mac Equipment Inc	Repair & Maintenance Supplies		2,022.43
United Rentals (North America) Inc	Repair & Maintenance Supplies		12.87
Valley Electric Supply Inc	Repair & Maintenance Supplies		1,518.40
Wear Parts & Equip Co, Inc	Repair & Maintenance Supplies		773.16
Wylaco Supply Co	Repair & Maintenance Supplies		23.36
Auto Zone, Inc	Vehicle Repair & Maintenance Supplies		66.94
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies		1,233.22
Fleet Services	Gas & Oil		2,020.55
Glenwood Springs Auto Parts Inc	Gas & Oil		23.39
Glenwood Springs Auto Parts Inc	Equipment (Non-Capital)		67.30
Glenwood Springs Auto Parts Inc	Communication & Transportation		215.00
Mac Equipment Inc	Communication & Transportation		120.00
Century Link	Utility Services		808.21
Holy Cross Energy	Utility Services		3,246.57
Verizon Wireless, Bellevue	Utility Services		90.91
Employer's Council Services, Inc.	Professional Services		39.38
Caselle, Inc.	Computer Support		106.74
Executech Utah LLC	Computer Support		310.91
Berglund, Travis	Travel Expense		38.53
Berglund, Travis	CDL Testing		37.93
Colorado Mountain Medical, LLC	CDL Testing		257.00
Wetzel, Jeff	CDL Testing		250.00
Total Streets		**$**	**36,044.56**
Public Safety			
Meritain Health	Health Insurance Claims Paid	$	7,138.55
Rocky Mountain Reserve LLC	Health & Life Insurance		12.34
Amazon	Office Supplies		207.25
OG Printer Inc	Office Supplies		270.00
Vista Print	Office Supplies		27.92
Angel Armor	Operating Supplies		480.82
Arrowhead Scientific	Operating Supplies		33.00
Matthew Bender & Co	Operating Supplies		90.08
Progressive Microtechnology, Inc.	Operating Supplies		85.00
Tri-Tech Forensics Inc	Operating Supplies		54.00
U.S. Armor Corporation	Operating Supplies		327.50

Public Safety (Cont.)		
Amazon	Vehicle Repair & Maintenance Supplies	225.78
Auto Zone, Inc	Vehicle Repair & Maintenance Supplies	27.90
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	16.25
Lighting Accessory & Warning Systems LLC	Vehicle Repair & Maintenance Supplies	100.30
Fleet Services	Gas & Oil	2,269.52
Glenwood Springs Auto Parts Inc	Gas & Oil	17.94
Forward Tech Solutions, LLC	Equipment (Non-Capital)	269.97
Angel Armor	Equipment & Supplies - Grants	480.82
Arrowhead Scientific	Communication & Transportation	15.80
Lighting Accessory & Warning Systems LLC	Communication & Transportation	12.50
Progressive Microtechnology, Inc.	Communication & Transportation	24.55
Tri-Tech Forensics Inc	Communication & Transportation	13.38
Vista Print	Communication & Transportation	8.72
Colorado Assn Chief Of Police	Dues & Subscriptions	421.18
Int'l Assoc. For Property & Evidence Inc	Dues & Subscriptions	50.00
AT&T Mobility	Utility Services	616.55
Century Link	Utility Services	648.04
White Water Express Carwash	Repair & Maintenance Services	74.07
Executech Utah LLC	Computer Support	16.54
Technovia Consulting	Computer Support	2,431.00
Harvest Motel	Travel Expense	773.62
Huebner, Joseph	Travel Expense	91.17
Shaffer, Joseph	Travel Expense	133.44
Gourmet China	Meeting Expense	109.12
Pastatively	Meeting Expense	72.71
Pickled	Meeting Expense	26.54
Stout House Coffee	Meeting Expense	19.39
Colorado Assn Chief Of Police	Tuition & Books	242.36
Dolan Consulting Group LLC	Tuition & Books	95.00
Eagle County Animal Control	Animal Control	5,270.00
High Country Copiers	Contract Payments	45.49
Xerox Financial Services LLC	Contract Payments	190.53
Total Public Safety		**$ 23,536.64**
Buildings and Grounds		
Pinnacol Assurance	Worker's Compensation	$ 127.67
Meritain Health	Health Insurance Claims Paid	1,973.92
Rocky Mountain Reserve LLC	Health & Life Insurance	3.42
Cintas Corporation	Office Supplies	29.74
Alpine Lumber Co.	Repair & Maintenance Supplies	650.21
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	32.41
Grainger	Repair & Maintenance Supplies	130.80
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	147.82
Mac Equipment Inc	Repair & Maintenance Supplies	22.95
Mid-American Research Chemical	Repair & Maintenance Supplies	1,872.00
Valley Electric Supply Inc	Repair & Maintenance Supplies	551.20
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	8.58
Fleet Services	Gas & Oil	755.18

Buildings and Grounds (Cont.)			
Home Depot Credit Services	Equipment (Non-Capital)		519.03
Home Depot Pro	Janitorial Supplies		1,910.32
Mac Equipment Inc	Communication & Transportation		26.67
Mid-American Research Chemical	Communication & Transportation		311.65
Black Hills Energy	Utility Services		5,951.51
Century Link	Utility Services		2,031.72
Holy Cross Energy	Utility Services		4,734.68
Verizon Wireless, Bellevue	Utility Services		147.44
Employer's Council Services, Inc.	Professional Services		19.69
Jerrymaster Janitorial	Janitorial Maintenance Contracts		2,158.00
Mountain Pest Control, Inc.	Repair & Maintenance Services		4,200.00
Old Growth Tree Service	Repair & Maintenance Services		499.37
Orkin - Grand Jct. Adm Ctr.	Repair & Maintenance Services		62.46
Sno-White Linen Rental	Repair & Maintenance Services		222.62
Caselle, Inc.	Computer Support		106.74
Executech Utah LLC	Computer Support		248.06
Thyssenkrupp Elevator Corp.	Contract Payments		681.50
Total Buildings and Grounds		**$**	**30,137.36**
Information Center			
Century Link	Utility Services	$	217.68
Executech Utah LLC	Computer Support		66.15
Total Information Center		**$**	**283.83**
Marketing and Events			
Meritain Health	Health Insurance Claims Paid	$	540.80
Rocky Mountain Reserve LLC	Health & Life Insurance		0.94
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies		102.60
Verizon Wireless, Bellevue	Utility Services		51.34
Executech Utah LLC	Computer Support		76.07
Google Storage	Computer Support		1.93
Otter AI	Computer Support		96.94
Colorado Logos	Media		1,440.00
Boneyard	Event Production		72.71
Casa Mexico	Event Production		72.71
Eagle Diner	Event Production		71.98
Eagle Diner	Event Production		0.73
Grand Ave Grill	Event Production		96.95
Owashi	Event Production		72.71
Pastatively	Event Production		121.18
Signature Signs Inc	Event Production		594.00
Total Marketing and Events		**$**	**3,413.59**
Engineering			
Meritain Health	Health Insurance Claims Paid	$	829.22
Rocky Mountain Reserve LLC	Health Benefits		1.44
Cintas Corporation	Office Supplies		29.74
Fleet Services	Gas & Oil		180.78

Engineering (Cont.)		
Verizon Wireless, Bellevue	Utility Services	138.85
Executech Utah LLC	Computer Support	79.38
Total Engineering		**$ 1,259.41**
TOTAL GENERAL FUND		**$ 261,871.87**
CAPITAL IMPROVEMENTS FUND		
Taylor Fence Company	Town Shop Improvements	$ 13,197.00
Zehren And Associates, Inc	Grand Avenue Improvements	67,185.81
Uptown Services LLC	Project THOR	5,000.00
Dana Safety Supply, Inc.	Patrol Vehicles	14,344.00
Wrap Colorado	Patrol Vehicles	720.00
Total CAPITAL IMPROVEMENTS FUND		**$ 100,446.81**
WASTE WATER FUND		
Meritain Health	Health Insurance Claims Paid	$ 2,321.83
Rocky Mountain Reserve LLC	Health & Life Insurance	4.02
Copy Plus	Office Supplies	44.90
Polydyne Inc.	Operating Supplies	5,612.00
Eagle Embroidery Inc.	Uniforms	30.00
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	59.47
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	269.84
Lakeside Equipment Corp	Repair & Maintenance Supplies	960.00
Pye-Barker Fire & Safety LLC	Repair & Maintenance Supplies	392.00
Water Technology Group	Repair & Maintenance Supplies	7,006.58
Fleet Services	Gas & Oil	305.22
Federal Express Corp.	Communication & Transportation	328.04
Mid-American Research Chemical	Communication & Transportation	10.87
Nextrust Inc	Communication & Transportation	331.52
Black Hills Energy	Utility Services	8,026.93
Century Link	Utility Services	1,115.27
Holy Cross Energy	Utility Services	11,029.97
Verizon Wireless, Bellevue	Utility Services	142.50
Employer's Council Services, Inc.	Professional Services	98.43
Veris Environmental LLC	Sludge Disposal	1,622.93
Veris Environmental LLC	Sludge Disposal	1,632.33
Pye-Barker Fire & Safety LLC	Repair & Maintenance Services	649.00
Caselle, Inc.	Computer Support	514.26
Executech Utah LLC	Computer Support	334.72
Eagle River Water & Sanitation District	Testing & Permits	2,265.00
Mott MacDonald	Testing & Permits	31,397.25
Seacrest Group	Testing & Permits	1,310.00
SGS North America Inc	Testing & Permits	1,012.34
USDA Forest Service	Testing & Permits	151.24
Mott MacDonald	Tap Fee And Rate Study	10,416.50
Raftelis	Tap Fee And Rate Study	2,362.50
Meridian Intermountain	Contract Payments	407.00
Colorado Mtn. News Media	Capital Expenditures - Capitol 5th/6th	17.17

WATER WATER FUND (Cont.)		
Rick Mccoy Plumbing	Capital Expenditures-Treatment Plant	8,300.00
Total WASTE WATER FUND		**$ 100,481.63**
WATER FUND		
Meritain Health	Health Insurance Claims Paid	$ 2,965.38
Rocky Mountain Reserve LLC	Health & Life Insurance	5.13
Cintas Corporation	Office Supplies	29.73
DPC Industries, Inc.	Operating Supplies	1,631.00
USA Blue Book	Operating Supplies	206.75
Fastenal Company	Repair & Maintenance Supplies	34.58
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	1,131.97
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	49.23
Hach Company	Repair & Maintenance Supplies	9,930.60
Intermountain Sales, Inc.	Repair & Maintenance Supplies	25.00
Fleet Services	Gas & Oil	540.90
Grand Junction Pipe & Supply	Equipment (Non-Capital)	1,538.00
Grand Junction Pipe & Supply	Communication & Transportation	16.00
Hach Company	Communication & Transportation	323.12
Intermountain Sales, Inc.	Communication & Transportation	10.00
Nextrust Inc	Communication & Transportation	331.51
USA Blue Book	Communication & Transportation	15.88
Colorado Rural Water Association	Dues & Subscriptions	400.00
Northwest Colo Council Of Gov.	Dues & Subscriptions	1,857.00
AmeriGas	Utility Services	2,821.51
Black Hills Energy	Utility Services	217.98
Century Link	Utility Services	2,612.38
Holy Cross Energy	Utility Services	8,554.53
Verizon Wireless, Bellevue	Utility Services	234.84
Employer's Council Services, Inc.	Professional Services	236.25
Garfield & Hecht, P.C.	Legal	100.50
LRE Water	Engineering	1,931.75
Eagle River Water & Sanitation District	Testing & Permits	200.00
USDA Forest Service	Testing & Permits	151.24
Caselle, Inc.	Computer Support	514.26
Executech Utah LLC	Computer Support	446.51
US Bank Equipment Finance	Contract Payments	417.91
Colorado Mtn. News Media	Capital Expenditures - Capitol 5th/6th	17.17
Ground Engineering Consultants	Lower Basin Water Treatment	295.00
Total WATER FUND		**$ 39,793.61**
REFUSE FUND		
Nextrust Inc	Communication & Transportation	$ 331.51
Caselle, Inc.	Computer Support	514.24
Total REFUSE FUND		**$ 845.75**
SALES TAX CAPITAL IMPROVEMENTS FUND		
Alpine Engineering, Inc.	Professional Services	$ 675.00
Gore Range Surveying	Professional Services	350.00

SALES TAX CAPITAL IMPROVEMENTS FUND (Cont.)			
S2O Design & Engineering	Professional Services		5,357.15
Buchanan Sperline & Holleman PC	Legal		175.00
Total SALES TAX CAPITAL IMPROVEMENTS FUND		**$**	**6,557.15**
OPEN SPACE FUND			
Meritain Health	Health Insurance Claims Paid	$	16.22
Rocky Mountain Reserve LLC	Health Benefits		0.03
Alpine Lumber Co.	Repair & Maintenance Supplies		19.49
Copy Plus	Repair & Maintenance Supplies		12.14
Amazon	Equipment (Non-Capital)		96.55
Executech Utah LLC	Computer Support		58.20
Total OPEN SPACE FUND		**$**	**202.63**
TOTAL		**$**	**510,199.45**
PAYROLL		**$**	**341,178.94**
GRAND TOTAL		**$**	**851,378.39**

To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: February 9, 2021

Agenda Item: 2020 Audit Engagement Letter with Maggard & Hood PC

REQUEST: Review the Audit Engagement Letter between the Town and Maggard & Hood, P.C. for the year ended December 31, 2020.

INTRODUCTION: The Town's 2020 annual audit will again be remote this year and will be scheduled after April 15th. Staff will notify Council when the schedule has been finalized. Prior to commencement of the audit, the Town Manager and Council need to review and approve an Engagement Letter. The Engagement Letter defines the scope of work, the responsibilities and obligations of the Auditor as well as the Town, and audit fees.

ANALYSIS: The Engagement Letter includes standard language in accordance with Generally Accepted Auditing Standards (GAAS) and has not had any significant changes from the 2019 Engagement Letter.

COMMUNITY INPUT: None required.

BUDGET / STAFF IMPACT: The 2021 budget includes $33,000 for auditing and accounting services. This includes services for the annual audit as well as any additional accounting, auditing, or actuarial services required. The 2020 audit will require additional audit work due to the receiving loan proceeds for the Water Treatment Plant and Cares Act Funding, which includes federal funds exceeding $750,000. In 2020 the Town spent $38,008 on the 2019 annual audit. Maggard & Hood's hourly rates are below:

MAGGARD AND HOOD - HOURLY BILLING RATES		
POSITION	**HOURLY RATE**	**NOTES:**
Partner 1	$ 176	Regular Rate is $210; discounted for Town
Partner 2	175	Regular Rate is $205; discounted for Town
Staff 1	135	
Staff 2	90	
Admin	69	

STRATEGIC PLAN ALIGNMENT: Conducting the annual Town audit is aligned with two of our guiding principles: sustainable finances and transparency – Ensuring accuracy of financial records, compliance with accounting standards, and soundness of financial practices, including internal controls ensures the Town's financial strength and provides records for our customers which encourages public trust.

RECOMMENDED ACTION OR PROPOSED MOTION:
Motion to **approve** or **deny** the Maggard & Hood, P.C. 2020 Audit Engagement Letter.

ATTACHMENTS:

- 2020 Audit Engagement Letter

M&H
Maggard
& Hood, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

January 28, 2021

The Town of Eagle
Town Manager & Members of Town Council
Eagle, CO 81631

We are pleased to confirm our understanding of the services we are to provide for the Town of Eagle for the year ended December 31, 2020. We will audit the financial statements of the governmental activities, the business-type activities, each major fund and any aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Town of Eagle as of and for the year ended December 31, 2020.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) and certain budgetary comparison schedules, to accompany the Town of Eagle's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town of Eagle's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Statement of Revenues, Expenditures & Changes in Fund Balances–Budget & Actual–General Fund.

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of Eagle's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining and Individual Fund Financial Statements.
2. Annual Statement of Receipts and Expenditures for Roads, Bridges and Streets.
3. Schedule of Expenditures of Federal Awards.

● 901 GRAND AVENUE, SUITE 203 ● P.O. BOX 370 ● GLENWOOD SPRINGS, CO 81602 ●
● (970) 945-8588 ● FAX (970) 945-2398 ●

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to above when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards.*
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on comliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over comliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of the accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue a written report on completion of our Single Audit. Our reports will be addressed to the Council of the Town of Eagle. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Audit Procedures–General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Audit Procedures–General - *continued*

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct effect on the financial statements or on major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about your responsibilities for the financial statements, schedule of expenditures of federal awards, federal award programs, compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures–Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards.*

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during our audit, we will communicate to management and those charged with governance, internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures–Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town's compliance with the provisions of applicable laws, regulations, contracts, agreements and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards.*

Audit Procedures–Compliance - *continued*

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures describe in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Town of Eagle's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Comliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Town of Eagle's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Town of Eagle in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards.* We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; ensuring that there is reasonable assurance that government programs are administered in comliance with compliance requirements; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management Responsibilities - *continued*

You are responsible for the design and implementation of programs to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan if a separate Single Audit has been performed in the prior three years.

You are resopnsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audtied financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards. Your responsibilities include acknowledging to use in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you bleieve the schedule of expenditures of federal awards, including its form and content, is state fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prioer period (or, if they have changes, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements or make the audited financial statements readily available to users of the supplementary information as of the date the supplementary information is issued with our report. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes); and 4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management’s views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Management Responsibilities - *continued*

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Administration, Fees & Other

The audit documentation for this engagement is the property of Maggard & Hood, P.C. and constitutes confidential information. However, we may be requested to make certain workpapers available to Federal or State oversight agency pursuant to authority given to it by law or regulation. If requested, access to such workpapers will be provided under the supervision of Maggard & Hood, P.C. personnel. Furthermore, upon request, we may provide photocopies of selected workpapers to Federal or State agencies. The oversight agency may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies. The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by your federal cognizant agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting and audit finding, we will contact the party(ies) contesting the finding for guidance prior to destroying the audit documentation after the applicable retention period.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period. If you are unable to meet this deadline, you are responsible for requesting an extension for filing the federal audit clearinghouse Data Collection Form.

We will provide copies of our reports to the Town of Eagle; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

With regard to using the auditor’s report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We anticipate beginning our audit fieldwork at the end of April 2021 and issuing our reports in May 2021, provided no unanticipated circumstances are encountered. Roger Maggard is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Audit Administration, Fees & Other - *continued*

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for services will be rendered each month as work progresses and are payable on presentation. At this time we expect our fees to approximate those of the prior year's annual audit. If unexpected circumstances or delays are encountered during the audit and significant additional time is necessary, or should you request additional procedures to be performed that are beyond the scope of our planned engagement, we will discuss it with you before we incur the additional costs.

We appreciate the opportunity to be of service to the Town of Eagle and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

MAGGARD & HOOD, P.C.
Roger D. Maggard
Partner-in-Charge

RESPONSE:

This letter dated January 28, 2021 correctly sets forth the understanding of the Town of Eagle.

By: _____

Title: _____

Date: _____

To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: February 9, 2021

Agenda Item: Resolution No. 15, Series 2021, A Resolution to the Town Council of the Town of Eagle, Colorado Approving a Revision to the Eagle Bucks Program"

REQUEST: Staff requests that the Town Council review the revised resolution approving the Eagle Bucks program.

INTRODUCTION: In response to the economic impacts of COVID-19, staff presented ideas in December to support the business community during these challenging times. One of the ideas presented was Eagle Bucks which is a shop local program modeled after the Town of Basalt's "Basalt Bucks". The Town Council approved the Eagle Bucks Program on January 12,2021. During the implementation process, discussions with business owners and the Council it was decided that a few modifications should be made to the original Eagle Bucks Program approved on January 12th.

ANALYSIS:

Revised Program Summary: The Town will mail two twenty-dollar ($20) vouchers to all Eagle box holders to use at participating Town of Eagle businesses. There is no obligation to participate in the program. The projected budget for the program is $95,000, assuming a 53.56% return rate. Vouchers are transferrable but can only be used once. The Town will reimburse participating businesses once they produce the voucher and associated itemized receipts. Businesses will be reimbursed the lesser of the value of the voucher or the total of the itemized receipt, less any exemptions. The vouchers cannot be used to purchase gift cards, lottery items, marijuana products, tobacco products, alcohol from liquor store retailers, pharmaceuticals, grocery store items, or gasoline. Sales tax will be collected on the entire sale and shall not be discounted for use of an Eagle Bucks voucher. The program will run through April 15th. Staff will publish an Eagle Bucks webpage on the Town website that includes all participating businesses, information, and guidelines.

Changes made from the Originally Approved Program:

- Sales Tax is no longer an exemption due to the feedback received from local businesses and the difficulty in administering
- Services are no longer an exemption in order to include a greater number of Eagle Businesses that might be struggling during this time
- The projected budget has increased from $60,000 to $95,000 due to the increased amount per household
- The number of total vouchers printed is increased from 3,000 to 8,220 due to each household receiving two vouchers instead of one

Eagle Bucks Timeline:

- Staff issued the press release on the Program on January 14th and a revised press release on January 20th
- Business will be able to register to participate throughout the entire duration of the program (Businesses information will be included on the website once registered)
- For Businesses to be included on the informational flyer that will be mailed with the vouchers, they needed to register with the Town by January 25th
- Vouchers will be mailed by February 15th
- The program expires on April 15th
- Final day for business to submit for refunds with the Town will be May 28th

COMMUNITY INPUT: Community input was not required. However, before the Town Council approved the idea, the Town heard from some businesses seeking support. The program was also discussed with the Eagle Chamber of Commerce and the Economic Vitality Committee, who expressed support. A letter from the Eagle Chamber of Commerce in support of the program is included in the packet.

BUDGET / STAFF IMPACT: There is a staff and budget impact with this proposal. Staff time is required for setup of website, design of materials, processing of mailings, and reimbursements submitted by businesses. The budget impact is $95,000 or more. This includes:

- $ 5,300 for materials, printing, and postage
- $ 1,640 for advertising
- $88,060 for voucher reimbursement to businesses (This assumes a 53.56% return rate; Basalt achieved a 45% return rate)

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: This proposal aligns with the following business values and strategic goals in the new Strategic Plan:

Stimulate Economic Vitality and Development – This program is a proactive step to support local businesses during the COVID-19 economic recovery. Eagle Bucks will encourage citizens to shop locally and support the economy.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** the adoption of Resolution No. 15, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving the Revised Eagle Bucks Program"

ATTACHMENTS:

- Resolution No. 15

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 15
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO APPROVING THE REVISION TO THE EAGLE BUCKS PROGRAM

WHEREAS, the Governor of the State of Colorado has declared and extended a statewide emergency regarding the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from the COVID-19 pandemic;

WHEREAS, the ongoing COVID-19 pandemic has caused detrimental impacts on the Town's local business community;

WHEREAS, to aid and support local businesses affected by the economic impacts of the COVID-19 pandemic, the Town desires to adopt the Eagle Bucks Program (the "Program") to encourage residents to shop local and to marketing local businesses to consumers; and

WHEREAS, the Town Council finds that the Program will serve a significant public purpose in aiding the health of the local economy and that it is in the best interest of the public health, safety and welfare to approve the Program.

WHEREAS, the Town Council finds that revisions to the original Program are necessary.

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

Section 1. The Town Council hereby approves and authorizes the revised Eagle Bucks Program as attached.

INTRODUCED, READ, PASSED AND ADOPTED ON FEBRUARY 9, 2021.

TOWN OF EAGLE, COLORADO

_____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, Town Clerk

Eagle Bucks Program

Public Purpose: The public purpose of the Eagle Bucks Program (the "Program") is to support local businesses located in the Town of Eagle during the ongoing COVID-19 pandemic by encouraging residents to shop local and by marketing local businesses to consumers to aid in the health of the local economy.

Funding: The projected budget for the Program is $95,000 and shall be funded from the Town's General Fund. The Program assumes a voucher return rate of 53.56% and if exceeded the Program will exceed the projected amount.

Participating Businesses: Eagle Bucks vouchers may only be used at qualifying and participating merchants and restaurants within the Town with a current Town business license. Merchants and restaurants are not obligated to participate in the Program and any business may refuse to allow the use of Eagle Bucks vouchers towards the credit of any purchase.

Number and Distribution of Vouchers: The number of Eagle Bucks vouchers printed by the Town shall not exceed 8,220. Each voucher shall be numbered and printed in such a manner to prevent duplication and enable simple verification by participating businesses of the Program. Two vouchers in the redemption amount of $20 will be mailed to each post office box in the Town of Eagle. Additional paper vouchers may be made available by the Town at or through special events. Vouchers are transferable but may only be redeemed once.

Consumer Use of Vouchers: To use an Eagle Bucks voucher, a consumer must present and surrender the voucher to the participating business at the time of making a purchase. Vouchers must be presented and surrendered in person and may not be used for online purchases. Sales tax will be collected on the entire sale and shall not be discounted for use of an Eagle Bucks voucher. The entire voucher must be used or surrendered in one sale regardless of whether the sale meets or exceeds $20, and any remaining value is not redeemable for cash. The vouchers cannot be used to purchase tobacco, marijuana, alcohol, grocery store items, pharmaceuticals, lottery tickets, gift cards, or gasoline. There is a limit of one Eagle Bucks voucher per person, per visit. Vouchers cannot be copied or reproduced. Vouchers must be used by consumers at a participating business on or before April 15, 2021.

Participating Business Reimbursement of Eagle Bucks Vouchers: Participating businesses may be reimbursed by the Town for the money redeemed by an Eagle Bucks voucher by mailing the original voucher and reimbursement form to the Town at P.O. Box 609, Eagle, CO 81631, with a copy of the itemized receipt for the purchase attached. The Town will then mail the participating business a check in the amount of verified vouchers redeemed, for a maximum amount of $20 per voucher or the amount of the sale receipt, whichever is less. Vouchers must be redeemed to the Town by participating businesses on or before May 28, 2021, whereupon the vouchers will expire.

To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: February 9, 2021

Agenda Item: Resolution 16, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Establishing and Adopting a Revised Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code"

REQUEST: Staff is requesting that the Council review the resolution for the 2021 revised fee schedule for approval.

BACKGROUND: The Council reviewed the first draft of the 2021 Fee Schedule at the October 27th Council work session. Staff received the 2021 price increase from Vail Honeywagon on October 27th, which was too late to include in the information provided to Council on that date. However, Staff failed to include the changes in the following work sessions. This resolution revises the fee schedule based on the Vail Honeywagon letter attached.

ANALYSIS: Per the Town's contract with Vail Honeywagon, the monthly residential refuse rates are to increase by CPI annually. CPI for the 2021 increase was 3.1%. Staff originally included this increase in the October 27th draft fee schedule. In previous years Vail Honeywagon had decided not to increase the residential second can rate, thus staff did not make the increase for 2021 in the October 27th draft fee schedule. In the letter attached from Vail Honeywagon they rounded down the 3.1% CPI increase to 3%, however, did include the increase to the second can rate for 2021. These are the proposed 2021 Fee Schedule changes:

UTILITY FEES					
FEE TYPE	FEE TITLE	2020 FEE - ADOPTED	2021 FEE - ADOPTED	2021 FEE - REVISED	PROPOSED FEE CHANGE
REFUSE FEE	Residential monthly charges rubish removal and recycling base fee	$ 26.14	$ 26.95	$ 26.92	FEE CHANGE
REFUSE FEE	Additional can fee per month	$ 20.89	$ 20.89	$ 21.52	FEE CHANGE

COMMUNITY INPUT: Not required, the increase is per the Town's contract with Vail Honeywagon.

BUDGET/STAFF IMPACT: The increased fees charged by Vail Honeywagon were budgeted appropriately, staff just missed the increase in the fee schedule. The fees are directly passed through to the customers, thus there is no impact to the Refuse Fund – Fund balance.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: The changes to the refuse rates in 2021 Fee Schedule reflect our guiding principles to provide reliable and cost-effective trash and recycling services, as well as, to achieve transparency with our customers by having all fees in the Town fee schedule so they can be easily found.

RECOMMENDED ACTION OR PROPOSED MOTION: Motion to **approve** or **deny** adoption of Resolution 16, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Establishing and Adopting A Revised Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code".

ATTACHMENTS:

- Vail Honeywagon Letter: 2021 Price Increases
- Resolution 16-2021 – Adopting a Revised 2021 Fee Schedule
- 2021 Fee Schedule (02.09.21) – Exhibit A

October 27, 2020

Town of Eagle

January 1, 2021 the price increase for the CPI calculated to 3%. Section G Item of the Contract. This rate increase on the Town of Eagle Master Account #166518
New rates starting January 1, 2021 will be $26.92 or the first 96 gallon trash container and $21.52 for the second 96 gallon trash container. These rates include: the recycling containers for residents, and the town containers:

Pool Ice Rink	6 yard 1x week service	3-96 gallon recycle containers every other week service
Open Space	4 yard 1x week service	
Maintenance Shop	2-8 yard 2x a week service	
Town Office	4 yard 1x week service	
Waste Water	4-3 y ard 1x week service	
Yard Waste Site	4 yard on call service	
Info Center	6 yard 1x a week service	2-96 gallon recycle containers every other week service
Pavilion	8 y ard 2x a week service	
Old Town Offices	2-96 gallon trash 1x week service	

These containers will also receive a 3% increase	New Rate January 1, 202
4 CANS - 710,712,714,716 PRINCE ALLEY- CREEKSIDE LOFTS	$107.69
2 YD DUMPSTER - 801 BRUSH CR TERRACE	$215.39
2 YD DUMPSTER - 440 & 450 BROOKS LANE	$107.69
2 YD DUMPSTER - 611 KING RD (VH HAS AS 611 CASCADE)	$107.69
2 YD DUMPSTER - 214 WALL	$107.69
2 YD DUMSPTER - 120 2ND STREET	$107.69
2 YD DUMPSTER - 125 CAPITOL ST	$72.10

Please note, Town of Eagle is still Dual Stream, issues with cardboard still trying to be recycled, upon audit, many residents have requested from us single stream recycling, thus told them to talk to the town.

CDOW and Vail Honeywagon have received over the summer months a total of 175 phone calls in regards to the bears attacking their containers. Requests for animal resistant containers have come in from the Terrace, Eagle Ranch and the core town of Eagle residents and from CDOW.

Please see attached Diversion Reporting YTD for 2020 and Dual Stream educational flyer.

Please contact me with any questions

Jennifer L. Collins
Business Development Manager Vail Honeywagon
970-471-5393 jennifer@vailhoneywagon.com

Exhibit A:

ADMINISTRATIVE FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
LIQUOR LICENSE FEE	Late Renewal	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	License Application Fee	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Licensed Drugstore	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Limited Liability Change	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Lodging & Entertainment	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
LIQUOR LICENSE FEE	Manager Registration (Hotel & Restaurant; Tavern; Lodging & Entertainment; Campus Liquor Complex)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Master File Background	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Mini Bar Permit with Hotel Restaurant License	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Modification of Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE
LIQUOR LICENSE FEE	Optional Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue, Liquor Licensing Division.	NO CHANGE

TOWN CLERK FEES

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

TOWN CLERK FEES

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

TOWN CLERK FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Change of Manager	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Late Renewal Fee	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED License New	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Modification of Premises	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE
MARIJUANA LICENSE FEE	Marijuana MED Renewal Fee (ANNUAL)	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	This fee shall be charged as set forth in the fee schedule currently adopted by the State of Colorado Department of Revenue Marijuana Enforcement Division	NO CHANGE

TOWN CLERK FEES

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

FACILITY RENTAL

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

FACILITY RENTAL

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Repair Fee	$ 65 / half hour plus 1.25 x Cost of parts minimum: half hour	$ 65 / half hour plus 1.25 x Cost of parts minimum: half hour	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Stains on Carpet	$75 / Stain	$75 / Stain	NO CHANGE
FACILITY RENTAL FEES	Pavilion/Studio-Liability Insurance: Low, Medium, and High Hazard Events	Per Colorado Intergovernmental Risk Sharing Agency's (CIRSA) Special Event liabiltiy insurance schedule	Per Colorado Intergovernmental Risk Sharing Agency's (CIRSA) Special Event liabiltiy insurance schedule	NO CHANGE
TOWN HALL FEES	Town Hall Conference Room	$ 25	$ 25	NO CHANGE
TOWN HALL FEES	Town Hall Council Chambers	$ 50	$ 50	NO CHANGE

SPECIAL EVENT FEES

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

BUILDING DEPARTMENT FEES

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

BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
BUILDING PERMIT FEES	Building Permit Fee - Total Valuation 1,000,000.01 and up	$6,564.55 for the first 1,000,000 plus $4.30 for each add 'l 1,000	$6,564.55 for the first 1,000,000 plus $4.30 for each add 'l 1,000	NO CHANGE
CONTRACTORS REGISTRATION FEES	Building Contractor's Registration	$ 50.00	$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Plumbing Contractor's Registration	$ 50.00	$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Special Contractor's Registration	$ 50.00	$ 50.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	General Contractor's Registration	$ 100.00	$ 100.00	NO CHANGE
CONTRACTORS REGISTRATION FEES	Electrical Contractor's Registration	$ -	$ -	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - Under 1,000 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - 1,001-1,500 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - 1,501-2,000 square feet	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Residential - More than 2,000 sf	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee – Commercial – Total Valuation 1-2,000	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee – Commercial – Total Valuation 2,001 and above	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Permit Fee - Mobile home and travel trailer parks	15% above the fees established by the State Electrical Board	15% above the fees established by the State Electrical Board	NO CHANGE
ELECTRICAL PERMIT FEES	Electrical Temporary power permits	$ 57.50	$ 57.50	NO CHANGE
~~ELEVATOR PERMIT FEES~~	~~Elevator (up to 3 stops), Dumbwaiter & Lift Annual Certificate of Inspection~~	~~$ 225.00~~	~~$ 225.00~~	REMOVE
~~ELEVATOR PERMIT FEES~~	~~Escalator Annual Certificate of Inspection~~	~~$100 / hour~~	~~$100 / hour~~	REMOVE
~~ELEVATOR PERMIT FEES~~	~~Conveyance Alteration Permit Fees Total Valuation of Alteration 1-10,000~~	~~$ 350.00~~	~~$ 350.00~~	REMOVE
~~ELEVATOR PERMIT FEES~~	~~Conveyance Alteration Permit Fees Total Valuation of Alteration 10,001-25,000~~	~~$ 500.00~~	~~$ 500.00~~	REMOVE

BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
ELEVATOR PERMIT FEES	Conveyance Alteration Permit Fees Total Valuation of Alteration 25,000 and up	$500 for the first 25,000 plus $20 for each additional 1,000 or fraction thereof	$500 for the first 25,000 plus $20 for each additional 1,000 or fraction thereof	REMOVE
ELEVATOR PERMIT FEES	New Passenger or Freight Elevator, Lula, Escalator or Moving Walk Total Valuation 1-50,000	$ 500.00	$ 500.00	REMOVE
ELEVATOR PERMIT FEES	New Passenger or Freight Elevator, Lula, Escalator or Moving Walk Total Valuation 50,000 and up	$500 for first 50,000 plus $20 for each 1,000 or fraction thereof over 50,000	$500 for first 50,000 plus $20 for each 1,000 or fraction thereof over 50,000	REMOVE
ELEVATOR PERMIT FEES	New Lift, Dumbwaiter or Private Residence Elevator Total Valuation 1 20,000	$ 350.00	$ 350.00	REMOVE
ELEVATOR PERMIT FEES	New Lift, Dumbwaiter or Private Residence Elevator Total Valuation 20,000 and up	$350 for first 20,000 plus $10 for each 1,000 or fraction thereof over 20,000	$350 for first 20,000 plus $10 for each 1,000 or fraction thereof over 20,000	REMOVE
ELEVATOR PERMIT FEES	Reinspections	$150/Hour	$150/Hour	REMOVE
ELEVATOR PERMIT FEES	Witness Inspection	$150/Hour	$150/Hour	REMOVE
ELEVATOR PERMIT FEES	Elevator/Escalator - Inspections outside of normal business hours	$150/Hour (Minimum 2 Hours)	$150/Hour (Minimum 2 Hours)	REMOVE
ELEVATOR PERMIT FEES	Elevator/Escalator - Inspections for which no fee is specifically indicated	$150/Hour (Minimum 1 Hour)	$150/Hour (Minimum 1 Hour)	REMOVE
ELEVATOR PERMIT FEES	Elevator/Escalator - Additional Plan Review required by Changes, Additions, Revisions	$150/Hour (Minimum 1 Hour)	$150/Hour (Minimum 1 Hour)	REMOVE
ELEVATOR PERMIT FEES	Elevator Fire Alarm Permit	$150/Hour	$150/Hour	REMOVE
ELEVATOR PERMIT FEES	Reinspection fees	$1,000 per unit	$1,000 per unit	NO CHANGE
GRADING PERMIT FEES	Grading Permit Fee - 50 cubic yards or less	$ 65.00	$ 65.00	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
GRADING PERMIT FEES	Grading Permit Fee - 51-100 cubic yards	$65 for the first 50 cy plus $15.00 for each add 'l 10 cy or fraction thereof	$65 for the first 50 cy plus $15.00 for each add 'l 10 cy or fraction thereof	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
GRADING PERMIT FEES	Grading Permit Fee - 101-1,000 cubic yards	$140 for the first 1,000 cy plus $10.50 for each add 'l 100 cy or fraction thereof	$140 for the first 1,000 cy plus $10.50 for each add 'l 100 cy or fraction thereof	REMOVE - FEE IS IN ENGINEERING DEPARTMENT

BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
~~GRADING PERMIT FEES~~	~~Grading Permit Fee - 1,001-10,000 cubic yards~~	~~$234.50 for the first 1,000 cy plus $9.00 for each add'l 1,000 cy or fraction thereof~~	~~$234.50 for the first 1,000 cy plus $9.00 for each add'l 1,000 cy or fraction thereof~~	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
~~GRADING PERMIT FEES~~	~~Grading Permit Fee - 10,001-100,000 cubic yards~~	~~$315.50 for the first 10,000 cy plus $40.50 for each add'l 10,000 cy or fraction thereof~~	~~$315.50 for the first 10,000 cy plus $40.50 for each add'l 10,000 cy or fraction thereof~~	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
~~GRADING PERMIT FEES~~	~~Grading Permit Fee - 100,001 cubic yards or more~~	~~$680 for the first 100,000 cy plus $22.50 for each add'l 10,000 cy or fraction thereof~~	~~$680 for the first 100,000 cy plus $22.50 for each add'l 10,000 cy or fraction thereof~~	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
~~GRADING PERMIT FEES~~	~~Grading Plan Review Fee~~	~~$65/Hour (Minimum 2 Hours)~~	~~$65/Hour (Minimum 2 Hours)~~	REMOVE - FEE IS IN ENGINEERING DEPARTMENT
INSPECTIONS	Reinspection fees	$50/Hour (Minimum 1 hour)	$50/Hour (Minimum 1 hour)	NO CHANGE
INSPECTIONS	Inspections for which no fee is specifically indicated	$50/Hour (Minimum 1 hour)	$50/Hour (Minimum 1 hour)	NO CHANGE
INSPECTIONS	Inspections outside of normal business hours 8am-5pm	$100/Hour (Minimum 2 Hours)	$100/Hour (Minimum 2 Hours)	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Single-wide Mobile Home	$ 200.00	$ 200.00	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Double-wide Mobile Home	$ 300.00	$ 300.00	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Factory Built/Manufactured Home Double Unit	$ 500.00	$ 500.00	NO CHANGE
MANUFACTURED/MOBILE HOME PERMIT FEES	Factory Build/Manufactured Home Triple Unit	$ 800.00	$ 800.00	NO CHANGE
~~MANUFACTURED/MOBILE HOME PERMIT FEES~~	~~Mobile Home/Factory Build/Manufactured Home Certification Tag~~	~~$ 45.00~~	~~$ 45.00~~	REMOVE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 1-2,000	$ 65.00	$ 65.00	NO CHANGE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 2,001-25,000	$65 for the first 2,000 plus $22 for each additional 1,000 of fraction thereof up to 25,000	$65 for the first 2,000 plus $22 for each additional 1,000 of fraction thereof up to 25,000	NO CHANGE
MECHANICAL PERMIT FEES	Mechanical Permit Fee Total Valuation 25,001 or more	$571 for the first 25,000 plus $11 for each additional 1,000 or fraction thereof	$571 for the first 25,000 plus $11 for each additional 1,000 or fraction thereof	NO CHANGE

BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
MECHANICAL PERMIT FEES	Replacement of existing boiler or furnace	$ 65.00	$ 65.00	NO CHANGE
PERMIT ISSUE/TRANSFER	Permit issuance or transfer (Issuance fee does not apply for Electrical Permits)	$ 25.00	$ 25.00	NO CHANGE
~~PERMIT ISSUE/TRANSFER~~	~~Replacement Permit Card~~	~~$ 25.00~~	~~$ 25.00~~	REMOVE
PLAN REVIEW	Repetitive Plan Check Fee - Residential (multi-family)	$75/Hour (Minimum 4 Hours)	$75/Hour (Minimum 4 Hours)	NO CHANGE
PLAN REVIEW	Repetitive Plan Check Fee - Commercial/Industrial/Mixed Use	$75/Hour (Minimum 5 Hours)	$75/Hour (Minimum 5 Hours)	NO CHANGE
PLAN REVIEW	Additional Plan Review required by Changes, Additions, Revisions	$75/Hour (Minimum 1 Hour)	$75/Hour (Minimum 1 Hour)	NO CHANGE
PLAN REVIEW	Plan Check Fee	65% of the amount of the Building Permit Fee	65% of the amount of the Building Permit Fee	NO CHANGE
PLAN REVIEW	Use of an Outside Consultant for plan check and/or inspection	Actual Costs	Actual Costs	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 1-2,000	$ 65.00	$ 65.00	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 2,001-25,000	$65 for the first 2,000 plus $22 for each additional 1,000 of fraction thereof up to 25,000	$65 for the first 2,000 plus $22 for each additional 1,000 of fraction thereof up to 25,000	NO CHANGE
PLUMBING PERMIT FEES	Plumbing Permit Fee Total Valuation 25,001 or more	$571 for the first 25,000 plus $11 for each additional 1,000 or fraction thereof	$571 for the first 25,000 plus $11 for each additional 1,000 or fraction thereof	NO CHANGE
PLUMBING PERMIT FEES	Replacement of existing hot water heater	$ 65.00	$ 65.00	NO CHANGE
PV SOLAR PERMIT FEES	Residential PV Installation -	$ 250.00	$ 250.00	NO CHANGE
PV SOLAR PERMIT FEES	Commercial PV Installation -	$ 500.00	$ 500.00	NO CHANGE
WATER METER FEES	Water Meter Fees - 1" Service	$ 990	$ 990	NO CHANGE
WATER METER FEES	Water Meter Fees - ¾" Service	$ 960	$ 960	NO CHANGE

BUILDING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
WATER METER FEES	Water Meter Fees - Greater than 1” Service	Meter and all items associated with insallation of meters larger than 1" - actual cost x 2	Meter and all items associated with insallation of meters larger than 1" - actual cost x 2	NO CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) In Town	$ 10,646	$ 12,243	FEE CHANGE
PLANT INVESTMENT FEE-WATER	Water Per Equivalent Residential Unit (EQR) Out of Town	$ 15,969	$ 18,365	FEE CHANGE
PLANT INVESTMENT FEE-WATER	Deed Restricted Affordable Housing or Local Employee residence, per unit	50% Discount	50% Discount	NO CHANGE
PLANT INVESTMENT FEE-SEWER	Sewer - Per Equivalent Residential Unit ~~Residential - Single Family Residence~~ (1.0 EQR)	$ 10,000	$ 10,000	FEE TITLE CHANGE

PLANNING DEPARTMENT FEES

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

PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
LAND USE APPLICATION FEES	PUD Residential Zoning Plan	$750 plus $25 per du + $7,000 Deposit	$750 + $25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Residential Development Plan	$1,000 plus $25 per du + $12,000 Deposit	$1,000 + $25 per du + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Commercial & Industrial Zoning Plan	$800 + $5,000 Deposit	$800 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Commercial & Industrial Development Plan	$1,250 + $10,000 Deposit	$1,250 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Multiple Use - Zoning Plan	$1,000 + $7,000 Deposit	$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Multiple Use - Development Plan	$2,000 + $12,000 Deposit	$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Zoning Plan and Development Plan Combination	Listed Fee with 15% discount +$10,000 Deposit	Listed Fee with 15% discount + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Minor Amendment	$500 + $3,000 Deposit	$500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	PUD Major Amendment	$1,500 + $5,000 Deposit	$1,500 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Sketch Plan	$500 Plus $25 per Lot + $3,000 Deposit	$500 Plus $25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Preliminary Plan	$800 Plus $25 per Lot + $5,000 Deposit	$800 Plus $25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Final Plat	$800 Plus $25 per Lot + $7,000 Deposit	$800 Plus $25 per Lot + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT

PLANNING DEPARTMENT FEES

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
LAND USE APPLICATION FEES	Subdivision - Lot Line Adjustment	$450 +$ 600 Deposit	$450 +$ 600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Condominium/Townhouse Plat	$450 + $2,000 Deposit	$450 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision – Minor	$550 + $600 Deposit	$550 + $600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Subdivision - Combination Sketch Plan/Prelim Plan	Listed fees with 15% discount + $5,000 Deposit	Listed fees with 15% discount + 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Subdivision - Combination Prelim/Final Plat	Listed fees with 15% discount + $10,000 Deposit	Listed fees with 15% discount + deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Special Use Permit	$600 + $600 Deposit	$600 + $600 Deposit	NO CHANGE
LAND USE APPLICATION FEES	Special Use Permit – Amendment	$ 350	$ 350	NO CHANGE
LAND USE APPLICATION FEES	Sign Permit	$ 50	$ 50	NO CHANGE
LAND USE APPLICATION FEES	Sign Permit - Comprehensive sign program	$ 100	$ 100	NO CHANGE
LAND USE APPLICATION FEES	Design Variance - non DP or Subdivision	$ 300	$ 300	NO CHANGE
LAND USE APPLICATION FEES	Temporary Use Permit - No Hearing	$ 250	$ 250	NO CHANGE
LAND USE APPLICATION FEES	Temporary Use Permit - Public Hearing	$ 600	$ 600	NO CHANGE
LAND USE APPLICATION FEES	Address Change Fee	$ 25	$ 25	NO CHANGE
LAND USE APPLICATION FEES	Planner - Hourly Rate	$ 60	$ 60	NO CHANGE
LAND USE APPLICATION FEES	Development Permit - Minor non PUD	$1,000 + $1,200 Deposit	$1,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Development Permit - Major non PUD	$2,000 + $3,000 Deposit	$2,000 + Deposit of 20% of estimated passthrough costs	NO CHANGE TO FEE/CHANGE TO DEPOSIT AMOUNT
LAND USE APPLICATION FEES	Encroachment Permit	$ 250	$ 250	NO CHANGE
LAND USE APPLICATION FEES	An Appeal of a Planning Decision	N/A	Original application fee (No Deposit)	NEW FEE
STREET IMPROVEMENT FEES	Residential single family	$1,016 per dwelling unit	$1,016 per dwelling unit	NO CHANGE
STREET IMPROVEMENT FEES	Residential multifamily	$646 per dwelling unit	$646 per dwelling unit	NO CHANGE
STREET IMPROVEMENT FEES	Bank	$7,634 per 1,000 sf	$7,634 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Convenience Store w gas	$10,309 per 1,000 sf	$10,309 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	High turnover sit down restaurant	$3,613 per 1,000 sf	$3,613 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Fast food restaurant	$13,681 per 1,000 sf	$13,681 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Industrial	$194 per 1,000 sf	$194 per 1,000 sf	NO CHANGE
STREET IMPROVEMENT FEES	Commercial General	$1,016 per 1,000 sf	$1,016 per 1,000 sf	NO CHANGE

ENGINEERING DEPARTMENT FEES

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

PUBLIC WORKS DEPARTMENT

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

PUBLIC WORKS DEPARTMENT

FEE TYPE	FEE TITLE	2020 FEE	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Demo Saw + Employee Rate -Not For Public	$7.20 + $38/Hour	$7.20 + $38/Hour	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Air Compressor -Not For Public	$104/Day	$104/Day	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Traffic Cones -Not For Public	$1.25/Cone	$1.25/Cone	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Type 2 barricades -Not For Public	$2.00/Barricade	$2.00/Barricade	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Type 3 barricades -Not For Public	$2.75/Barricade	$2.75/Barricade	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Traffic Barrels -Not For Public	$2.50/Barrel	$2.50/Barrel	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Additional signage -Not For Public	$1.50 /Sign	$1.50 /Sign	NO CHANGE
PUBLIC WORKS-FOR EMERGENCY RESPONSE	Variable Message Sign -Not For Public	$220/Day	$220/Day	NO CHANGE

UTILITY FEES

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

UTILITY FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
WATER FUND FEE	**Out of Town Non-Residential Commercial & Mixed Use base fee (per unit)**	$ 54.53	$ 56.16	FEE CHANGE
WATER FUND FEE	0-6,000	$ 4.64	$ 4.77	FEE CHANGE
WATER FUND FEE	6,000 +	$ 10.19	$ 10.49	FEE CHANGE
WATER FUND FEE	**Non-Residential Government, Schools & Churches base fee (per unit)**	$ 54.53	$ 56.16	FEE CHANGE
WATER FUND FEE	0-6,000	$ 4.64	$ 4.77	FEE CHANGE
WATER FUND FEE	6,000 +	$ 10.19	$ 10.49	FEE CHANGE
WATER FUND FEE	**Residential/ Non- Residential Compound Meter High Side base fee(per unit)**	$ -	$ -	FEE CHANGE
WATER FUND FEE	All Usage	$ 10.19	$ 10.49	FEE CHANGE
WATER FUND FEE	**Surcharge Residential (per unit)**			
WATER FUND FEE	Low Usage - (0 - 4,000 gallons)	$ 8.15	$ 8.15	NO CHANGE
WATER FUND FEE	Average Usage - (4,000 - 14,000)	$ 12.50	$ 12.50	NO CHANGE
WATER FUND FEE	High Usage - (14,000 +)	$ 17.00	$ 17.00	NO CHANGE
WATER FUND FEE	**Surcharge Non-Residential (per unit)**		$ -	NO CHANGE
WATER FUND FEE	Low Usage - (0 - 4,000 gallons)	$ 8.15	$ 8.15	NO CHANGE
WATER FUND FEE	Average Usage - (4,000 - 46,000)	$ 12.50	$ 12.50	NO CHANGE
WATER FUND FEE	High Usage - (46,000 +)	$ 17.00	$ 17.00	NO CHANGE
WATER FUND FEE	Utility Payment Late Fee	$ 5.00	$ 5.00	NO CHANGE
WASTE WATER FUND FEE	Residential/Commercial/Mixed Use/Government/Schools - Monthly Sewer Service (per unit)	$ 61.76	$ 61.76	NO CHANGE
REFUSE FEE	Residential monthly charges rubish removal and recycling base fee	$ 26.14	$ 26.92	FEE CHANGE
REFUSE FEE	Additional can fee per month	$ 20.89	$ 21.52	FEE CHANGE
REFUSE FEE	Extra Trash Charges: Furniture - couch, sofa, twin or single box springs/mattresses	$ 15.00	$ 15.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Furniture - per king/queen mattress or box springs	$ 20.00	$ 20.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Appliances - stove, oven, washing machine, dishwasher, dryer, microwave	$ 15.00	$ 15.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Appliances - hot water heater, cast iron tub, refridgerator	$ 30.00	$ 30.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Carpet: per cubic yard	$ 18.00	$ 18.00	NO CHANGE

UTILITY FEES

FEE TYPE	FEE TITLE	2020 FEE - PROPOSED	2021 FEE - PROPOSED	PROPOSED FEE CHANGE
REFUSE FEE	Extra Trash Charges: Construction Materials - per cubic yard	$ 18.00	$ 18.00	NO CHANGE
REFUSE FEE	Extra Trash Charges: Tires (each)	$ 7.00	$ 7.00	NO CHANGE
REFUSE FEE	Trash Can - New	$ 90.00	$ 90.00	NO CHANGE
REFUSE FEE	Trash Can - Used	$ 50.00	$ 50.00	NO CHANGE
REFUSE FEE	Recycle Container	$ 20.00	$ 20.00	NO CHANGE
REFUSE FEE	Yardwaste Fee	$ 2.00	$ 2.00	NO CHANGE
REFUSE FEE	Administrative Fee for Refuse Billing	$ 1.26	$ 1.26	NO CHANGE
STORMWATER MANAGEMENT FEE	Residential Monthly Fee	$ -	$ 3.00	NEW FEE
STORMWATER MANAGEMENT FEE	Commercial Monthly Fee	$ -	$ 6.00	NEW FEE

COURT FEES

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

POLICE DEPARTMENT

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

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 16
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, ESTABLISHING AND ADOPTING A REVISED FEE SCHEDULE PURSUANT TO 2.34 OF THE EAGLE MUNICIPAL CODE

WHEREAS, The Town of Eagle has enacted Chapter 2.34 of the Eagle Municipal Code establishing fees for services; and

WHEREAS, The Town of Eagle wishes to establish the amount of various fees charged by the Town; and

WHEREAS, the Town Council desires to amend certain of those fees and to adopt a new schedule;

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

Section 1. The fees set forth on the fee schedule attached hereto as **Exhibit A** are hereby fixed and imposed for the various purposes set forth for them in said Exhibit A.

INTRODUCED, READ, PASSED, AND ADOPTED by the Town Council of the Town of Eagle, Colorado at a regular meeting held on the 9th day of February 2021.

TOWN OF EAGLE, COLORADO

By: _____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, CMC
Town Clerk

To: Mayor and Town Council

From: Brandy Reitter, Town Manager

Date: February 9, 2021

Agenda Item: Resolution No. 18, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Brian Lieberman to Serve as the Town Representative on the Eagle Ranch Wildlife Committee for the Town of Eagle"

REQUEST:
Staff requests that the Town Council review the appointment of Brian Lieberman to the Eagle Ranch Wildlife Committee.

BACKGROUND:
The Eagle Ranch Wildlife Committee is requesting that the Town document the appointment of the staff representative who will serve. Staff recommends Brian Lieberman. Historically, the staff representative is a member of the open space program. The request to document the appointment is being made by the HOA and the committee is not established by the Town of Eagle.

ANALYSIS:
Brian Lieberman will serve until there is a need for a replacement. His term will not expire. He is already serving on the committee.

COMMUNITY INPUT:
Community input is not required.

BUDGET / STAFF IMPACT:
This proposal does not have a staff or budget impact.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:
This proposal does not align with any plans because it is administrative.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve or deny Resolution No. 18, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Brian Lieberman to Serve as the Town Representative on the Eagle Ranch Wildlife Committee for the Town of Eagle”

ATTACHMENTS:
1. Resolution No. 18, Series 2021

RESOLUTION NO. 18
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, APPOINTING BRIAN LIEBERMAN TO SERVE AS THE TOWN REPRESENTATIVE ON THE EAGLE RANCH WILDLIFE COMMITTEE FOR THE TOWN OF EAGLE

WHEREAS, The Eagle Ranch Wildlife Committee requires the Town of Eagle to appointment a staff liaison to represent the Town; and

WHEREAS, Brian Lieberman the Open Space and Trails Manager is determined to be the best suited to perform this function.

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

Section 1. That Brian Lieberman is hereby appointed to the Eagle Ranch Wildlife Committee as the Town of Eagle representative beginning immediately and expiring upon resignation or when their replacement is named.

INTRODUCED, READ, PASSED, AND ADOPTED at a regular meeting of the Town Council of the Town of Eagle, Colorado held on February 9, 2021.

TOWN OF EAGLE, COLORADO

_____
Scott Turnipseed, Mayor

ATTEST:

_____
Jenny Rakow, CMC
Town Clerk

To: Mayor and Town Council

From: Brandy Reitter, Town Manager

Date: February 9, 2021

Re: Town Manager Report

Administration & Organization

Staff continues to work on follow up from the Town Council meetings. Included is a list of items that staff is tracking in February:

- Broadband Update
- Public Art Mural Agreement
- Wastewater Tap and Fee Study
- Mountain Recreation Facility Expansion Proposal
- West Eagle Sub-Area Plan Amendment
- DDA Board Application Review

As your Town Manager, I want to express my condolences to the community, council, staff, and most importantly the families of Andy Jessen, Adam Palmer, and Seth Bossung. This is a very difficult situation for the leadership at the Town of Eagle. I want to express my commitment and support for the Town Council and organization as we recover and look to the future of the Town government. We will take the time we need to reset, tweak, and make the necessary adjustments. You have my full commitment.

COVID-19 Regional Updates – The pandemic continues to require a lot of resources of the Town. Below are a few updates on the impacts to the organization:

- The operations were updated in December and no changes were made. The current plan is in effect until the end of February.

The Internal City and County Manager's Association (ICMA) asked me to participate in a webinar on Building Positive Council-Manager Relationships. The webinar is on March 3 and I am happy to help others build great relationships with their elected leadership. The details are here.

Staff gave final input to Eagle County on the West Eagle RFQ so that they can publish the document. Staff will continue to work on other elements related to the project like the Grand Avenue plan, Brush Creek Road extension, and working with CDOT on their building relocation. The County assured staff that the Town will be included in the review and pre-planning process.

Staff sent the Town Council the Front Country Ranger presentation a while ago and it is attached to this report. The region would like to add additional resources to the program due to the increase in visitors to the high country. Below is a table of the requests for each community in Eagle County. The request for the Town of Eagle is $5,787. The current budget is $5,000. The additional funding will bring the collective funds available for mitigation to $160,000.

Front Country Ranger Program						
Total USFS Request			$ 120,000	$ 140,000	$ 160,000	
Calculation of contribution from each municipality based upon 2018 revenue from governmental activities:						
Municipality	2018 Governmental Activities Only	% of Total	2021 Allocation - $120,000	2021 Allocation - $140,000	**2021 Allocation - $160,000**	Increase from $120,000 to $160,000
Vail	$ 86,313,921	37.82%	$ 45,389.19	$ 52,954.06	**$ 60,518.92**	$ 15,129.73
Avon	$ 23,243,493	10.19%	$ 12,222.86	$ 14,260.01	**$ 16,297.15**	$ 4,074.29
Minturn	$ 2,277,047	1.00%	$ 1,197.41	$ 1,396.98	**$ 1,596.55**	$ 399.14
Red Cliff	$ 356,362	0.16%	$ 187.40	$ 218.63	**$ 249.86**	$ 62.47
Eagle	$ 8,253,000	3.62%	$ 4,339.94	$ 5,063.26	**$ 5,786.58**	$ 1,446.65
Gypsum	$ 10,680,000	4.68%	$ 5,616.20	$ 6,552.24	**$ 7,488.27**	$ 1,872.07
Eagle County	$ 97,073,023	42.54%	$ 51,046.99	$ 59,554.82	**$ 68,062.66**	$ 17,015.66
Total Revenues:	$ 228,196,846	100.00%	$ 120,000.00	$ 140,000.00	**$ 160,000.00**	$ 40,000.00

During the Community Request Grant discussion, council might want to decide if the Town is willing to donate to the Salvation Army so that staff can follow up regarding the request.

Economic Development & Planning

Project THOR and Broadband

- The Town is still working on the terms and conditions for financing to prepare the final broadband ordinances. At the earliest, the Town Council will review ordinances on February 23.
- The best approach is for the Town Council to review all the ordinances at once since they are necessary for the final arrangement to work.

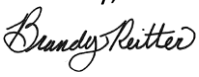
Transit Optimization Committee

- This committee is responsible for exploring a regional transportation authority. The group is at a point where they will present the final proposal at the Mayor's Roundtable for consideration by the regional communities.
- As part of the proposal, the committee would like to include buses, trails, air, EV, and ridesharing as elements to improve in Eagle County.
- The proposal also looks at a consolidation of the separate transportation jurisdictions.

Outreach & Meetings – *Updates on participation in community outreach opportunities, regional/community meetings, and project-specific meetings.*

- February 8 – Regional Transportation Optimization Plan meeting
- February 10 – COVID-19 Managers Taskforce meeting
- February 12 – Mayors Roundtable at 9 AM
- February 15 – President's Day

Sincerely,



Brandy Reitter
Town Manager
Town of Eagle, CO

Town Council Requests – Once items are completed; they are deleted from the list		
Request Date	**Request**	**Status**
N/A	Strategy for STR memo	Not Scheduled
N/A	Plan for Mobile vending communication	Not Scheduled
N/A	Set up a LERP sub-committee	Not Scheduled
N/A	Agenda Item: Plastic Bag and TREX discussion	Scheduled TBD
N/A	Agenda Item: PRV/Hydro	Scheduled TBD
N/A	Agenda Item: Fairgrounds annexation	Scheduled TBD
N/A	Agenda Item: E-bike policies	Not Scheduled
10/13/2020	10% of tobacco funding for mitigation - policy	Not Scheduled
10/27/2020	Schedule Jacob Smith to come to a Town Council Meeting	Not scheduled
10/27/2020	Invite GEFPD to a meeting	Not scheduled
11/10/2020	More explanation on the Community Development report	Completed
11/10/2020	Be Our Guest: Make it look less like a construction site	In progress
11/10/2020	Be our Guest: Talk to Kari about one-way traffic on 2nd St.	In progress
1/12/2021	Work session on sustainability and the CAC	Not Scheduled
1/12/2021	Tally of grants of 3 years	In progress
1/26/2021	Bring Reso on Eagle Bucks Update	Completed

Front Country Ranger Program

End of Season 2020

The Front Country Crew

Joel - Lead

Keely

Eliott

Emily

Nadia – Developed Rec/ Admin. support

Focused Management Priorities

Garbage & Abandoned Property

Unattended Fires & Adherence to Stage 1 & 2 Fire Restrictions

Monitor Residential Camps

Illegal Access Prevention

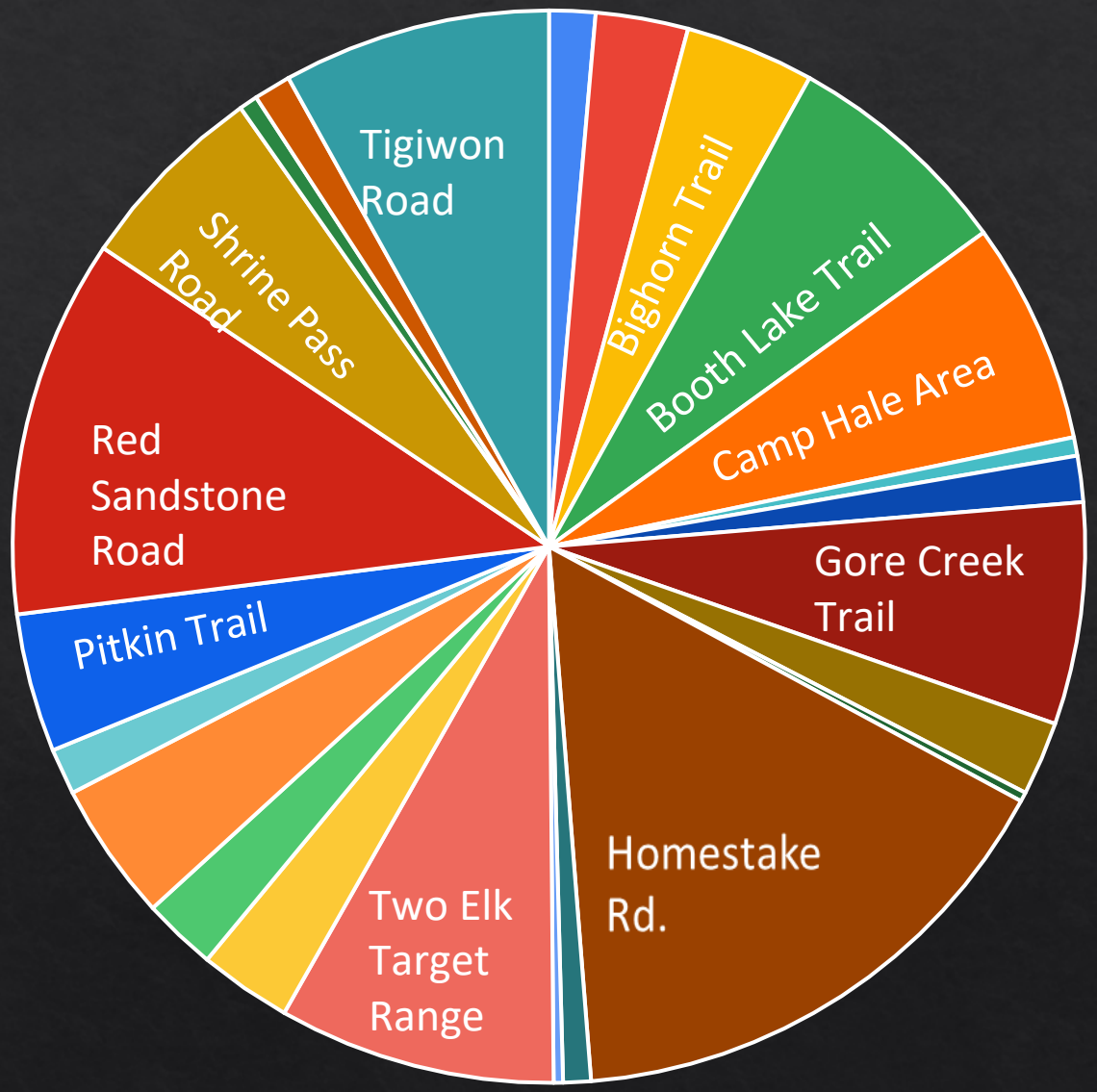
Address Illegal Dispersed Camping

The COVID Effect

- We saw large increases in use District-wide
- Use at all trailheads – parking on highways, along forest roads, new parking areas formed…
- Increased dispersed camping use
- Increased length of stays
- Increased occupancy at the Campgrounds
- Higher volumes of trash
- Additional campsites carved into the landscape

Crowding at Missouri Creek Trailhead

Patrol Areas by Number of Patrols



- 1/2 Moon TH
- Berry Creek to June Creek
- Bighorn TH/Trail
- Booth TH/Trail
- Camp Hale Area
- Cross Creek TH
- Davos TH/Trail
- Gore TH/Trail
- Grouse Creek TH/Trail
- Holy Cross Overlook TH/Trail
- Homestake Road
- Lost Lake Road
- Meadow Mountain TH/Trail
- Minturn Shooting Range
- Missouri/Fancy Road
- Missouri/Fancy TH/Trail
- Muddy Pass
- No Name Road
- Pitkin TH/Trail
- Red Sandstone Road
- Shrine Pass
- Shrine Ridge TH/Trail
- Squaw Creek TH/Trail
- Tigiwon Road
- (blank)

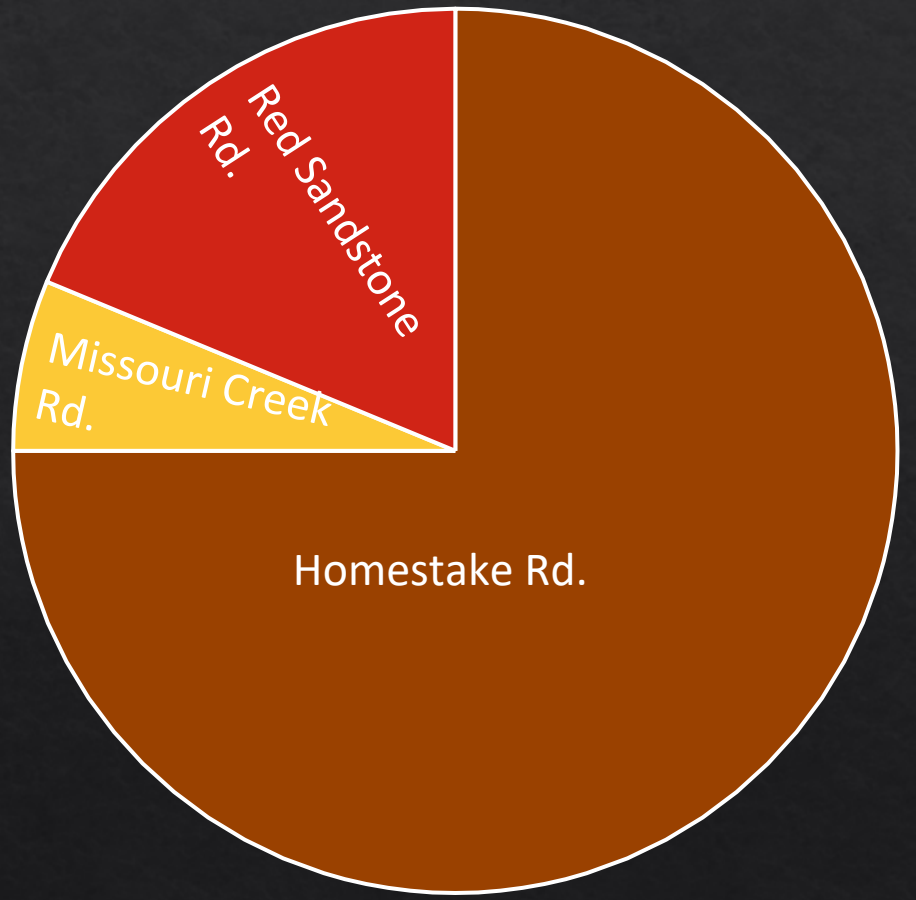
Spring Wildlife Closures

- It was our intention to have Front Country Crew members begin work at the end of April 2020 to help enforce the Seasonal Wildlife Closures.
- Due to COVID, We were unable to start the Crew until the last week of May.
- Three of the four front country crew members did not have the Forest Protection Officer (FPO) Certification and all FPO trainings were cancelled in 2020 due to COVID.
- Their first two weeks of work were mostly spent on online trainings, area familiarization and working through new COVID protocols.
- As a result the crew did not get to spend much time at our seasonally closed trails.
- We intend to make this support happen in 2021 and have our crew lead start at the end of April and the rest of the crew to start work in May to support these closures.

Fire Patrols – Stage 1 & 2 Fire Restrictions

- 32 Unattended fires
- 279 Rock Fire rings in dispersed sites - dismantled
- Extinguished 6 active fires with campers present, resulting in 2 citations
- Temporary signs posted for Stage 1 and 2 Fire Restrictions
- Thousands of forest road miles traveled patrolling during the summer/fall of 2020

Unattended Fires by Patrol Area



Dispersed Site Management

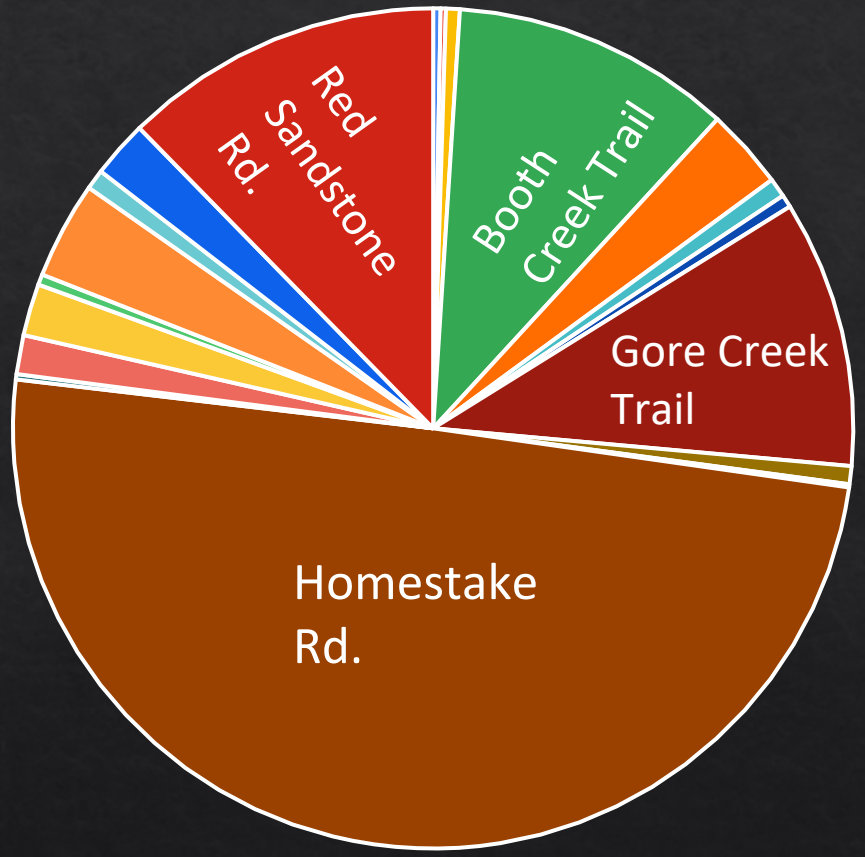
- 39 Dispersed campsites permanently closed and naturalized - compacted ground was scarified and covered with debris to facilitate site restoration.
- 30 new signs installed

Closed Sites within 100 feet of water to protect sensitive riparian areas

Dispersed Site Mgt.

- **1958 (239% increase from 2019) Individual dispersed sites or trailheads visited**
- **3051 (170% increase from 2019) Visitors Contacted**
- **Law enforcement: 182 Educational Notes, 15 Warnings, 1 Citation- Written for things like residential use, camping too close to water, dogs off leash, or fires**

Number of Contacts by Patrol Area



Gypsum Creek Rd. Dispersed Campsite Inventory

- The crew inventoried all dispersed camp sites along the Gypsum Creek Road to develop future management for dispersed use.
- 16 Dispersed campsites were inventoried. In the current locations, only 2 sites meet the WRNF standard of 100 foot from water requirement.

COVID Camper Storage Phenomenon

CO residents were under different stages of “Safer at Home” orders well into the summer months.

They took head to these orders and went camping.

Anecdotally, we believe some visitors decided to leave their campers in place rather than drive them home to the front range each week.

We saw the same RV’s/Campers in place in many campsites for weeks at a time.

Residential Camps

- 17 (13 in 2019) Suspected residential camps inventoried and tracked as well as cleaned up if abandoned
- Suspected an increase in forest residential users due to displacement from COVID-19.

Waste Management

Waste Management

Found on the Forest -

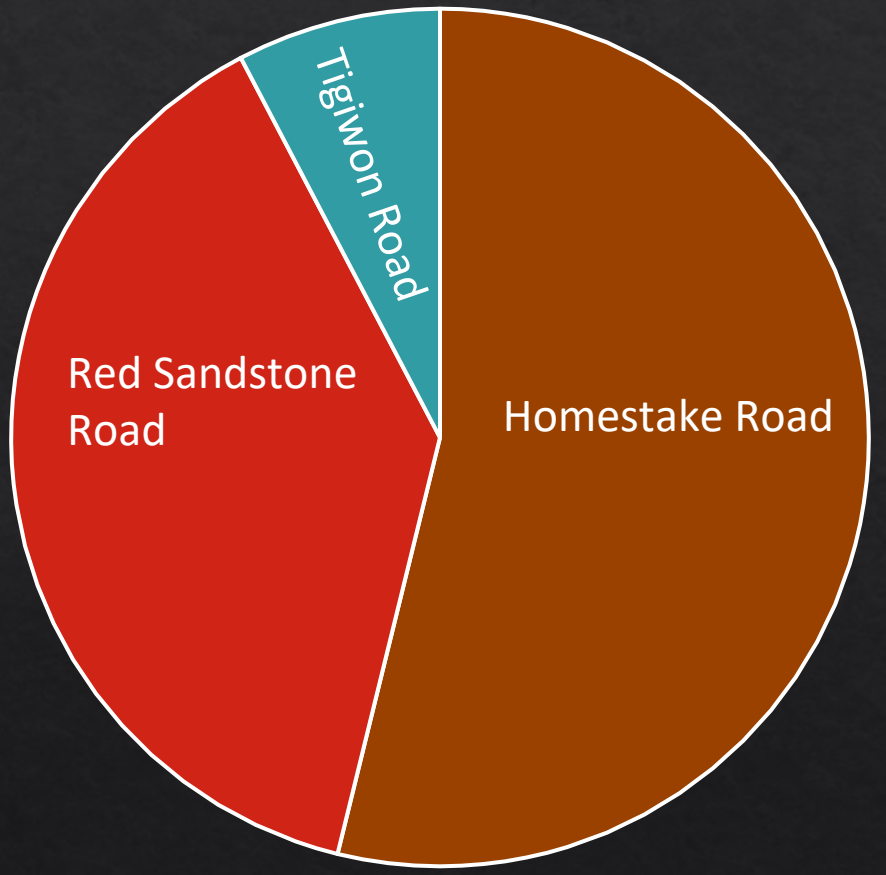
40+ Human waste piles

10 homemade toilets

70+ dog waste bags found on Trails and at THs

326 Personal human waste bags were handed out to help reduce the number of improperly disposed of waste on the Forest

Instances of improperly buried human waste by patrol area



Toilet Vault Pumping

- Pumped 12 Toilet Vaults with funds contributed from the Front Country Program $7,700
- Included Yeoman, Sweetwater, Fulford Campgrounds & up-valley trailheads

Two Elk Target Range

- 30 Patrols of the Two Elk Target Range
- Due to COVID we had to forego the monthly clean-ups – Crews removed 12 large bags of trash (approximately – 500 lbs)
- But 10 Walking Mountain high school interns came out to help clean up the range
- The Rec Mgt. question to these potential new land managers was – do you want to be a custodian and clean up the mess left behind or be pro-active and do the planning so the site can be managed effectively?

Project Work

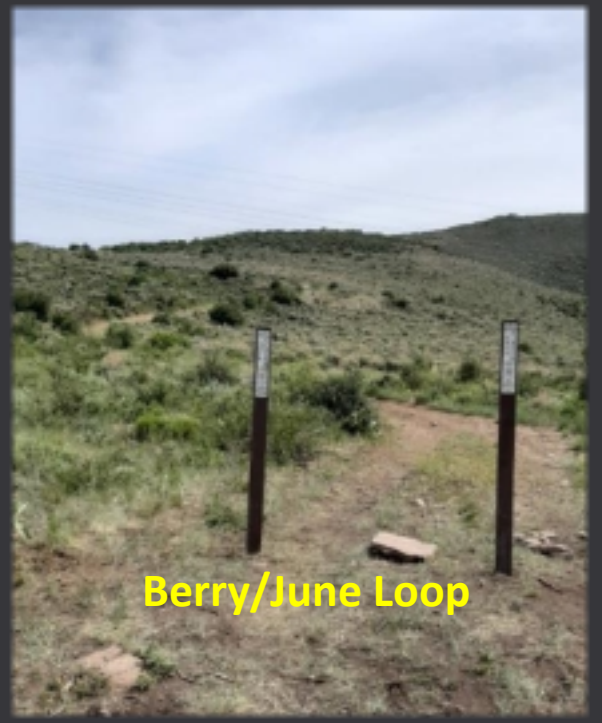
Fall Creek Trailhead

5 New Kiosks Installed

16 Signs and Kiosks Maintained

Grouse Creek TH

49 New Signs Installed



Berry/June Loop

3 Illegal Roads Blocked with Signage

McAlister Gulch

Repaired/Installed Buck n' Rail and Split Rail Fence in Camp Hale and Tigiwon Area

Project work

Assembling Buck N’ Rail Fence at Metcalf Rd, preventing illegal snowmobile access

Decommissioning, blocking, and signing illegal access route on Berry Creek area

Project Work Cont.

Removal of an illegal Cabin on Red and White Road

Abandoned Property

- 5145 lbs. of garbage removed (147 large garbage bags)
- Along with other large items including a Sailboat, kayaks, and many tents
- Again, suspect a result from the increase of use due to COVID

Spraddle Creek Abandoned Camp

- Coordinated with Vail Stables to remove approximately 600 lbs. of trash from an abandoned camp off Spraddle Creek rd.

Developed Campgrounds

Front Country Funds supported improvements at Yeoman, Fulford, and Sweetwater Campgrounds by purchasing supplies and crew time to lead RMYC crews who:

- Installed #15 bear boxes at Fulford and Sweetwater campgrounds
- Spread gravel at Sweetwater Campground to enhance living spaces
- Installation of new barrier fence at Sweetwater
- Sanded and stained over 25 tables between the 3 campgrounds
- Stained 3 entrance kiosks to the 3 campgrounds
- Routine Maintenance and upkeep at Fulford, Sweetwater, and Yeoman Campgrounds.

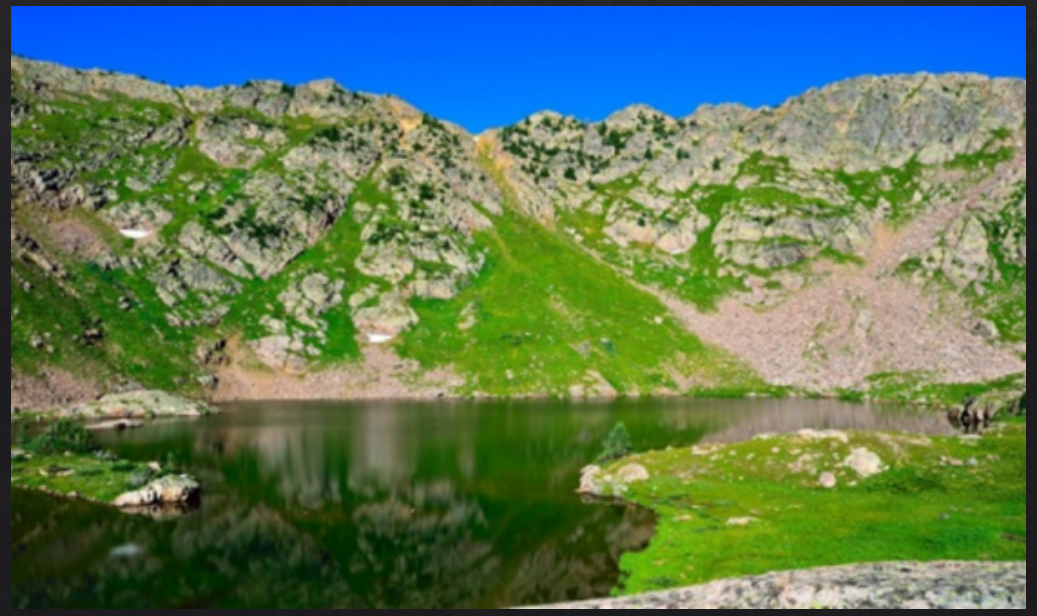
East Vail Wilderness Trails Patrols

Front Country and FS Wilderness Rangers

- 111 Patrols
- 1,014 Contacts
- 12 Warnings

ESWA Volunteer Wilderness Rangers

- 70 Patrols
- 910 Contacts



Use Patterns for East Vail Wilderness Trails

Overall use was up from 2019 to 2020 on the East Vail Wilderness trails. From June through the end of September;

- Pitkin Creek Trail saw an overall increase in use of 65%
- Bighorn Creek Trail saw an overall increase of 14%
- Gore Creek Trail saw an overall increase of 52%
- Booth Creek Trail saw an overall increase of 73%

July was the busiest month

Booth Lake trail use counter data 2019 vs 2020

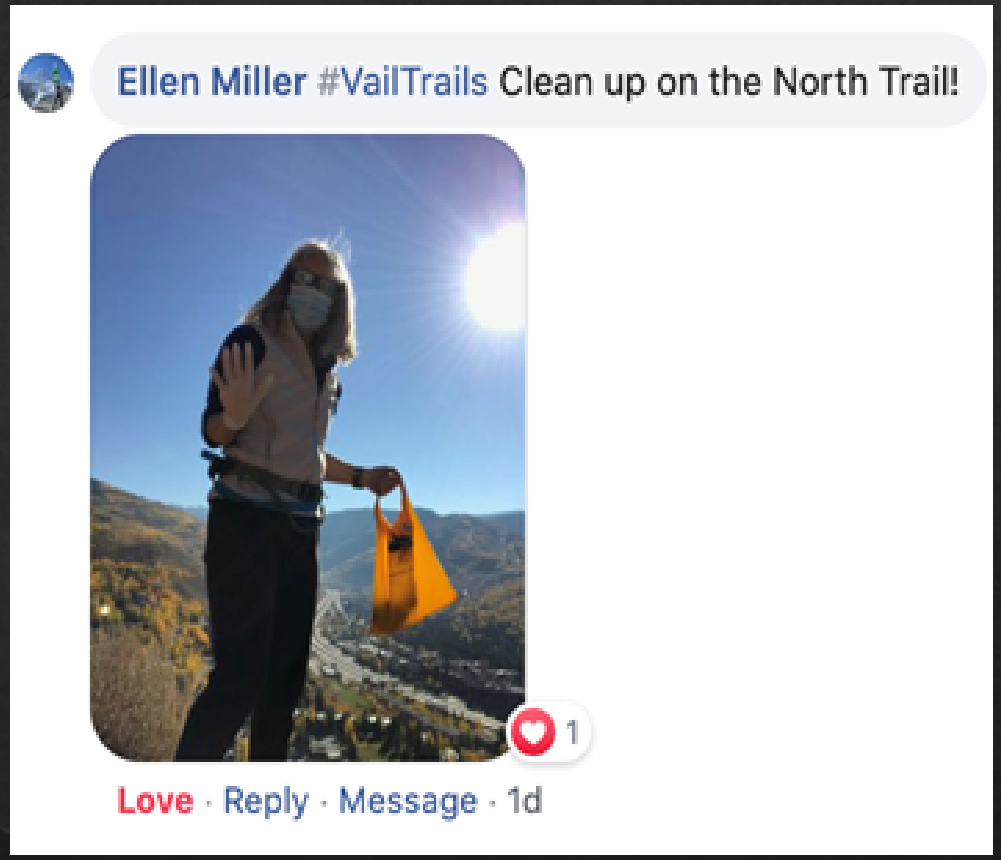
Month	2019	2020	% use increase
May	1578	2800	77%
June	5679	8176	44%
July	9007	10523	17%
August	5057	8349	65%
September	4085	6939	70%

Community Involvement

The increased use on our trails did not go unnoticed. The amount of trash that built up along the trails was becoming a problem.

In early October, the Town of Vail pulled together a community clean up weekend that drew 47 participants.

Thank you, Town of Vail for pulling this initiative together. We would support an annual clean up day of our trails.



FY2020 FS FINANCIAL COMMITMENT TO FCRP

- FS DEVELOPED PRGM MGT SALARY $27,540 – Yeoman, Sweetwater, Fulford, and 5 Trailheads
- Toilet vault pumping $8400
- $5000 vault toilet and COVID specific cleaning supplies
- Misc signs, materials and supplies, and safety supplies for employees $6900
- Other personnel costs $3000
- Cost of 1 FS vehicle $6000
- $20,400 – cost of 3 weeks of RMYC crew time working in Yeoman, Fulford and Sweetwater Campgrounds
- Forest-wide cleaning contract for EHX's vault toilets $65,000 (COVID WO funds in April)

- Total = $142,240

Working together the FCRP is making a huge difference on the Eagle-Holy Cross RD.

Looking to 2021 - Cost of a 4 Person Front Country Crew and 1 Developed Recreation Crew Member

= patrols 6 days a week

- Salary - $89,050.00
- Training- $9,000.00
- Uniforms/safety supplies - $2,000.00
- Materials and Supplies (Toilet pumping, garbage bags, buck and rail supplies, garbage pickers, etc.) - $9,000.00
- Travel and Dispersed Camping Management Supplies (signs, WAG Bags) - $8,000.00
- Trucks - $3,000
- Total $120,000.00

- Forest Service will continue it's FY2020 contributions (vehicles, overhead, etc)

Ramped up Front Country Program option

7 Person Front Country Crew- Support Dispersed and Developed Work = Patrols 7 days/week

- Salary - $123,916
- Training - $10,284
- Uniform Safety Supplies - $2800
- Materials and Supplies - $9,000
- Travel and Dispersed Management Camping Supplies - $8,000
- Supplemental Trucks - $6,000
- Total = $160,000

- Forest Service will continue it's FY2020 contributions (vehicles, overhead, etc)

Thank You Eagle County and all our community partners!!!!

Questions for our staff?

To: Mayor and Town Council

From: Brandy Reitter, Town Manager, and Department Leads

Date: February 9, 2021

Re: Department Updates for January 2021

ASSISTANT TOWN MANAGER

I will be taking FEMA PIO G290 training Feb. 18-19th through the State of South Dakota.

Economic Development

- More than 60 businesses have signed up for Eagle Bucks.
- Email and print campaigns will support the Eagle Bucks mailers being sent this month.
- I spoke at a Downtown Colorado Inc webinar on February 4 to highlight the creation and implementation process of the Downtown DDA.
- I attended the Eagle Chamber's Board of Directors meeting January 27 to provide updates on Town projects, answer questions, and solicit feedback on upcoming work.
- I am meeting with CU and OEDIT on Thursday February 11 to discuss the planned economic assessment and potential partnership/ support from OEDIT.

Project THOR and Broadband

- The Town is meeting with Comcast to begin joint trenching conversations. The meeting was initially scheduled for February 3 and was rescheduled.
- Staff has been working with the City of Glenwood Springs on the Inter-governmental Agreement and will have an outline available for council February 23.
- A Project THOR Stakeholders meeting is scheduled February 17 to discuss future expansion and investment in THOR.

Community Survey

- The survey will launch in early February. A communication campaign is planned for all channels to announce the launch.

Grand Avenue Corridor Study

- Property owners have continued to reach out about being involved in the process, and I have met with three more representatives in early February.
- The next Stakeholder meeting was initially scheduled for February 10 and will be rescheduled for February 25.

- Community outreach events initially planned for late February will be pushed to late March.
- The public-facing project site with self-directed engagement opportunities will launch in March. The Town of Eagle has a basic landing page created under the *projects* tab on the Town website.
- AEI is reviewing the final survey maps for Grand Ave. before turning them over to the group.
- EPS has completed the market and demographic assessment and is transitioning to parcel review and property owner outreach.
- McDowell Engineering has begun initial discussions with Union Pacific Railroad.

Downtown Broadway

- The CDOT grant application for Revitalizing Main Street has been submitted and is awaiting a decision.
- The Downtown Business Alliance met February 3 and had 10 members attend.
- ArtWalk will host a Valentine's themed event on the second Friday of February, and an Eagle Bucks themed event in March.

Sustainability Initiatives

- Town Staff will continue to use B3 Benchmarking tools on a trial basis to test the efficacy in helping Town Buildings be managed more energy efficient. This trial is in partnership with the Climate Action Committee and other communities in the Eagle Valley.

FINANCE DEPARTMENT

Accounts Payable:

ACCOUNTS PAYABLE: INVOICES PAID							
	2017	**2018**	**2019**	**2020**	**2021**	**VARIANCE FROM PY**	
JANUARY	289	258	303	205	230	25	12%
YEAR TO DATE	**289**	**258**	**303**	**205**	**230**	**25**	**12%**

Administration/Financial:

- Completed Year-end Payroll and Accounts Payable
  - 2020 - W2s completed and distributed
  - 2020 - 1095bs completed and distributed
  - 2020 - 1099s completed and distributed
- Revised Marijuana Tax Form for 2021 and updated website
- Provided guidance and setup training for the Town's invoicing system, to ensure that we are reconciling to the general ledger and no departments are creating any invoices outside out the Town's invoicing system

Debt Service:

- Scheduled 02/01/2020 – 2018 Water Revenue Bond: CWRPDA Payment - $496,156 (Last Payment 2040)
- Scheduled 02/01/2020 – 2007 Wastewater Loan: CWRPDA Payment - $434,563 (Last Payment 2028)

Budget:

- 2021 Budget & 2021-2025 Capital Improvement Plan was sent to State after Council approval
- Activity Codes – Set up for all Capital Projects to capture spending on all projects under the same line items for easier staff review
- Printed Budget Books for Staff with Budget worksheets – If anyone on Council would like a printed copy of the budget, please let finance know and we can do that for you

Payroll/HR:

- Input 2021 Payroll Changes:
  - Created wage adjustment forms for all staff, distributed for mangers approval, and Implemented staff merit increases and market adjustments for first full pay period in 2021
  - Added a sick leave rate calculation for part time/seasonal/temporary employees based on a per hour worked accrual of 0.46125 due to the new Healthy Family Workplace Act requirements
  - 457(b) Employee contributions effective 1st pay period in 2020
- Positions changes to Payroll
  - 1 New Hire (Public Works Director)
  - 1 Promotion (Assistant Town Manager)
  - 1 Term (Utility Manager)
  - 1 Adjustment (Public Works Advisor – Part Time)
- Retirement
  - Setup Town's online portal and mapping for successful payroll contribution uploads to CRA for January pay periods
  - Will be working with CRA and current providers for a smooth transfer of funds in mid to late February in order to get communication out to all participates who currently have funds in the Towns retirement plans.

- Health Insurance – Assisted with the transition between health insurance providers
    - Successfully implemented new premiums for employees/Town starting payday 01/8/21
    - HSA orientation and setup for bi-weekly HSA contribution submittals

Grants:

- Council has requested a list of all grants received in the last few years, finance was not able to get to that this last month but will ensure it's included in the next staff report

Utilities:

- New Accounts Setup – 0
- Property Transfers – 10
- Set up rates updated for January statements including Stormwater; Updated website and Eagle Today included communication regarding increases
- Revision to fee schedule for 2021 refuse rates provided by Vail Honeywagon will be completed in February

Town Council Department – Budget to Actual:

TOWN OF EAGLE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TOWN COUNCIL					
10-49-110	SALARIES & WAGES	3,300.00	3,300.00	39,600.00	36,300.00	8.3
10-49-142	WORKERS COMPENSATION	.00	.00	51.00	51.00	.0
10-49-144	FICA - EMPLOYER'S	252.46	252.46	3,029.00	2,776.54	8.3
10-49-210	OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
10-49-347	PROFESSIONAL SERVICES	.00	.00	22,000.00	22,000.00	.0
10-49-362	COMPUTER SUPPORT	66.15	66.15	3,048.00	2,981.85	2.2
10-49-371	TRAVEL EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-49-372	MEETING EXPENSE	.00	.00	2,000.00	2,000.00	.0
10-49-380	TUITION & BOOKS	.00	.00	1,750.00	1,750.00	.0
10-49-450	SPECIAL COUNCIL FUNDING	.00	.00	185,000.00	185,000.00	.0
10-49-510	INSURANCE	.00	.00	240.00	240.00	.0
10-49-915	COMMUNITY REQUESTS	500.00	500.00	50,000.00	49,500.00	1.0
	TOTAL TOWN COUNCIL	4,118.61	4,118.61	307,918.00	303,799.39	1.3

SPECIAL EVENTS & MARKETING

January Report-

Town of Eagle - Special Events:

-Packaged Community Event and Program 2021 funding requests for Town Council Review
-Shot and edited "Message from Town Hall" with Scott and Brandy. Video message.
-Working with Eagle Ice Rink at Town park.
-Created TOE Budget Book cover
-Completed Info Center staff evaluations and merit raises.
-Worked with team on Eagle Bucks business promotion plan.
-Worked with Thomas Boyken to move control interface to Digital Sign on Grand Ave to new office in Town Hall.
-Working on creating RFP for Eagle River Park summer events

January - Executed Events

-Eagle Ice Rink open

MEAC:

-Processed all MEAC funding requests for review by MEAC Committee. Presented MEAC Committee funding list of recommendations to Town Council review and approval.
-Concluded Town of Eagle Community Events & Programs Funding Request application process. And Town Council reviewed.
Working on Master Events Calendar for 2021
-Meeting with all MEAC funded event producers to establish 2021 Event plan with Covid consideration.
-Creating MEAC event producer invoicing plan with considerations to Covid impacts.
-Reviewing all MEAC Committee members terms

Be Our Guests Program:

-Promoting the availability of the "BOG" program to Eagle Hospitality businesses.

Eagle Info Center:

- Info Center Winter 2020 Days and Hours - Info Center open Wednesdays through Sundays, 10:00am to 2:00pm.
*Closing time changed to 2:00pm.
-Built safe entry alcove for the info center to help with operations for winter. Thanks to Leo and John from TOE Public Works.
-List of physical improvements and renovations to the building inside and out are on hold at this time.
-Plans for future inside enhancements, repairs and upgrades to décor and exhibits are on hold.

Digital Sign:

-Promoting message for Eagle Downtown businesses
-Playing "Please wear a mask" and other Covid related messages.
-Promoting upcoming events
-Moved Digital sign wireless link to new pole on 6th Ave. Digital sign control unit now in my office at Town Hall.

HUMAN RESOURCES

January 2021 Report

Benefits

- Continued work with new vendors in collaboration with Finance and Payroll provider for new benefits plans, uploading new hire elections, assisting staff with questions on new plans
- Benefits Orientation and enrollment conducted with Open Space & Trails Manager
- Drafted Wellness program logistics for new hires, implementing February 2021
- Manage 2 disability claims
- Healthy Family Workplace Act (HFWA):
    - Updated policy drafted to clarify changes that expand eligibility for Emergency Paid Sick Leave.
    - Due to public health declaration extension, Town agreed to temporarily extend Child Care Leave like FFCRA leave that expired 12/31/2020

Recruiting – Onboarding

- PW Director started full time 1/25/21, processed full time hire payroll paperwork
- PW outgoing director status changed to part time, drafted outline of particulars

Risk Management, Safety and Work Comp

- Continued effort managing 6 General Liability & PC Open claims, 4 carry over, 2 new
- 5 work comp claims open, 3 carry over
- Handling 3 Unemployment Claims, 2 are deemed fraudulent, filed fraud notices with DOL
- Consistent efforts minimizing COVID exposure in the workplace

Other

- Respond to 2 verifications of employment
- Town Manager compensation market research finalized, performance management meeting coordinated with Employers Council consultants, 100% participation from all parties invited to provide feedback. Thank you everyone!
- Continued research/processing of COVID leave/policies in collaboration with finance/payroll
- Drafting Handbook amendments to comply with new laws effective 2021

TOWN CLERK

Communications

- Communications Committee:
    - Eagle Today January 27th
    - Council Message – Andy Jessen
    - Eagle Bucks 2021
    - Active Land Use Files
    - Downtown Development Authority
    - Be Our Guest Program
    - Utility Rate Increase
    - Stormwater Fee
    - Mobile App for Utilities
- Finalize Eagle Bucks mailing with printer

Licenses

- BUSINESS: Renewal sent to all businesses for 2021
- 151 Licenses Issued in January – 340 licenses issued for 2021
- LIQUOR RENEWALS:
    - Art Space
    - Loaf N Jug
    - City Market
    - The Assembly
    - Real Jalisco
    - Pazzo's
    - Eagle Ranch Wine & Spirits

Website – www.townofeagle.org

- Ask the Town questions: 12
    - Christmas tree disposal x2
    - Water conservation inquiry
    - COVID testing inquiry
    - Animal licensing inquiry
    - Food truck inquiry – Vail
    - Utility inquiry
    - Eagle Bucks inquiry
    - Tree issue in Eagle Ranch
    - Landlord/Tenant issue

Sales Tax

- 1,404 on-line retailers remitted sales tax in December for a total of $66,763.12
- 2,299 retailers remitted sales tax in total
- Fourth Quarter Sales Tax for 2020 is attached as a separate report

Filing Period: *this indicates sales tax for the actual month sales occurred. These numbers will fluctuate throughout the year as it is reflecting late payments by the retailer or customer retail returns (deductions). Filing Period numbers are updated quarterly. This is the most accurate picture of sales tax collections for that month.*

Revenue Period: *this amount indicates the month revenue is received by the Town. Revenue period is all money collected by the state for the previous month and any additional months a retailer remits. This amount is what is deposited in the Town's bank account. These returns also get categorized into a "filing period" and are reflected in the sales tax report. This total amount will not change.*

2020				
Month	**Filing Period**	**Revenue Period**	**.5% to River Park**	**O/U**
Jan	$ 376,083.83	$ 578,686.45	$ 64,298.49	35%
Feb	$ 600,020.25	$ 480,407.70	$ 53,378.63	24%
Mar	$ 492,881.75	$ 463,471.24	$ 51,496.80	16%
1 Q	**$ 1,468,985.83**	**$ 1,522,565.39**	**$ 169,173.93**	25%
Apr	$ 425,304.00	$ 553,180.68	$ 61,464.52	31%
May	$ 505,676.56	$ 492,253.55	$ 54,694.84	20%
Jun	$ 544,617.55	$ 508,611.57	$ 56,512.40	18%
2 Q	**$ 1,475,598.11**	**$ 1,554,045.80**	**$ 172,671.76**	23%
Jul	$ 575,779.73	$ 558,775.30	$ 62,086.14	12%
Aug	$ 566,675.73	$ 573,345.77	$ 63,705.09	12%
Sep	$ 630,421.02	$ 588,716.34	$ 65,412.93	19%
3 Q	**$ 1,772,876.48**	**$ 1,720,837.41**	**$ 191,204.16**	14%
Oct	$ 558,550.15	$ 703,389.72	$ 78,154.41	40%
Nov	$ 525,666.25	$ 570,146.69	$ 63,349.63	-7%
Dec	$ 783,242.92	$ 594,190.34	$ 66,021.15	20%
4 Q	**$ 1,867,459.32**	**$ 1,867,726.75**	**$ 207,525.19**	16%
Revenue	**$ 6,584,919.74**	**$ 6,665,175.35**	**$ 740,575.04**	19%

2019				
Month	**Filing Period**	**Revenue Period**	**.5% to River Park**	**O/U**
Jan	$ 284,742.47	$ 428,973.53	$ 47,663.73	8%
Feb	$ 390,888.37	$ 387,365.41	$ 43,040.60	-5%
Mar	$ 545,414.86	$ 400,149.40	$ 44,461.04	7%
1 Q	**$ 1,221,045.70**	**$ 1,216,488.34**	**$ 135,165.37**	3%
Apr	$ 402,149.98	$ 422,439.91	$ 46,937.77	7%
May	$ 426,850.53	$ 409,836.28	$ 45,537.36	10%
Jun	$ 511,737.19	$ 431,900.56	$ 47,988.95	9%
2 Q	**$ 1,340,737.70**	**$ 1,264,176.75**	**$ 140,464.08**	9%
Jul	$ 514,847.63	$ 499,537.57	$ 55,504.17	20%
Aug	$ 498,578.88	$ 509,692.59	**$ 56,632.51**	24%
Sep	$ 504,986.10	$ 496,442.97	**$ 55,160.33**	15%
3 Q	**$ 1,518,412.61**	**$ 1,505,673.13**	**$ 167,297.01**	19%
Oct	$ 493,619.47	$ 501,601.07	**$ 55,733.45**	32%
Nov	$ 467,553.50	$ 612,207.11	**$ 68,023.01**	29%
Dec	$ 685,969.83	$ 496,728.29	**$ 55,192.03**	43%
4 Q	**$ 1,647,142.80**	**$ 1,610,536.47**	**$ 178,948.50**	34%
Revenue	**$ 5,727,338.81**	**$ 5,596,874.69**	**$ 621,874.97**	**17%**

MUNICIPAL COURT

- Court January 6 and 20
- Court staff is working with all defendants who wish to reach plea arrangements before all court dates.
- On-line and credit card payments are now available using xpressbillpay

January Citations Issued	Current	YTD	2020
Animal Control	1	1	33
Misdemeanor	0	0	32
Parking	21	21	99
Traffic	24	24	210
Total	46	46	374

January Fines and Fees Collected (includes collections for previous months)	Current	YTD	**2020**
Court Costs	165.00	165.00	1951.78
Criminal Police Equipment and Training Surcharge	465.00	465.00	3176.07
Deferred Judgment Fee	0	0	1005.00
Fines	3565.00	3565.00	27661.66
Outstanding Judgement Fee	0	0	212.14
Stay of Execution Fee	0	0	25.00
Charitable Contribution	0	0	23.00
Failure to Appear	0	0	185.01
Victim Restitution Fee	0	0	657.72
Total	**4195.00**	**4195.00**	**34897.38**

January Dispositions (Payments or Court Appearances)	Current	YTD	2019
Animal Control	1	15	110
Misdemeanor	1	33	72
Parking	13	86	443
Traffic	24	155	205
Total	39	289	830

Outstanding Fines and Fees by Date:

Current	140.00
1-30 Days Past Due	370.00
31-60 Days Past Due	**85.00**
61-90 Days Past Due	270.00
91-180 Days Past Due	**3730.25**
Total	**4595.25**

COMMUNITY DEVELOPMENT

BUILDING DEPARTMENT UPDATES:

Activity:	Status:
General coordination of contractors and projects	Ongoing
Updated the Website for Improved On-Line Submittal Processes	Completed
Communications with Construction Community for Upcoming Reach-Out Meetings	
Participation in Pre-Application meetings as needed	Ongoing
Plan review and inspection services for pending and active permits	Ongoing
Refine processes and procedures during COVID restrictions	Ongoing
Expired Permits review and follow-up	Ongoing
Work with the Town of Gypsum Building Department for Electrical Inspection Services o 54 electrical inspections completed in October and 58 electrical inspections in November	Ongoing
P&Z Handbook – provide instruction for Building Code Board of Appeals process and responsibilities	Completed
CITIX MARCH TOPICS: • Impacts Covid has on service levels o Couple sentences with link to the county • Summary of how the website can help you • Application and Process o How to fill out a permit application – what is required o What we need for each permit o Basic requirements for plan submittals / plan check fee o checklists • 2021 Code Adoption • Use Tax • Impact fee ordinance • Update on current development projects? • Number of Permits Processed: • Number of Inspections conducted: • Total Construction Valuation:	Ongoing

The chart below shows the number of inspections conducted and building permits issued for the current month, the previous month, and the year to date.

Building Department Activity 2020/2021					
	November 2020	December 2020	January 2021	YTD 2020	YTD 2021
Number of Inspections	**178**	**170**	**143**	**1885**	
Number of Permits Requiring Plan Review	9	23	7	*	*
Number of Building Permits	**25**	**24**	**15**	**237***	*
ALL Commercial	3	1	1	19	
SF Detached Residential		2	1	9	
Multi-Family & Attached SF Residential	0	0	0	12	
Residential Remodel/Addition/Basement Finish	22	22	13		

* YTD Plan Review Data Unavailable

* Does not include separate electrical, plumbing and mechanical permits combined with building permit

- **Major Construction Projects Under Review and Oversight:**
  - Lower Basin Water Treatment Plant
  - Broadway Station Mixed Use/Multi-Family
  - Talon Flats Mixed Use/ Multi Family
  - 139 Broadway – tenant improvement (TI)

- **Upcoming Activities for February 2021:**
  - Prepare for construction community meeting in early 2020
  - Begin procedure for code updates to 2021 I Codes
  - Continue department audit of best practices, policies, and procedures COVID restrictions
  - Continue customizing Community Core Solutions

PLANNING DEPARTMENT UPDATES:

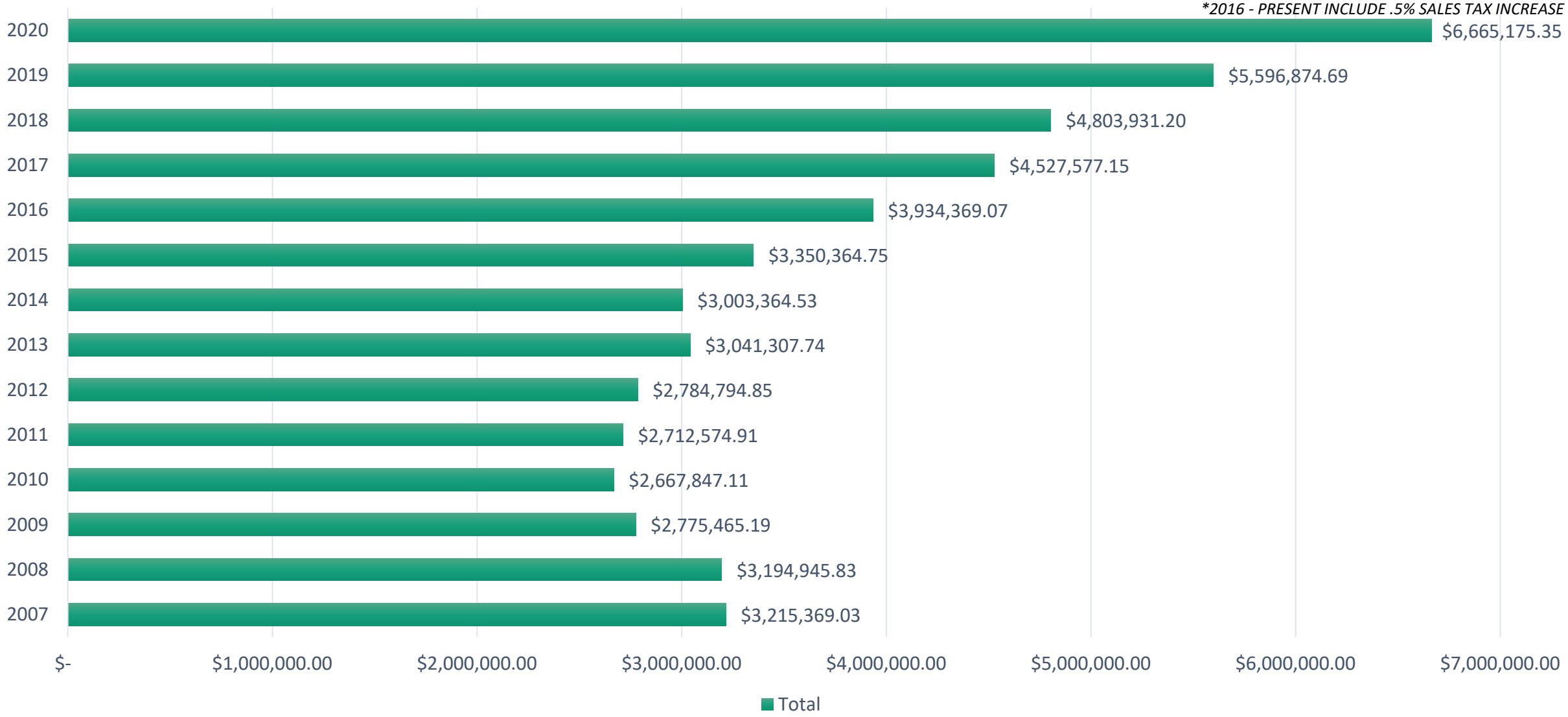
PLANNING ACTIVE APPLICATIONS	STATUS
Red Mountain Ranch	• Landowners working with 1) CDOT on HWY 6 access and 2) water system engineering (no update)
Reserve at Hockett Gulch	• Awaiting app for major dev permit (no update)
Brush Creek Road Extension	• Awaiting submittal of design/construction plans – January/February? (no update) • Work with CDOT to raze building for brush creek extension
Haymeadow	• Haymeadow/PW Update Meetings – including Comm Dev Rep • PUD Amendment Submittal • 1st Amendment Final Plat – re-review due before Jan. 27th. • PUDA20-01 – Haymeadow Amendment o Referral comments sent to Haymeadow team 1/21/21 o Waiting on revised application o Public Notice due by 2/5/21 • S20-01 - Haymeadow Amended Final Plat o Reach out to Surveyor and County Clerk about plat title & subtitle – no response. o Planning re-review is complete o Pending PW and Surveyor review
AN20-01 Powell Park Annexation	• TC setting public hearing on January 26th • Public notice by 2/12
AN20-02 Basecamp Eagle	• Application complete • Sending out public notice by 1/27
700 Chambers, Lot C	• CT20-04 – 700 Chambers, Lot C condo plat o Research addressing that's best for dispatch and ensure Land Title has red flags when units are sold • SU21-01 700 Chambers Ave. Lot 3 o Deemed complete o Sent for agency review (Feedback due by 2/5)
DR21-01 – Sinclair Station	• Application fee rec'd
PRE-APPLICATIONS	STATUS
1819 Brush Creek Rd – Joanna Hopkins	• Waiting for application submittal
226 Capitol	• Waiting for decision from applicant on which direction to go in.
Moe's Outdoor Dining	• Waiting for decision from applicant on which direction to go in.
Eagle Ranch 6th PUD Amendment – Dominic Mauriello	• Waiting for application submittal
Corky's property next to Hockett Gulch	• Meeting with Brain L. for annexation process
LONG RANGE PLANNING	STATUS
Elevate Eagle Comprehensive Plan	• Appendix A – talk to Eagle County Housing for housing report or DOLA
Title 4 Land Use Code Update	• RFP – ready week of Feb 1st
Hwy 6 Corridor Study	• Stakeholder responsibilities - clarify
East Eagle Sub Area Plan	• Dates in Calendar

	• Does there need to be a special meeting? • Stakeholder group?
West Eagle Sub Area Plan	• Property owners have started receiving letters – meetings scheduled with multiple property owners to address questions.
County West Eagle Property	• Draft of RFQ sent to Chad
SolSmart Kickoff Meeting	• Project initiation letter signed by Brandy 1/26/21 • Going for Bronze designation • Working on checklist for website • Initiate zoning review • Progress meeting Feb. 3rd
OTHER	STATUS
MOBILE VENDING / ENCROACHMENT	• River Park • High Altitude Wings o pending application • MV21-02 - El Bajon Churros o Application under review • Eagle Tubing o pending application • Cotton & Co - pending application • Landshark food truck - pending application
ORDINANCES	• Impact Fee Ordinance Update o Review of Public Safety and Fire District Nexus studies underway. o Master Traffic and Circulation Plan (1998?) missing from files ▪ Dennis to look for study
SIGNS (ensure Business license is issued prior)	• No pending applications as of 2/1/2021.

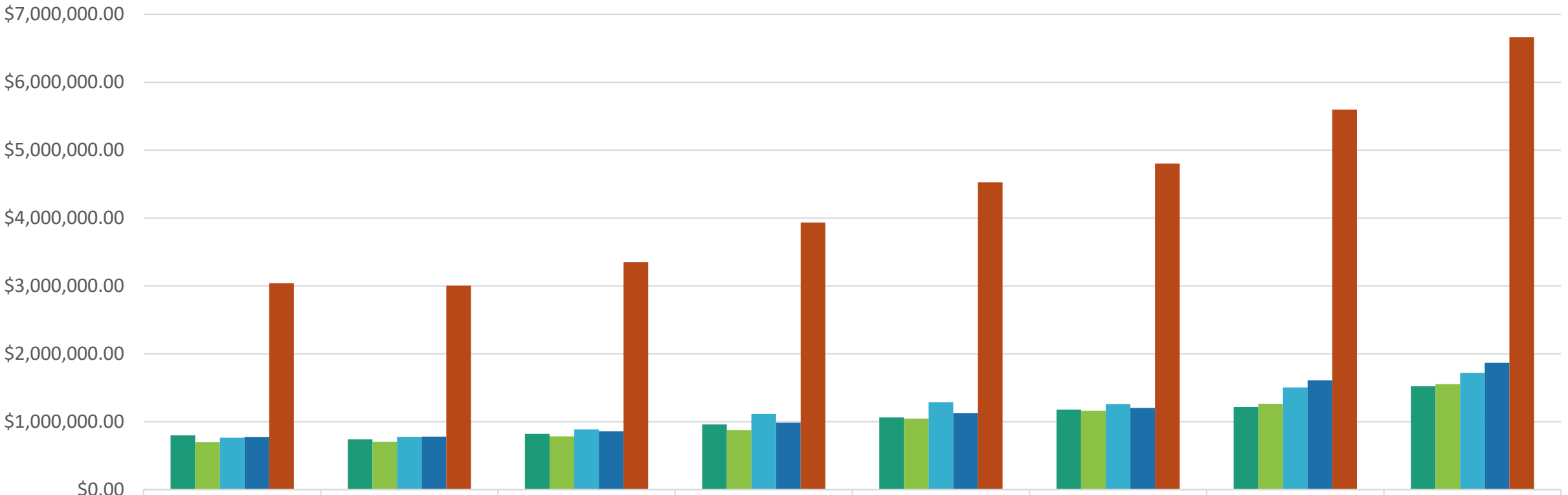
Upcoming Meeting Schedule:

February 2021
February 2nd (Planning & Zoning Commission) o P&Z Commission Handbook o Dept/Council Update
February 9th (Town Council) o CommDev Department Update
February 16th (Planning & Zoning Commission) o SU21-01 700 Chambers, Lot 3 o Worksession: West Eagle Sub Area Plan (WESAP)
February 23rd (Town Council) o Worksession: West Eagle Sub Area Plan (WESAP)
March 2021
March 2nd (Planning & Zoning Commission) o AN20-01 Powell Annexation (Zoning) o PUDA20-01 Haymeadow PUD Amendment
March 9th (Town Council) o AN20-02 Basecamp Annexation – Petition and set Hearing dates (tentative) o SU21-01 / CT20-04 – 700 Chambers, Lot 3 o CommDev Department Update
March 16th (Planning & Zoning Commission) o WESAP Adoption Hearing o Dept/Council Update
March 23rd (Town Council) o AN20-01 Powell Park Annexation (Annexation and Zoning) o West Eagle Sub Area Plan Ratification o PUDA20-01 Haymeadow PUD Amendment
April 2021
April 6th (Planning & Zoning Commission) o *AN20-02 Basecamp (Zoning) (tentative)* o *Worksession – East Eagle Sub Area Plan (tentative)*
April 13th (Town Council) o *Worksession East Eagle Sub Area Plan (tentative)* o CommDev Department Update
April 20th (Planning & Zoning Commission) o
April 27th (Town Council) o *AN20-02 Basecamp Annexation (Annexation and Zoning) (tentative)*

ANNUAL TOTAL SALES TAX
2007-2020
REVENUE PERIOD TOTALS

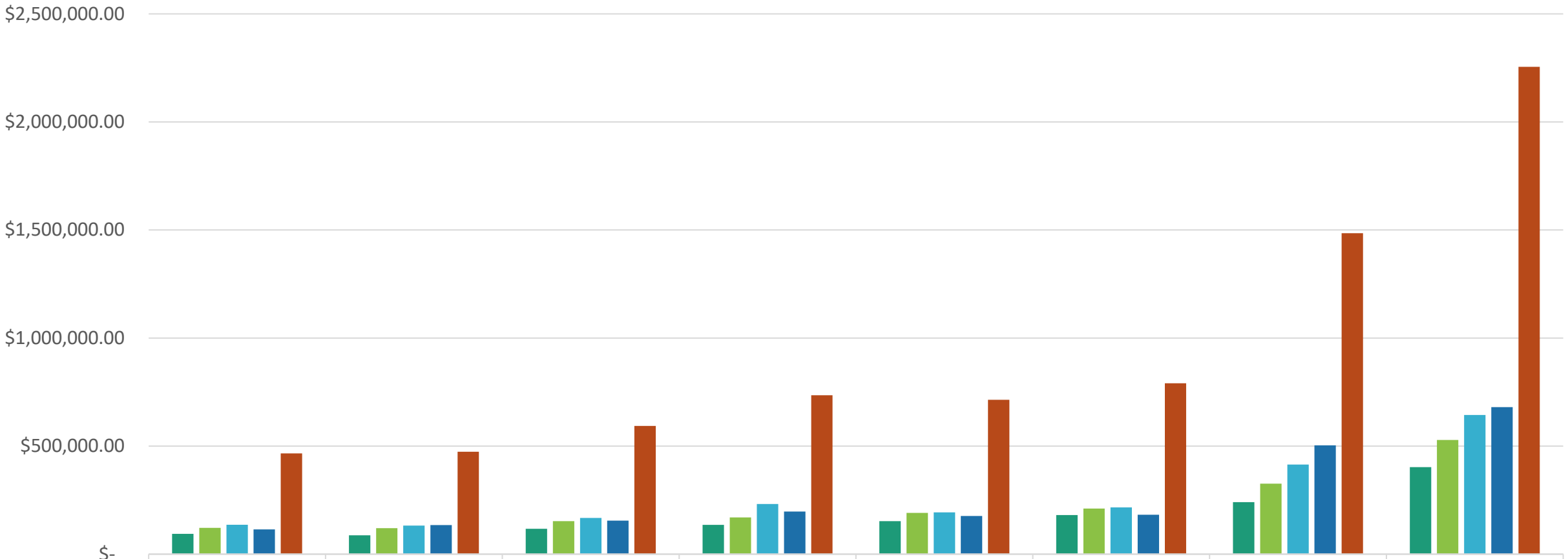


TOTAL SALES TAX BY QUARTER
2013-2020
REVENUE PERIOD TOTALS



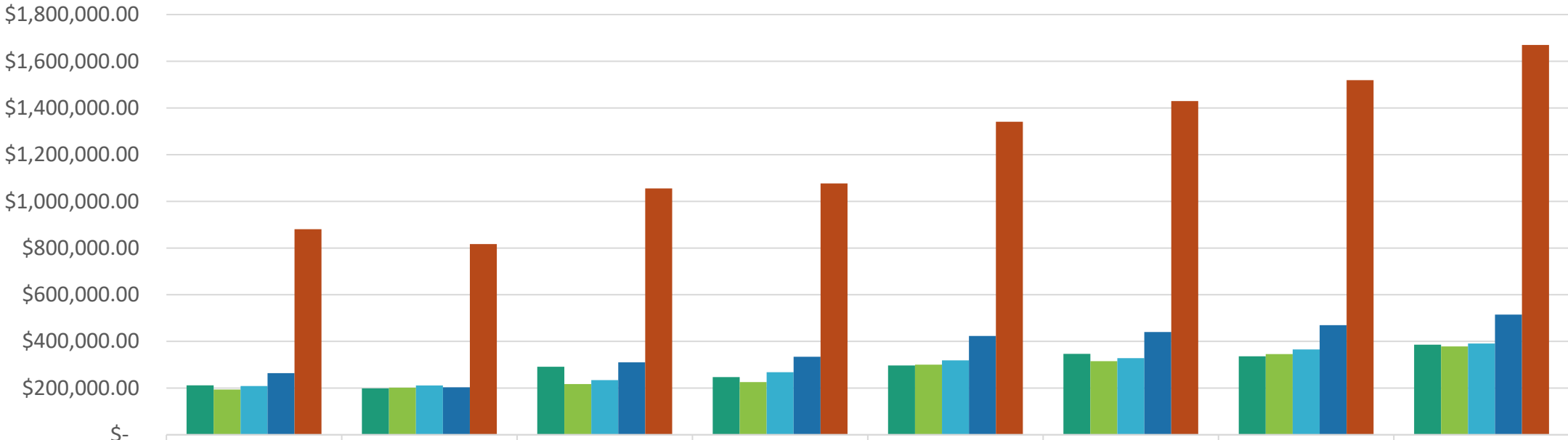
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$800,133.00	$739,709.00	$820,122.00	$960,574.00	$1,063,301.45	$1,178,718.57	$1,216,488.34	$1,522,565.39
2ND Q	$700,575.00	$705,361.00	$783,299.00	$874,795.00	$1,046,587.64	$1,162,266.07	$1,264,176.75	$1,554,045.80
3RD Q	$764,141.00	$777,719.00	$887,401.00	$1,113,382.00	$1,289,013.00	$1,260,441.56	$1,505,673.13	$1,720,837.41
4TH Q	$776,459.00	$780,577.00	$859,543.00	$985,618.00	$1,128,675.00	$1,202,505.00	$1,610,536.47	$1,867,726.75
TOTAL	$3,041,308.00	$3,003,366.00	$3,350,365.00	$3,934,369.00	$4,527,577.09	$4,803,931.20	$5,596,874.69	$6,665,175.35

RETAIL QUARTERLY COLLECTIONS
2013-2020



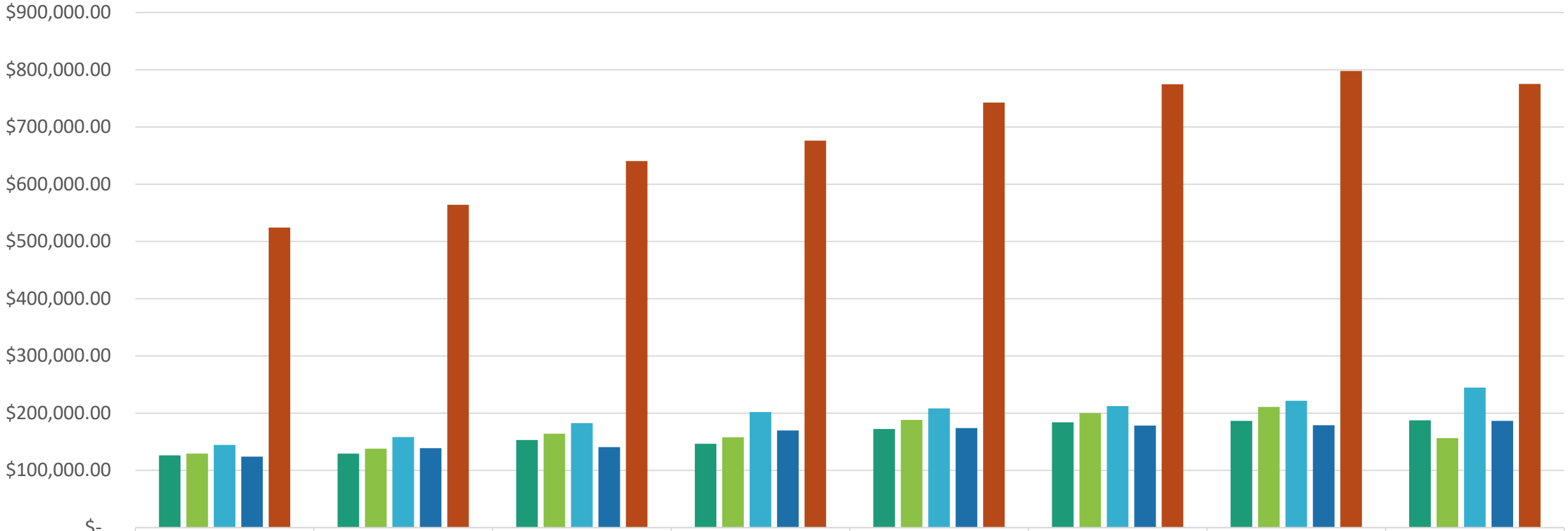
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$93,867.49	$87,111.00	$117,519.00	$135,829.00	$152,783.00	$180,805.00	$240,963.12	$402,494.42
2ND Q	$121,798.72	$120,143.00	$152,697.00	$169,868.00	$191,144.24	$211,184.00	$326,235.07	$528,285.35
3RD Q	$136,001.41	$132,062.00	$167,779.00	$232,079.00	$193,421.88	$216,130.00	$414,562.99	$643,970.01
4TH Q	$114,629.45	$134,699.00	$155,413.00	$197,394.00	$176,819.00	$182,484.00	$503,352.65	$680,330.28
Total	$466,297.07	$474,015.00	$593,408.00	$735,170.00	$714,168.12	$790,603.00	$1,485,113.83	$2,255,080.06

FOOD QUARTERLY COLLECTIONS
2013-2020



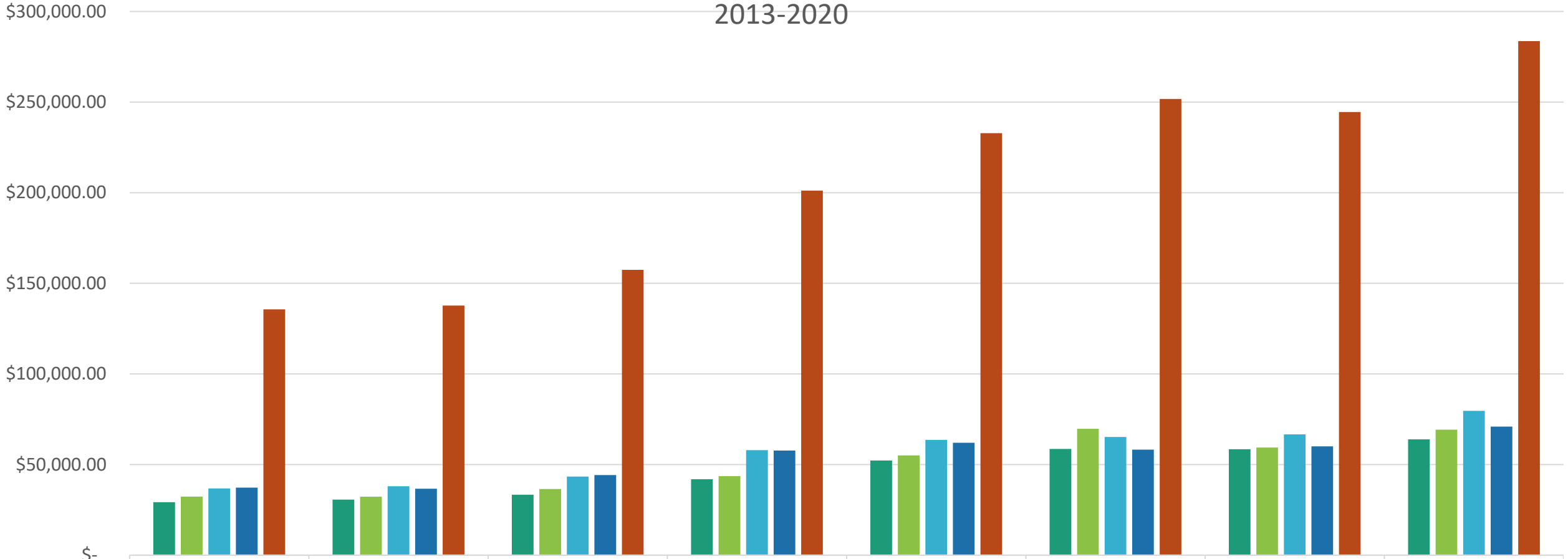
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$211,734.19	$198,749.84	$291,590.20	$247,051.00	$296,908.00	$346,398.00	$336,265.35	$386,132.63
2ND Q	$193,988.75	$201,911.65	$217,373.43	$225,429.00	$300,241.00	$315,044.00	$345,569.04	$378,306.28
3RD Q	$208,881.07	$210,991.54	$233,875.25	$267,781.00	$318,691.00	$328,205.00	$365,735.21	$390,820.28
4TH Q	$264,214.00	$203,226.50	$310,292.58	$334,380.00	$423,132.00	$440,235.00	$469,585.55	$514,837.40
Total	$880,831.01	$816,893.53	$1,055,146.46	$1,076,657.00	$1,340,989.00	$1,429,883.00	$1,519,174.15	$1,670,096.59

RESTAURANTS & BARS QUARTERLY COLLECTIONS
2013-2020



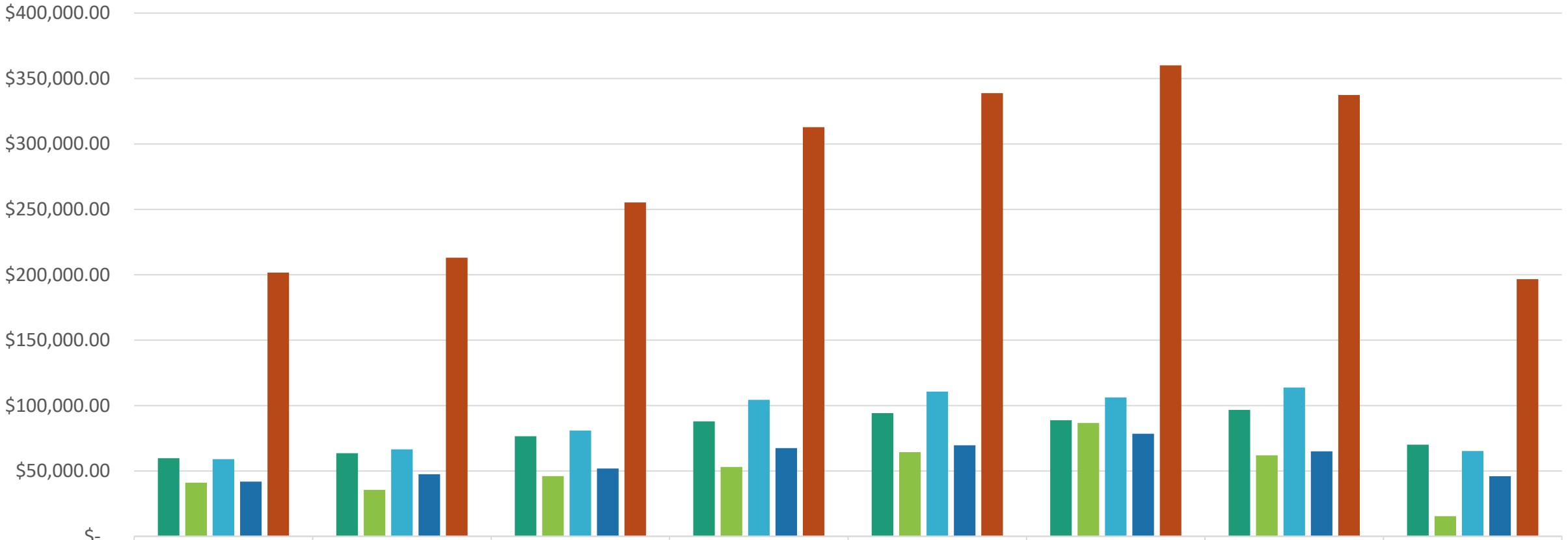
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$126,246.97	$129,304.00	$153,184.00	$146,474.00	$172,287.00	$183,983.00	$186,559.51	$187,549.11
2ND Q	$129,398.73	$137,848.00	$164,057.00	$157,928.00	$188,238.00	$200,070.00	$210,788.82	$156,444.87
3RD Q	$144,589.00	$158,133.00	$182,472.00	$201,904.00	$208,257.00	$212,320.00	$221,608.66	$244,759.63
4TH Q	$123,962.09	$138,779.00	$140,735.00	$169,795.00	$173,924.00	$178,329.00	$178,897.69	$186,544.44
Total	$524,196.79	$564,064.00	$640,448.00	$676,101.00	$742,706.00	$774,702.00	$797,854.68	$775,298.05

LIQUOR STORES QUARTERLY COLLECTIONS
2013-2020



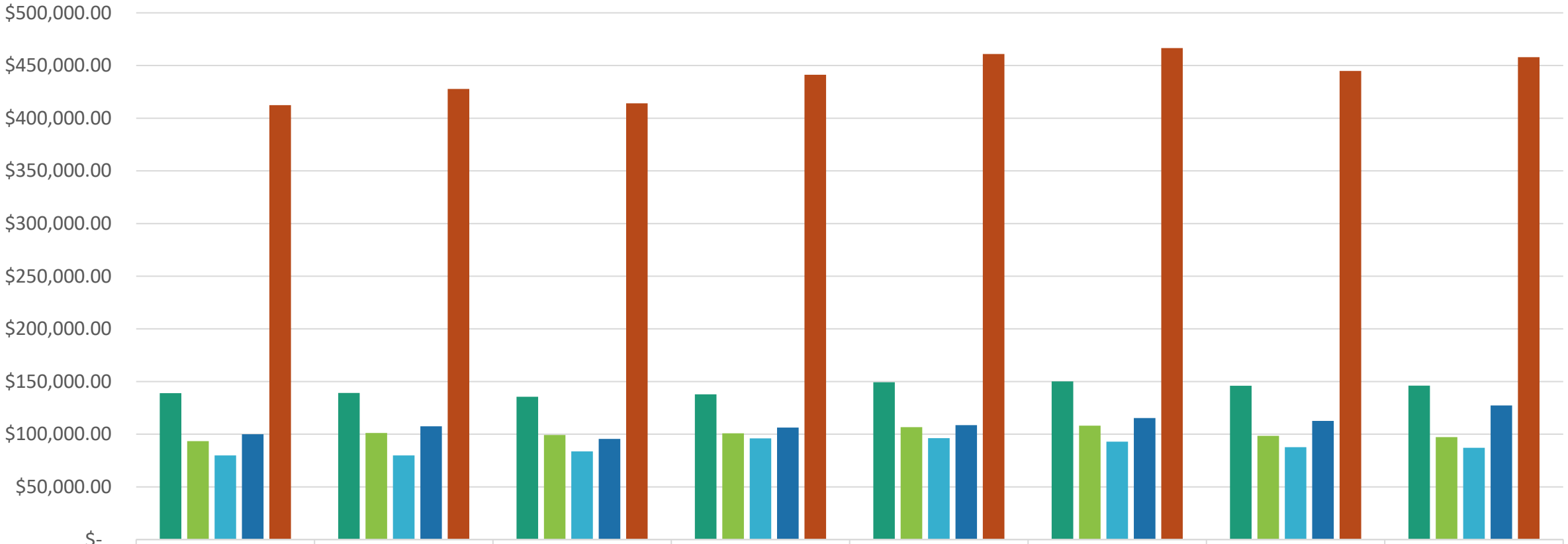
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$29,240.21	$30,678.33	$33,366.23	$41,903.00	$52,210.00	$58,597.00	$58,457.33	$63,871.12
2ND Q	$32,287.72	$32,282.04	$36,503.00	$43,575.22	$55,021.00	$69,704.00	$59,369.38	$69,205.68
3RD Q	$36,848.51	$38,051.52	$43,362.56	$57,972.00	$63,607.00	$65,200.00	$66,659.81	$79,609.45
4TH Q	$37,261.52	$36,687.26	$44,193.43	$57,722.00	$62,038.00	$58,215.00	$60,036.62	$70,957.50
Total	$135,637.96	$137,699.15	$157,425.22	$201,172.22	$232,876.00	$251,716.00	$244,523.14	$283,643.75

LODGING QUARTERLY COLLECTIONS
2013-2020



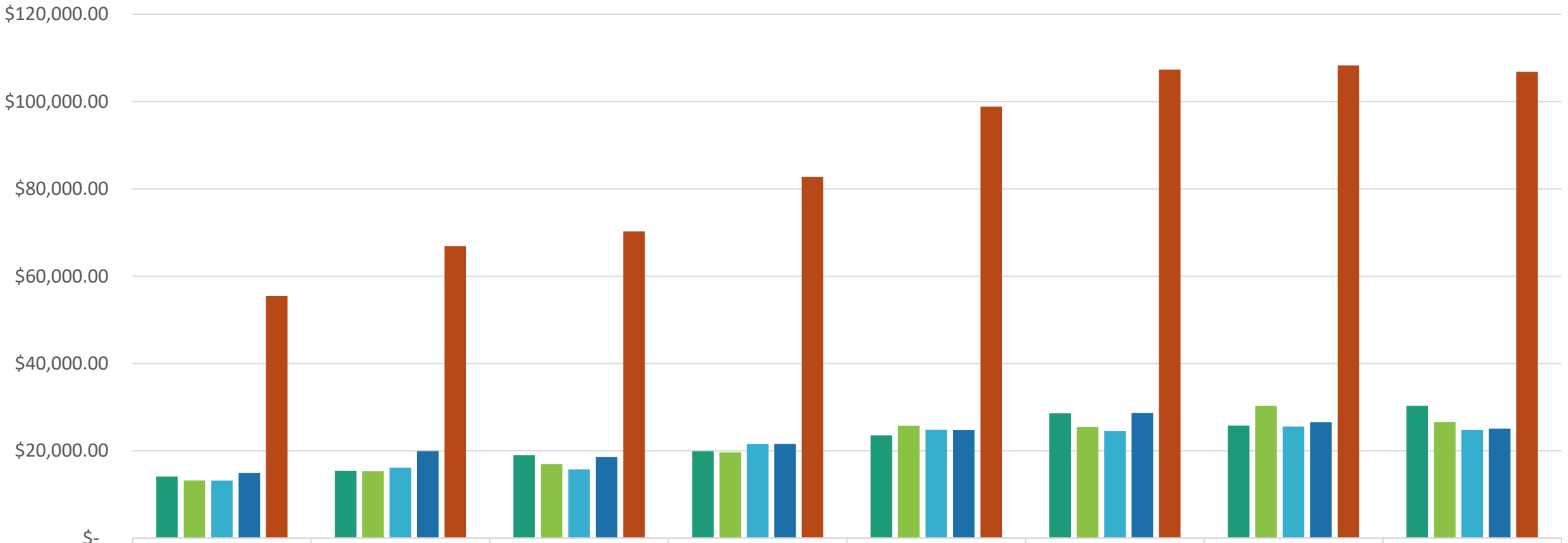
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$59,708.00	$63,525.00	$76,505.00	$87,938.00	$94,225.00	$88,766.00	$96,699.51	$70,078.01
2ND Q	$41,068.00	$35,521.00	$46,083.00	$53,059.00	$64,375.00	$86,681.00	$61,965.94	$15,413.58
3RD Q	$59,044.00	$66,470.00	$80,887.00	$104,361.00	$110,640.00	$106,213.00	$113,745.14	$65,193.97
4th Q	$41,853.00	$47,479.00	$51,839.00	$67,466.00	$69,604.00	$78,414.00	$64,988.06	$45,976.55
Total	$201,673.00	$212,995.00	$255,314.00	$312,824.00	$338,844.00	$360,074.00	$337,398.65	$196,662.11

UTILITIES QUARTERLY COLLECTIONS
2013-2020



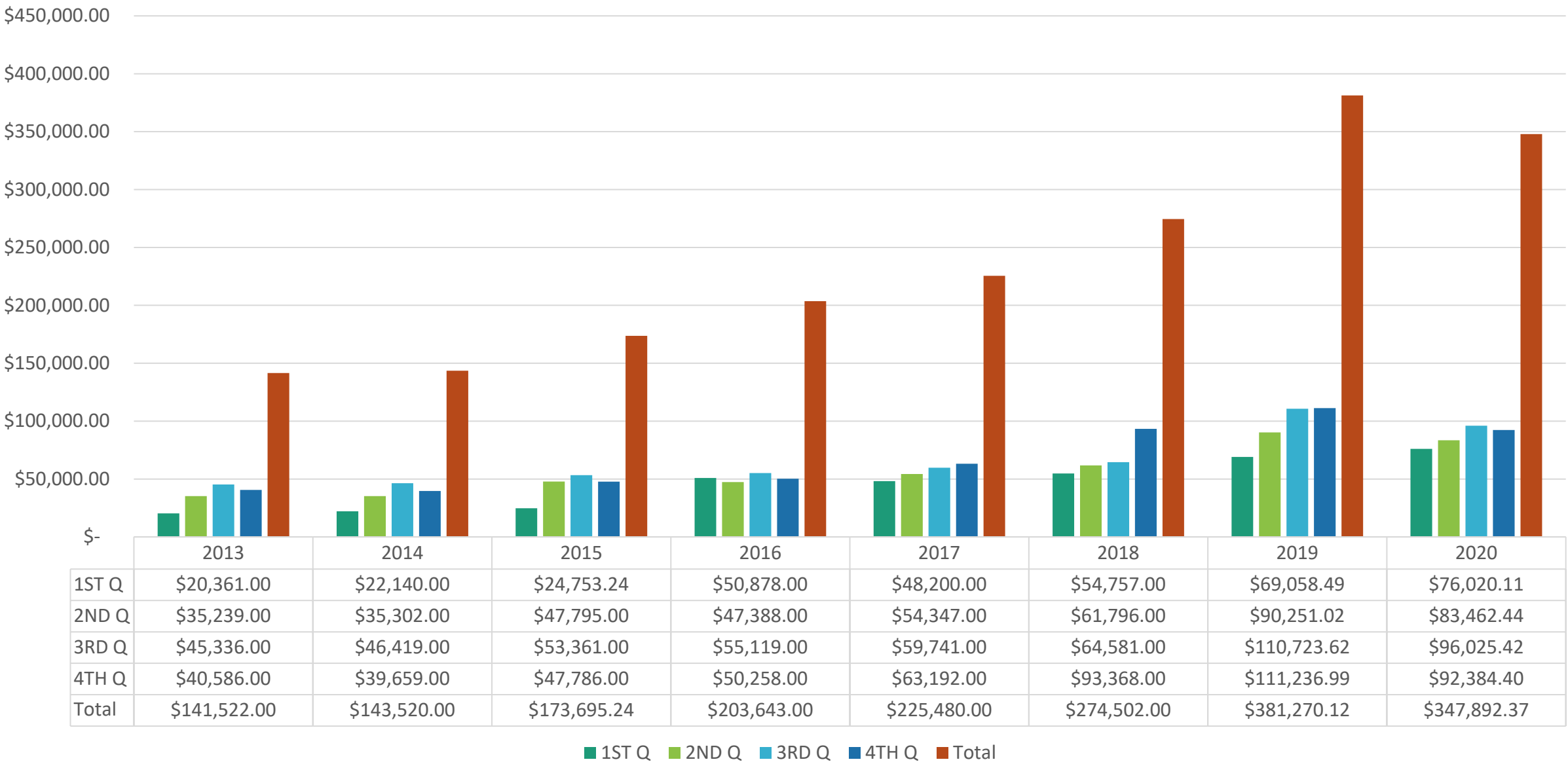
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$138,986.76	$139,163.47	$135,528.00	$137,923.00	$149,364.00	$150,181.00	$146,026.55	$146,137.21
2ND Q	$93,477.93	$101,225.47	$99,307.00	$100,861.00	$106,714.00	$108,099.00	$98,470.49	$97,265.57
3RD Q	$79,883.97	$79,870.70	$83,677.00	$96,068.00	$96,252.00	$92,926.00	$87,714.27	$87,130.12
4TH Q	$100,029.13	$107,506.06	$95,573.00	$106,348.00	$108,603.00	$115,323.00	$112,669.19	$127,342.60
Total	$412,377.79	$427,765.70	$414,085.00	$441,200.00	$460,933.00	$466,529.00	$444,880.50	$457,875.50

AUTOMOTIVE QUARTERLY COLLECTIONS
2013-2020



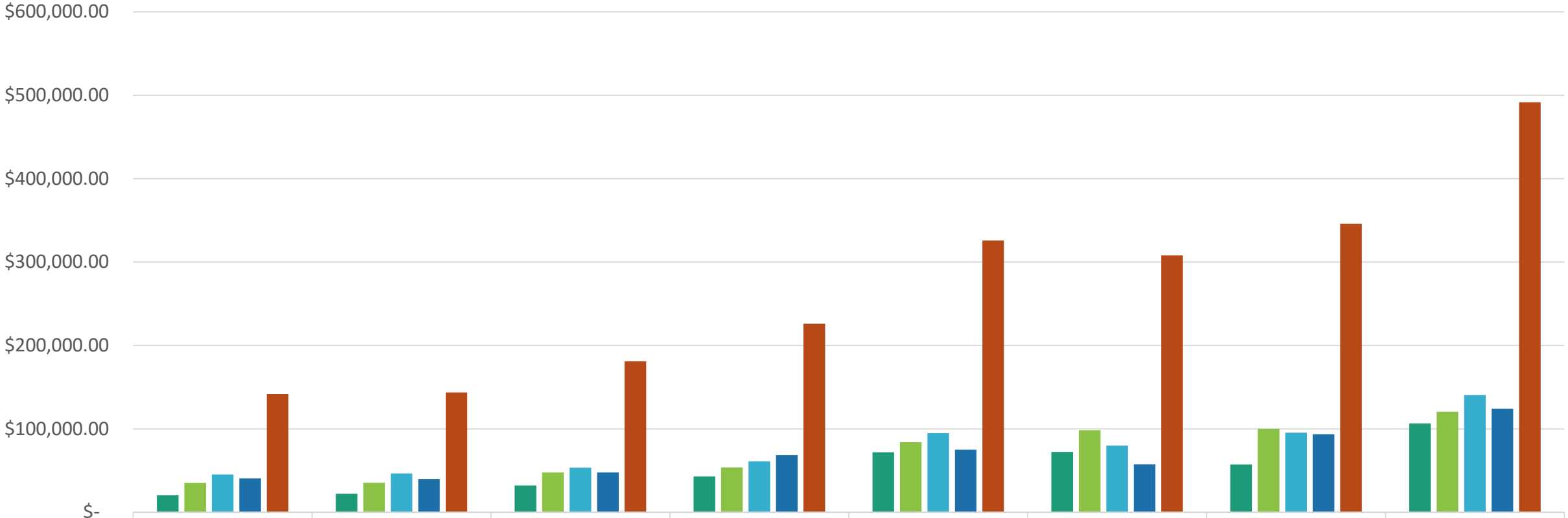
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$14,120.41	$15,450.05	$18,989.05	$19,898.44	$23,529.00	$28,620.00	$25,812.64	$30,325.40
2ND Q	$13,214.02	$15,365.35	$16,974.95	$19,673.00	$25,761.00	$25,470.00	$30,316.07	$26,635.08
3RD	$13,186.77	$16,148.79	$15,764.43	$21,602.00	$24,810.00	$24,573.00	$25,578.93	$24,762.43
4TH Q	$14,948.20	$19,953.58	$18,565.94	$21,608.00	$24,748.00	$28,679.00	$26,595.10	$25,108.43
Total	$55,469.40	$66,917.77	$70,294.37	$82,781.44	$98,848.00	$107,342.00	$108,302.74	$106,831.34

MISCELLANEOUS QUARTERLY COLLECTIONS
2013-2020



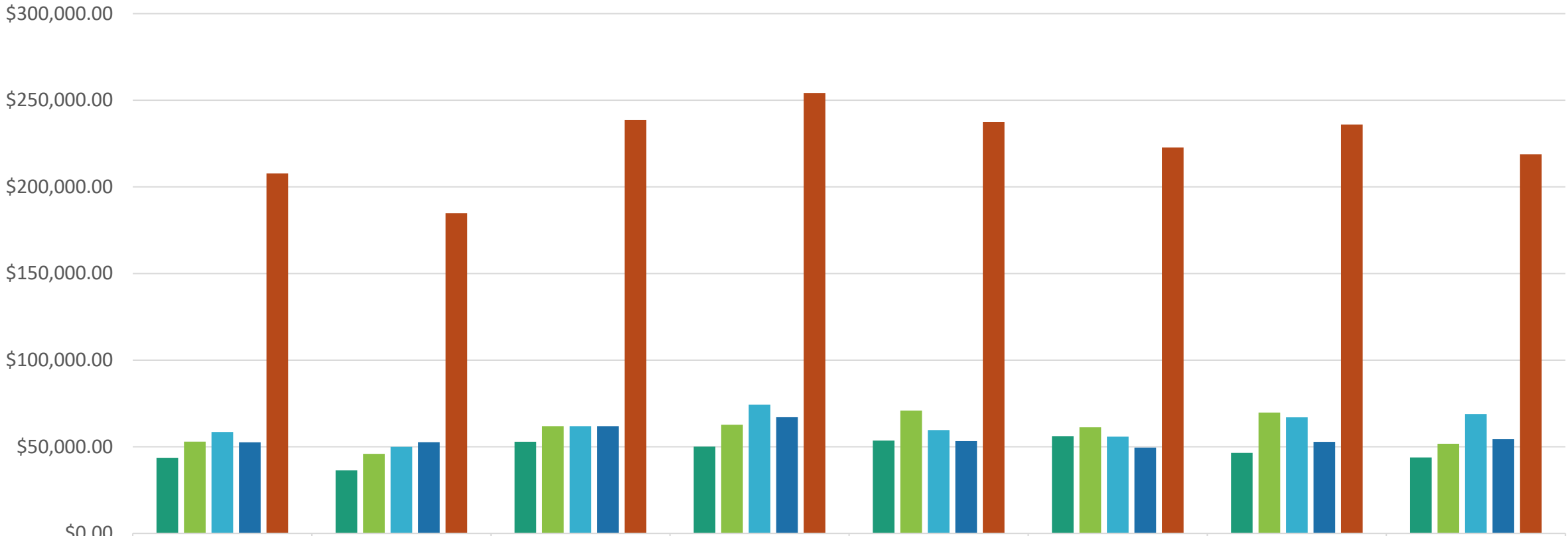
	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$20,361.00	$22,140.00	$24,753.24	$50,878.00	$48,200.00	$54,757.00	$69,058.49	$76,020.11
2ND Q	$35,239.00	$35,302.00	$47,795.00	$47,388.00	$54,347.00	$61,796.00	$90,251.02	$83,462.44
3RD Q	$45,336.00	$46,419.00	$53,361.00	$55,119.00	$59,741.00	$64,581.00	$110,723.62	$96,025.42
4TH Q	$40,586.00	$39,659.00	$47,786.00	$50,258.00	$63,192.00	$93,368.00	$111,236.99	$92,384.40
Total	$141,522.00	$143,520.00	$173,695.24	$203,643.00	$225,480.00	$274,502.00	$381,270.12	$347,892.37

BUILDING/CONSTRUCTION QUARTERLY COLLECTIONS
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
1ST Q	$20,361.00	$22,140.00	$32,099.00	$42,945.32	$71,877.76	$72,253.00	$57,256.78	$106,377.46
2ND Q	$35,239.00	$35,302.00	$47,795.00	$53,609.00	$83,956.00	$98,455.00	$99,853.89	$120,603.58
3RD Q	$45,336.00	$46,419.00	$53,361.00	$61,052.00	$94,961.00	$79,939.00	$95,387.83	$140,605.17
4TH Q	$40,586.00	$39,659.00	$47,786.00	$68,394.00	$75,070.00	$57,387.00	$93,403.93	$123,977.72
Total	$141,522.00	$143,520.00	$181,041.00	$226,000.32	$325,864.76	$308,034.00	$345,902.43	$491,563.93

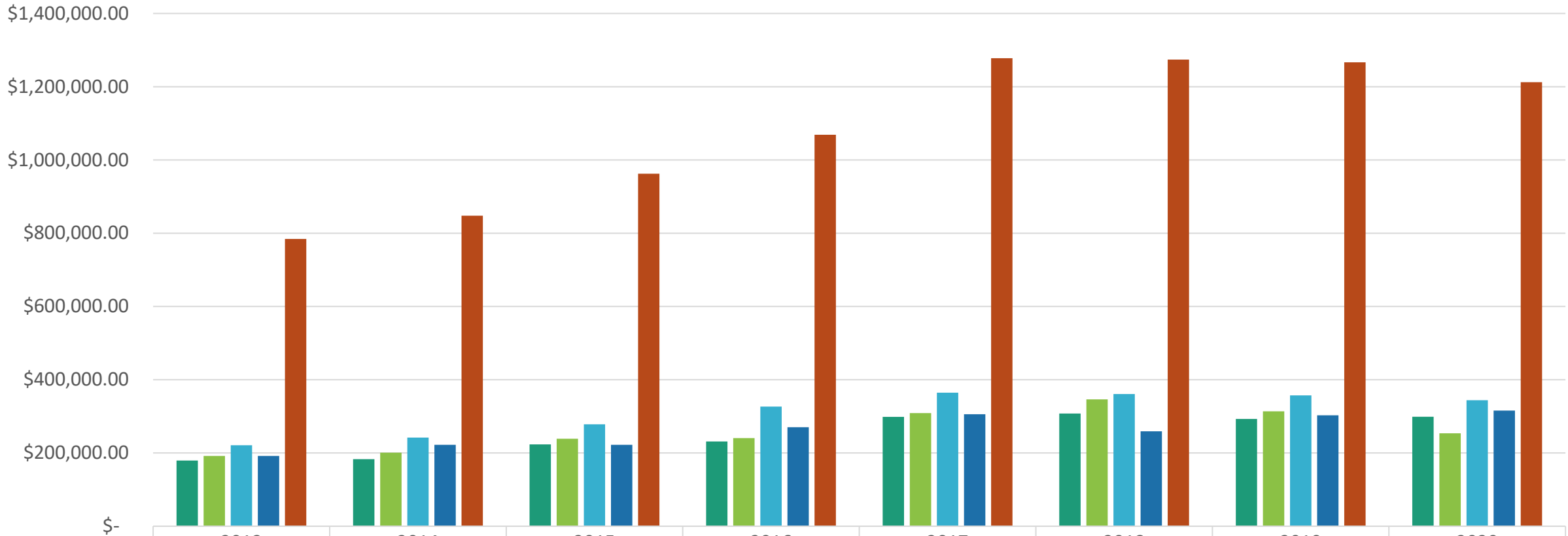
DOWNTOWN DISTRICT QUARTERLY
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$43,667.00	$36,372.00	$52,910.00	$50,106.00	$53,590.17	$56,150.00	$46,445.56	$43,835.85
SECOND QUARTER	$52,967.00	$45,903.00	$61,897.00	$62,723.00	$70,919.00	$61,248.00	$69,735.79	$51,744.09
THIRD QUARTER	$58,543.00	$49,962.00	$61,872.00	$74,307.00	$59,655.00	$55,818.00	$66,983.36	$68,899.51
FOURTH QUARTER	$52,589.00	$52,644.00	$61,928.00	$67,054.00	$53,234.00	$49,502.00	$52,845.23	$54,356.34
TOTAL	$207,766.00	$184,881.00	$238,607.00	$254,190.00	$237,398.17	$222,718.00	$236,009.94	$218,835.79

FIRST QUARTER SECOND QUARTER THIRD QUARTER FOURTH QUARTER TOTAL

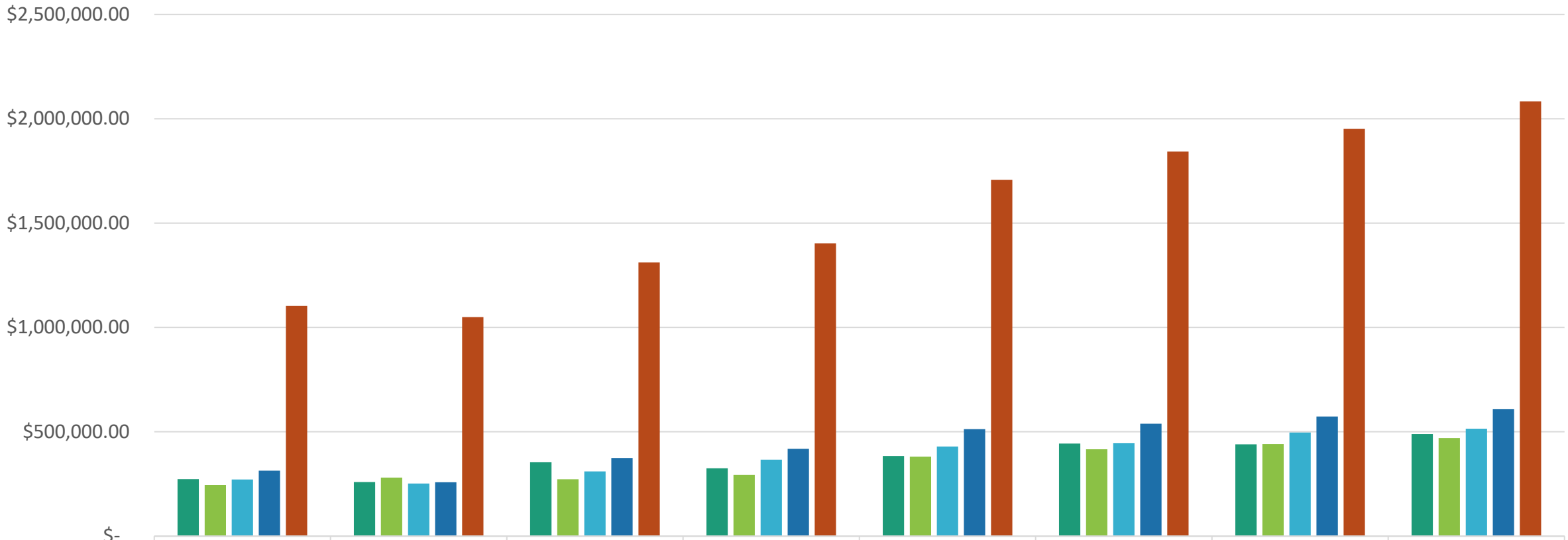
CHAMBERS AVENUE QUARTERLY
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$179,418.00	$183,052.00	$223,270.00	$231,277.00	$298,612.00	$307,670.00	$292,733.84	$298,756.44
SECOND QUARTER	$191,927.00	$200,696.00	$238,789.00	$240,491.00	$308,898.00	$346,299.00	$313,868.66	$253,722.58
THIRD QUARTER	$221,164.00	$241,837.00	$278,328.00	$326,572.00	$364,644.00	$361,030.00	$357,327.32	$344,048.02
FOURTH QUARTER	$191,945.00	$222,332.00	$222,157.00	$270,386.00	$305,657.00	$259,168.00	$302,803.46	$315,747.61
TOTAL	$784,454.00	$847,917.00	$962,544.00	$1,068,726.00	$1,277,811.00	$1,274,167.00	$1,266,733.28	$1,212,274.65

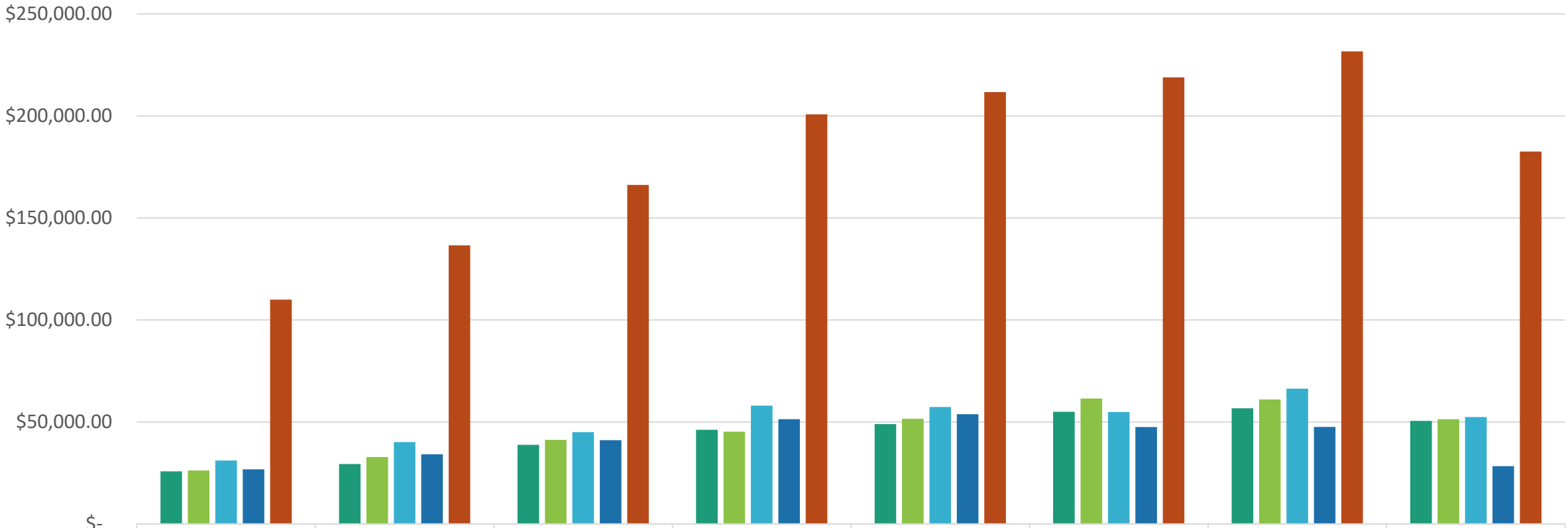
FIRST QUARTER SECOND QUARTER THIRD QUARTER FOURTH QUARTER TOTAL

MARKET STREET QUARTERLY
2013-2020



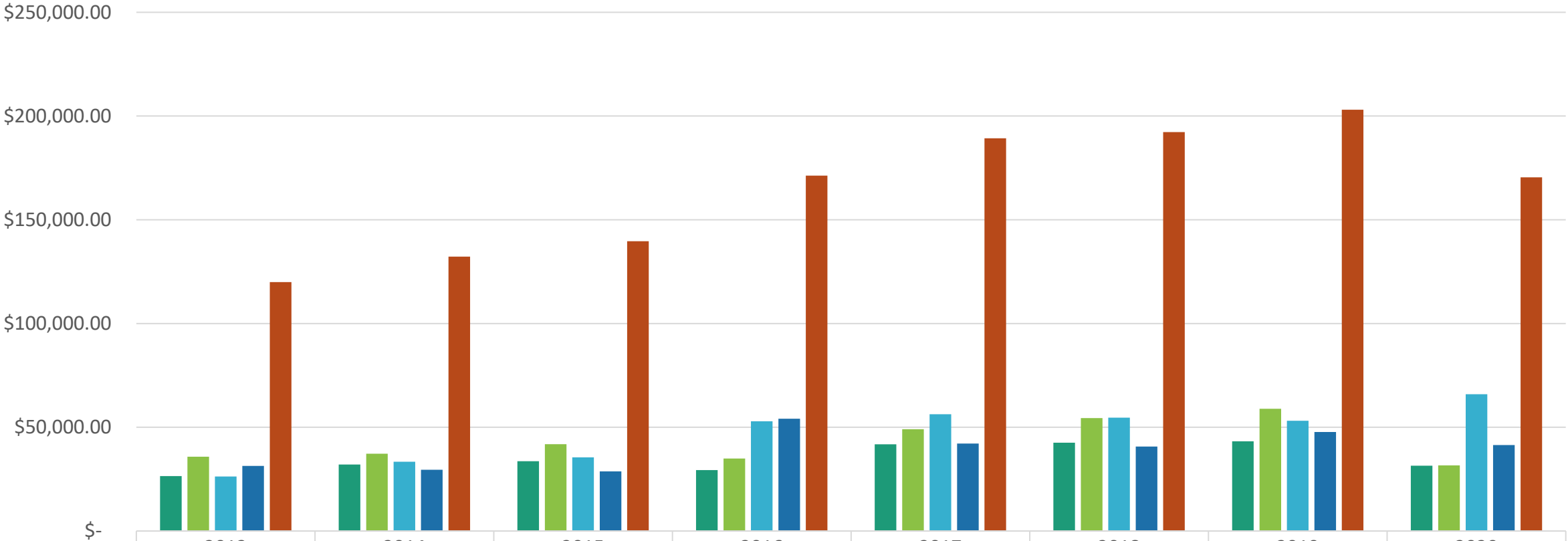
	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$272,777.00	$258,982.00	$354,444.00	$325,059.00	$384,063.25	$443,465.00	$439,934.34	$489,199.05
SECOND QUARTER	$244,981.00	$280,760.00	$272,211.00	$293,285.00	$380,820.00	$416,025.00	$441,665.87	$470,240.23
THIRD QUARTER	$271,506.00	$251,840.00	$310,035.00	$366,420.00	$429,506.00	$445,166.00	$496,388.50	$514,717.99
FOURTH QUARTER	$313,717.00	$257,995.00	$374,422.00	$418,033.00	$512,508.00	$538,668.00	$573,202.17	$609,018.28
TOTAL	$1,102,981.00	$1,049,577.00	$1,311,112.00	$1,402,797.00	$1,706,897.25	$1,843,324.00	$1,951,190.88	$2,083,175.55

HIGHWAY 6/GRAND AVE. QUARTERLY
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$25,792.00	$29,394.00	$38,794.00	$46,160.00	$48,955.00	$54,992.00	$56,722.49	$50,516.40
SECOND QUARTER	$26,223.00	$32,839.00	$41,246.00	$45,253.00	$51,585.00	$61,510.00	$61,015.27	$51,284.82
THIRD QUARTER	$31,120.00	$40,130.00	$45,046.00	$58,024.00	$57,328.00	$54,904.00	$66,342.79	$52,400.11
FOURTH QUARTER	$26,807.00	$34,187.00	$41,083.00	$51,342.00	$53,826.00	$47,507.00	$47,578.01	$28,355.08
TOTAL	$109,942.00	$136,550.00	$166,169.00	$200,779.00	$211,694.00	$218,913.00	$231,658.56	$182,556.41

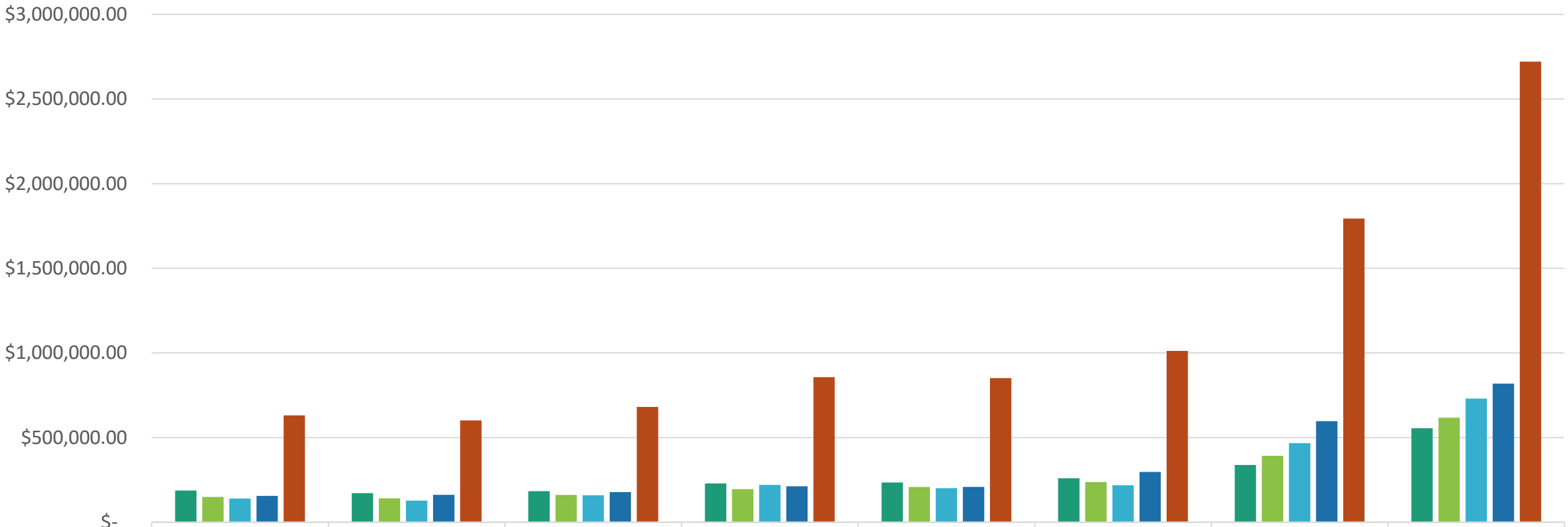
EAGLE RANCH QUARTERLY
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$26,464.00	$32,052.00	$33,623.00	$29,345.00	$41,784.98	$42,545.00	$43,251.46	$31,496.02
SECOND QUARTER	$35,825.00	$37,262.00	$41,824.00	$34,938.00	$49,038.00	$54,401.00	$58,929.66	$31,606.89
THIRD QUARTER	$26,261.00	$33,395.00	$35,477.00	$52,884.00	$56,278.00	$54,607.00	$53,106.16	$65,937.54
FOURTH QUARTER	$31,388.00	$29,517.00	$28,733.00	$54,097.00	$42,147.00	$40,690.00	$47,723.98	$41,416.29
TOTAL	$119,938.00	$132,226.00	$139,657.00	$171,264.00	$189,247.98	$192,243.00	$203,011.26	$170,456.74

FIRST QUARTER SECOND QUARTER THIRD QUARTER FOURTH QUARTER TOTAL

OTHER AREAS QUARTERLY
2013-2020



	2013	2014	2015	2016	2017	2018	2019	2020
FIRST QUARTER	$186,961.19	$171,796.61	$183,383.03	$229,127.69	$234,778.69	$259,539.00	$338,012.75	$555,182.07
SECOND QUARTER	$148,949.88	$141,014.04	$160,757.38	$195,076.63	$207,623.15	$237,021.00	$392,136.41	$616,999.50
THIRD QUARTER	$139,500.56	$127,070.21	$158,928.56	$220,255.03	$200,688.45	$218,563.00	$467,197.05	$729,873.31
FOURTH QUARTER	$155,425.00	$161,456.00	$177,695.00	$212,234.00	$208,104.00	$296,808.00	$596,612.93	$818,565.72
TOTAL	$630,836.63	$601,336.86	$680,763.97	$856,693.35	$851,194.29	$1,011,931.00	$1,793,959.14	$2,720,620.60

FIRST QUARTER SECOND QUARTER THIRD QUARTER FOURTH QUARTER TOTAL

To: Mayor and Town Council

From: Bill Shrum, Assistant Town Manager

Date: February 9, 2021

Agenda Item: Ordinance No. 01, Series 2021 – "An Ordinance of the Town Council of the Town of Eagle, Colorado amending Chapter 5.03 of the Eagle Municipal Code to grant to Black Hills Colorado Gas, Inc. D/B/A Black Hills Energy, its lessees, successors and assigns, a natural gas franchise and the authority to construct, operate, maintain, and extend a natural gas distribution plant and system, and granting the right to use the streets, alleys, and other public places within the present or future corporate limits of the Town of Eagle, Colorado".

REQUEST:

Staff requests that the Town Council review the franchise agreement between the Town of Eagle and Black Hills Energy for the provision of natural gas and host a Public Hearing for the second reading of the ordinance.

INTRODUCTION:

In 1966, Ordinance No. 123 provided the first franchise agreement between Black Hills Energy (then Rocky Mountain Natural Gas Company, Inc.) and the Town of Eagle. This franchise agreement expired in 1991, and while there were ordinance changes including the occupation tax passed by the Town Board at that time, the franchise was not renewed. From that point forward the Town and Black Hills Energy have operated without a franchise agreement, and both parties are motivated to adopt a new agreement. A draft of this agreement was brought to the Council on October 27, 2020 and agreed upon by the Council. The first reading of the franchise agreement is January 12, 2020, and we are now at the second reading noticed and scheduled for February 9, 2020.

ANALYSIS:

There are some changes that were incorporated in this new franchise agreement when compared to the previous agreement which expired in 1994. The following amendments were made to accommodate Home Rule.

- The Town Charter restricts franchise agreements to 20 years or less. The draft is for a 15-year agreement.
- The Town Charter allows but does not require a franchise fee (a % of Black Hills' gross receipts) to be in lieu of right-of-way permit fees and a business license. The Town is keeping the 2% franchise fee from previous agreement and requiring Black Hills Energy pay for construction permits within the Town right-of-way.

Additional language has been added to previous agreements which conform to the Town Charter, Long-Range Planning, and new technology:

- The Town will receive GIS franchise maps of Black Hills Energy infrastructure on a yearly basis or as requested.
- The Town added language to retain its police power.

COMMUNITY INPUT:

The Town has not received any community input on the Franchise Agreement since the first reading on January 12.

BUDGET / STAFF IMPACT:

The franchise agreement includes a 2% franchise fee of gross receipts Grantee derives from sale, distribution, or transportation of gas delivered within the present or future limits of town. These fees are in addition to and separate from any normal fees, charges, taxes and assessments the Town would generally impose for the privilege of doing business in town.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

A franchise agreement with Black Hills Energy is an action item towards the Strategic Goal of Matching Infrastructure to Quality of Life in the Town of Eagle. The action also fulfills a Guiding Principle of the Town to Protect Public Health, Safety, and the Environment.

RECOMMENDED ACTION OR PROPOSED MOTION:

A motion to **APPROVE** or **DENY** Ordinance No. 01, Series 2021 – "An Ordinance of the Town Council of the Town of Eagle, Colorado amending Chapter 5.03 of the Eagle Municipal Code to grant to Black Hills Colorado Gas, Inc. D/B/A Black Hills Energy, its lessees, successors and assigns, a natural gas franchise and the authority to construct, operate, maintain, and extend a natural gas distribution plant and system, and granting the right to use the streets, alleys, and other public places within the present or future corporate limits of the Town of Eagle, Colorado"..

ATTACHMENTS:

Ordinance 01 2021 Black Hills Franchise-O110620.pdf

TOWN OF EAGLE, COLORADO
ORDINANCE NO. 01
(Series of 2021)

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AMENDING CHAPTER 5.03 OF THE EAGLE MUNICIPAL CODE TO GRANT TO BLACK HILLS COLORADO GAS, INC. D/B/A BLACK HILLS ENERGY, ITS LESSEES, SUCCESSORS AND ASSIGNS, A NATURAL GAS FRANCHISE AND THE AUTHORITY TO CONSTRUCT, OPERATE, MAINTAIN, AND EXTEND A NATURAL GAS DISTRIBUTION PLANT AND SYSTEM, AND GRANTING THE RIGHT TO USE THE STREETS, ALLEYS, AND OTHER PUBLIC PLACES WITHIN THE PRESENT OR FUTURE CORPORATE LIMITS OF THE TOWN OF EAGLE, COLORADO

WHEREAS, Black Hills Energy or its predecessor has held a franchise and operated a gas system in the Town since September 6, 1966.

WHEREAS, the Town Council wishes to renew the agreement regulating Black Hills Energy's authority to construct, operate and maintain natural gas distribution within the Town, including the use of Town rights-of-way and codify the terms and conditions of the franchise agreement in Chapter 5.03 of the Town of Eagle Municipal Code;

WHEREAS, pursuant to Article IX of the Eagle Home Rule Charter and C.R.S. §§ 31-32-101 through 103, the Town may grant a franchise by ordinance after statutory notice and publication requirements have been met and after two readings of the ordinance;

WHEREAS, Black Hills Energy has satisfied the statutory notice requirements as evidenced by publisher's affidavit; and

WHEREAS, this Ordinance has been read twice, first on January 12, 2021 and next on February 9, 2021.

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

Section 1. Chapter 5.03 of the Eagle Municipal Code is amended by the addition of the following Sections 5.03.200 through 5.03.1800:

5.03.200. - Franchise granted.

The Town of Eagle, Colorado (hereinafter referred to as "Grantor"), hereby grants a non-exclusive franchise to Black Hills Colorado Gas, Inc., d/b/a Black Hills Energy (formerly known as SourceGas Distribution LLC) (hereinafter called "Grantee"), its lessees, successors and assigns. Grantee is hereby granted the right, privilege, franchise, permission and authority to lay, construct, install, maintain, operate and extend in, along, over or across the present and future streets, alleys, avenues, bridges, public rights-of-way and public easements as are now within the present or future limits of said Grantor,

a natural gas distribution system and all facilities necessary for the purpose of supplying natural gas or processed gas and other operations connected therewith or incident thereto for all purposes to the inhabitants of said Grantor and consumers in the vicinity thereof, and for the distribution of natural gas from or through said Grantor to points beyond the limits thereof. Such facilities shall include, but not be limited to, all mains, services, pipes, conduits and all other apparatus and appliances necessary or convenient for transporting, distributing and supplying natural gas for all purposes for which it may be used, and to do all other things necessary and proper in providing natural gas service to the inhabitants of Grantor and in carrying on such business.

5.03.300. – Term.

This franchise shall take effect on the first day of the month following the date this Ordinance is finally approved by the Colorado Public Utilities Commission (the "Effective Date"), at which time Grantee will begin to collect the franchise fee set forth herein, and this franchise shall remain in effect for a period of fifteen (15) years from the Effective Date of this Ordinance.

5.03.400. – Franchise fees or taxes.

A. In exchange for the franchise granted herein, Grantee shall collect from all customers, but not from the Town of Eagle, located within the corporate limits of Grantor and pay to Grantor an amount equal to two percent (2%) of gross receipts Grantee derives from the sale, distribution or transportation of gas delivered within the present or future limits of Grantor. Gross receipts as used herein are revenues received from the sale, distribution or transportation of gas, after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered.

B. The amount paid by Grantee shall be in addition to and separate from fees, charges, taxes and assessments Grantor imposes generally for the privilege of doing business within the present or future corporate limits of Grantor, including, without limitation, licensing fees, right-of-way permit fees, and the gas company occupation tax imposed by this Chapter, as amended, in the amount currently set at $1,500 per calendar month on every gas company that sells, provides, supplies, delivers, or distributes gas within the Town.

C. Ad valorem property taxes imposed generally upon all real and personal property within the present or future corporate limits of Grantor shall not be deemed to affect Grantee's obligations under this section.

D. Grantee shall list the franchise fee collected from customers as a separate item on bills for utility service issued to its customers. If at any time the Colorado Public Utilities Commission or other authority having proper jurisdiction prohibits such recovery, then Grantee will no longer be obligated to collect and pay the franchise fee. Any customer refunds ordered by the Commission or other authority due to an unlawful or prohibited

collection of the franchise fee collected by Grantee and remitted to Grantor shall be refunded by Grantor.

E. Within ten (10) days of the date of this Ordinance, Grantor shall provide Grantee with a map of its corporate limits (the "Map"). The Map shall be of sufficient detail to assist Grantee in determining whether their customers reside within Grantor's corporate limits. The Map along with Grantee's Geographic Information System ("GIS") mapping information shall serve as the basis for determining Grantee's obligation hereunder to collect and pay the franchise fee from customers; provided, however, that if the Grantor's corporate limits are changed by annexation or otherwise, it shall be the Grantor's sole responsibility to (a) update the Map so that the changes are included therein, and (b) provide the updated Map to the Grantee.

F. Grantee's obligation to collect and pay the franchise fee from customers within an annexed area shall not commence until the later: (a) of sixty (60) days after Grantee's receipt from the Grantor of an updated Map including the annexed area, or (b) after Grantee's receipt from the Grantor of an updated Map including the annexed area as is reasonably necessary for Grantee to identify the customers in the annexed area obligated to pay the franchise fee; provided, further that neither party shall have the obligation to correct a mistake, including but not limited to collection of the fee by Grantee from its customers or remittance of that fee by Grantee to Grantor, that is discovered more than one (1) year after the occurrence thereof. Grantor shall indemnify Grantee from claims of any nature, including attorney fees, arising out of or related to the imposition and collection of the franchise fee. In addition, Grantee shall not be liable for paying franchise fees from or to any customer originally or subsequently identified, or incorrectly identified, by Grantor or by Grantee, as being subject to the franchise fee or being subject to a different level of franchise fees or being exempt from the imposition of franchise fees.

G. Grantor shall have access to and the right to examine, during normal business hours, such of Grantee's books, receipts, files, records and documents as is necessary to verify the accuracy of payments due hereunder. If it is determined that a mistake was made in the payment of any franchise fee required hereunder, the mistake shall be corrected promptly upon discovery such that any under-payment by Grantee shall be paid within thirty (30) days of recalculation of the amount due, and any over-payment by Grantee shall be deducted from the next payment of such franchise fee due by Grantee to Grantor.

5.03.500. – Periodic review.

Five (5) years from the date of enactment of this Ordinance, and every five years thereafter until the end of the term as defined herein, Grantor may review the terms of this Ordinance. Grantor shall notify Grantee in writing, no later than one hundred and eighty (180) days before each five (5) year anniversary of the Effective Date if it desires to amend this Ordinance. Any amendment adopted must occur through mutual agreement of Grantor and Grantee.

5.03.600. – Police power reserved.

The right is hereby reserved to Grantor to adopt, from time to time, in addition to the provisions herein contained, such ordinance as may be deemed necessary in the exercise of its police power, provided that such regulation shall be reasonable and not destructive of the rights herein granted and not in conflict with the laws of the State or with orders of other authorities having jurisdiction in the Town.

5.03.700. – Governing rules and regulations.

The franchise granted hereunder is subject to all conditions, limitations and immunities now provided for, or as hereafter amended, and applicable to the operations of a public utility, by state or federal law. The rates to be charged by Grantee for service within the present or future corporate limits of Grantor and the rules and regulations regarding the character, quality and standards of service to be furnished by Grantee, shall be under the jurisdiction and control of such regulatory body or bodies as may, from time to time, be vested by law with authority and jurisdiction over the rates, regulations and quality and standards of service to be supplied by Grantee. Provided however, should any judicial, regulatory or legislative body having proper jurisdiction take any action that precludes Grantee from recovering from its customers any cost associated with services provided hereunder, then Grantee and Grantor shall renegotiate the terms of this Ordinance in accordance with the action taken. In determining the rights and duties of the Grantee, the terms of this Ordinance shall take precedence over any conflicting terms or requirements contained in any other ordinance enacted by the Grantor.

5.03.800. – Provision for inadequate energy supplies.

If an energy supplier is unable to furnish an adequate supply of energy due to an emergency, an order or decision of a public regulatory body, or other acts beyond the control of the Grantee, then the Grantee shall have the right and authority to adopt reasonable rules and regulations limiting, curtailing or allocating extensions of service or supply of energy to any customers or prospective customers, and withholding the supply of energy to new customers, provided that such rules and regulations shall be uniform as applied to each class of customers or prospective customers, and shall be non-discriminatory as between communities receiving service from the Grantee.

5.03.900. – Construction and maintenance of Grantee's facilities.

A. Any pavements, sidewalks or curbing taken up and any and all excavations made shall be done in such a manner as to cause only such inconvenience to the inhabitants of Grantor and the general public as is reasonably necessary, and repairs and replacements shall be made promptly by Grantee, leaving such properties in as good as condition as existed immediately prior to excavation.

B. Grantee agrees that for the term of this franchise, it will use its best efforts to maintain

its facilities and equipment in a condition sufficient to meet the current and future energy requirements of Grantor, its inhabitants and industries. While maintaining its facilities and equipment, Grantee shall obtain permits as required by ordinance and shall fix its excavations as required by Grantor's municipal code, except that in emergency situations Grantee shall take such immediate unilateral actions as it determines are necessary to protect the public health, safety, and welfare; in which case, Grantee shall notify Grantor as soon as reasonably possible. Within a reasonable time thereafter, Grantee shall request any permits or authorizations required by Grantor for the actions conducted by Grantee during the emergency situation. Pursuant to Section 13.18.080(C) of the Eagle Municipal Code, as amended, upon meeting the annual permit requirements annually, Grantee shall be exempt from deposit and security bond requirements. Grantor shall review and issue permits to Grantee in accordance with Section 13.18.060 of the Eagle Municipal Code, as amended. Within twenty days of receipt of the permit application, Grantor shall approve or disapprove application. Grantee will provide GIS system maps annually, and upon request.

C. Grantor will give Grantee reasonable notice of plans for street improvements where paving or resurfacing of a permanent nature is involved that affects Grantee's facilities. Likewise, Grantee will give Grantor reasonable notice of plans for facilities that will impact the right-of-way. The notice shall contain the nature and character of the improvements, the rights-of-way upon which the improvements are to be made, the extent of the improvements, and the time when the Grantor or Grantee, as appropriate, will start the work, and, if more than one right-of-way is involved, the order in which the work is to proceed. The notice shall be given as soon as practical in advance of the actual commencement of the other party's work, considering seasonable working conditions, to permit the other party to make any additions, alterations, or repairs to its facilities.

5.03.1000. – Extension of Grantee's facilities.

Upon receipt and acceptance of a valid application for service, Grantee shall, subject to its own economic feasibility criteria as approved by the Colorado Public Utilities Commission make reasonable extensions of its distribution facilities to serve customers located within the current or future corporate limits of Grantor.

5.03.1100. – Relocation of Grantee's facilities.

A. If Grantor elects to change the grade of or otherwise alter any street, alley, avenue, bridge, public right-of-way or public place for a public purpose, unless otherwise reimbursed by federal, state or local legislative act or governmental agency, Grantee, upon reasonable notice from Grantor, shall remove and relocate its facilities or equipment situated in the public rights-of-way, at the sole cost and expense of Grantee.

B. If Grantor orders or requests Grantee to relocate its facilities or equipment for the primary benefit of a commercial or private project, or as a result of the initial request of a commercial or private developer or other non-public entity, and such removal is

necessary to prevent interference, then Grantee shall receive payment for the cost of such relocation from the commercial or private developer or other non-public entity as a precondition to relocating its facilities or equipment.

C. Grantor will consider reasonable alternatives in designing its public works projects and exercising its authority under this section so as not to arbitrarily cause Grantee additional expense. If alternative public right-of-way space is available, Grantor shall also provide a reasonable alternative location for Grantee's facilities. Grantor shall give Grantee written notice of an order or request to vacate a public right-of-way; provided, however, that its receipt of such notice shall not deprive Grantee of its right to operate and maintain its existing facilities in such public right-of way until it (a) if applicable, receives the reasonable cost of relocating the same and (b) obtains a reasonable public right-of-way, dedicated utility easement, or private easement alternative location for such facilities.

5.03.1200. – Confidential information.

Grantor acknowledges that certain information it might request from Grantee pursuant to this Ordinance may be of a proprietary and confidential nature, and that such requests may be subject to the Homeland Security Act or other confidentiality protections under state or federal law. If Grantee requests that any information provided by Grantee to Grantor be kept confidential due to its proprietary or commercial value, Grantor and its employees, agents and representatives shall maintain the confidentiality of such information, to the extent allowed by law. If Grantor is requested or required by legal or administrative process to disclose any such proprietary or confidential information, Grantor shall promptly notify Grantee of such request or requirement so that Grantee may seek an appropriate protective order or other relief.

5.03.1300. – Force majeure.

It shall not be a breach or default under this Ordinance if either party fails to perform its obligations hereunder due to force majeure. Force majeure shall include, but not be limited to, the following: 1) physical events such as acts of God, landslides, lightning, earthquakes, fires, freezing, storms, floods, washouts, explosions, breakage or accident or necessity of repairs to machinery, equipment or distribution or transmission lines; 2) acts of others such as strikes, work-force stoppages, riots, sabotage, insurrections or wars; 3) governmental actions such as necessity for compliance with any court order, law, statute, ordinance, executive order, or regulation promulgated by a governmental authority having jurisdiction; and (4) any other causes, whether of the kind herein enumerated or otherwise not reasonably within the control of the affected party to prevent or overcome. Each party shall make reasonable efforts to avoid force majeure and to resolve such event as promptly as reasonably possible once it occurs in order to resume performance of its obligations hereunder; provided, however, that this provision shall not obligate a party to settle any labor strike.

5.03.1400. – Hold harmless.

Grantee, during the term of this Ordinance, agrees to save harmless Grantor from and against all claims, demands, losses and expenses arising directly out of the negligence of Grantee, its employees or agents, in constructing, operating, and maintaining its distribution and transmission facilities or equipment; provided, however, that Grantee need not save Grantor harmless from claims, demands, losses and expenses arising out of the negligence of Grantor, its employees or agents.

5.03.1500. – Successors and assigns.

Upon written approval of Grantor, which shall not be unreasonably withheld, all rights, privileges and authority granted to Grantee hereunder shall inure to the benefit of Grantee's lessees, successors and assigns, subject to the terms, provisions and conditions herein contained, and, when so approved, all obligations imposed upon Grantee hereunder shall be binding upon Grantee's lessees, successors and assigns.

5.03.1600. – No third-party beneficiaries.

This Ordinance constitutes a franchise agreement between the Grantor and Grantee. No provision of this Ordinance shall inure to the benefit of any third person, including the public at large, so as to constitute any such person as a third party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action for any person not a party hereto.

5.03.1700. – Non-waiver.

Any waiver of any obligation or default under this Ordinance shall not be construed as a waiver of any future defaults, whether of like or different character.

5.03.1800. – Effect and interpretation.

The captions that precede each section of this Ordinance are for convenience and/or reference only and shall not be taken into consideration in the interpretation of any of the provisions of this Ordinance.

Section 2. This Ordinance, when accepted by Grantee as provided below, shall constitute the entire agreement between the Grantor and the Grantee relating to the franchise granted by Grantor hereunder, and the same shall supersede all prior ordinances relating thereto, and any terms and conditions of such prior ordinances or parts of ordinances in conflict herewith are hereby repealed. Ordinance No. 123 of the Town of Eagle, Colorado, is hereby repealed as of the Effective Date hereof.

Section 3. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Council hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one, or part, or parts be declared unconstitutional or invalid.

Section 4. Safety. This Ordinance is deemed necessary for the protection of the public health, safety and welfare.

Section 5. Effective date. Upon final passage and approval of this Ordinance by Grantor, in accordance with applicable laws and regulations, Grantee shall file its acceptance by written instrument, within sixty (60) days of passage by the Town Council, with the Clerk of the Town of Eagle, Colorado. The Clerk of the Town of Eagle, Colorado shall sign and affix the community seal to acknowledge receipt of such acceptance, and return one copy to Grantee. If Grantee does not, within sixty (60) days following passage of this Ordinance, either express in writing its objections to any terms or provisions contained therein, or reject this Ordinance in its entirety, Grantee shall be deemed to have accepted this Ordinance and all of its terms and conditions.

INTRODUCED ON FIRST READING ON JANUARY 12, 2021.

TOWN OF EAGLE, COLORADO

Andy Jessen, Mayor Pro Tem

ATTEST:

Jenny Rakow, Town Clerk

READ, PASSED, ADOPTED AND ORDERED PUBLISHED ON SECOND READING ON FEBRUARY 9, 2021.

Certificate and the attestation of the Town Clerk

I, Jenny Rakow, the duly qualified and acting Town Clerk of the Town of Eagle, Eagle County, Colorado, certify that Ordinance No. 01 Series of 2021, of said Town granting to Black Hills Energy a franchise for the purpose therein mentioned was, introduced and read and passed at the regular meeting of the Town Council of said Town, held on February 9, 2021.

That after said ordinance was passed and adopted by the Town Council of said Town it was presented to Scott Turnipseed, the Mayor of said Town, and was immediately signed by the Mayor and attested by me as Town Clerk under the Seal of the Town.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the Town of Eagle, Eagle County, Colorado on this 10th day of February 2021.

Jenny Rakow, Town Clerk

To: Mayor and Town Council

From: Brandy Reitter, Town Manager
Brian Hall, Special Events Manager

Date: February 9, 2021

Agenda Item: Community Request Grants Review

REQUEST:

Staff is requesting that the Town Council review the final summary of allocations for community request grants.

INTRODUCTION:

Every year the Town Council allocates funding towards the Community Requests Grant program. Applicants are typically local non-profits in Eagle who provide services, programs, and produce small events for the community. In 2021, the Town budgeted $30,000 for community events and $20,000 for community programming. Each year requests exceed the amount available. In total, the community requested equal $73,500. After the introduction to the process on January 26, staff has included the final allocation sheet filled out by each council member.

ANALYSIS:

Historically the Town Council has set aside $5,000 of the budgeted amount for requests that come up throughout the year. These funds are available to allocate during this process or save for later. There are a couple of options for how the Town Council can approach the review of grants:

Option 1 – recommend the amounts in the average column for approval.

Option 2 – recommend a combination of the average column and specific organization amounts.

Option 3 – recommend specific amounts for each organization.

Option 4 – recommend how you want to use the extra $5,000.

COMMUNITY INPUT:

Community input is solicited through the grant process. Grantees also reach out to staff throughout the year and are encouraged to apply.

BUDGET / STAFF IMPACT

There is no impact on the budget. The funds have already been approved. Any allocation above the proposed budget will require approval of the Town Council.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This proposal doesn't align with any strategic objectives but supports the Town Council's approach to support the community.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve one of the options above and determine the use of the $5,000.

ATTACHMENTS:

- 2021 Community Request Fund Final Allocation Summary.

Rating Sheet: Community Funding Applications for 2021 Special Events & Programs			Town Council Total Allocations 2021				2/5/21, 11:30am, BH									
PLEASE DO NOT RE-SORT	Criteria evaluated for a maximum of score 100 points:							TOWN COUNCIL TOTALS								
Event/Program:	Producing Entity:	Propose :	2020 Received	2021 Request	2021 Town Council Allocation			Scott Turnipseed	Andy Jessen	Mikel "Pappy" Kerst	Matt Solomon	Adam Palmer	Ellen Bodenhemier	David Gaboury	Averages	
Community Event Funding Program																
Vail Valley Walk to End Alzheimers	Catie Davis, Alzheimer's Association	Event Production	$0	$2,500				$1,000	750	500	$1,000	$1,000	$1,000	0	$750	
Yoga in the Park	Yoga Off Broadway, Yvonne Schwartz	Event Series Production.	$1,075	$5,000				$1,500	1,000	$1,500	$1,200	$2,000	$3,000	0	$1,457	
Showdown Town 2021	Vail Valley Foundation, Greg Bloom	Event Series Production.	$12,000	$15,000				$15,000	12,000	$14,000	$10,000	$13,000	$13,000	$10,000	$12,429	
TOE July 4th Fireworks	Town of Eagle	Town of Eagle Event Production	$0	$10,000	$10,000			$10,000	10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	
Our Community Table	Friends of Eagle, Alexis Kensingner	Event Production.	500-1000	$1,500				$1,000	1,250	$1,000	$1,500	$1,000	0	$1,000	$964	
Eagle River Clean Up & Community Pride Highway Clean up.	Eagle Watershed Council, Melanie Smith	Event Production.	$500	$1,000				$500	1,000	$500	0	$1,000	$1,000	$1,000	$714	
Eagle 2nd Friday - Artwalk	Jennifer Fillipowski, EagleArts	Event production.	$4,000	$20,000				$1,000	4,000	$5,000	$1,000	$2,000	$2,000	$8,000	$3,286	
							TOTALS	$30,000	$30,000	$32,500	$24,700	$30,000	$30,000	$30,000	$29,600	
	TOTALS:	Community Events Funding Budget		$30,000	$30,000									BUDGET	$30,000	
		Total Requests		$55,000	$10,000									ALLOCATIONS	$29,600	
		Difference		($25,000)	$20,000									RESERVE	$400	
Community Programming Funding Program								Scott Turnipseed	Andy Jessen	Mikel "Pappy" Kerst	Matt Solomon	Adam Palmer	Ellen Bodenhemier	David Gaboury	Averages	
Eagle Air Alliance	Vail Valley Partnership, Chris Romer	On Going Program Support	$4,600	$5,000				$5,000	$5,000	$4,000	$4,500	$0	$2,000	$4,000	$3,500	
Vail Vally Economic Development	Vail Valley Partnership, Chris Romer	On Going Program Support	$4,700	$5,000				$3,000	$4,700	$4,000	0	$5,000	$2,000	0	$2,671	
Vail Valley Lacrosse Club	Vail Valley Lacrosse Club, David Smiley	On Going Program Support	$0	$20,000				0	$500	0	0	0	0	0	$71	
Eagle Chamber of Commerce	Eagle Chamber of Commerce, Mary Ann Morrison	On Going Program Support	$4,250	$6,000				$4,000	$5,000	$5,000	$4,500	0	$2,000	$4,000	$3,500	
Eagle County Historical Society	Eagle County Historical Society, Kathy Heicher	On Going Program Support	$3,425	$2,500				$2,500	2,500	$3,000	$2,000	0	$2,000	$2,000	$2,000	
Eagle Ice Rink	Eagle Valley Skating Association, Andy Clark	On Going Program Support	$3,000	$3,000				$3,000	1,500	$3,000	$2,000	$3,000	$3,000	$3,000	$2,643	
Vail Valley Mountain Trails Alliance	VVMTA, Ernest Saeger	On Going Program Support	$550	$2,500				$1,000	2,000	$550	$500	$2,000	$1,000	$2,000	$1,293	
Bravo, Vail	Bravo Vail, Beth Pantzer	On Going Program Support	$250	$7,000				$1,000	1,000	$250	0	0	$1,000	0	$464	
Walking Mtns - Energy Programs	Walking Mtns, Nikki Maline	On Going Program Support	$900	$5,000				$500		$500	$500	$5,000	$1,000	0	$1,250	
Mountain Tots Pre-School	Meghan Wilson	On Going Program Support	$0	$10,000				0	1,000	$2,000	0	$2,000	$3,000	$5,000	$1,857	
Eagle Valley Land Trust	Eagle Valley Land Trust, Nancy Glass	On Going Program Support	$0	$7,500				0	0	0	0	$3,000	$3,000	0	$857	
Castle Lodge Toy Store	Ron Delp							NA	NA	NA	$1,500	NA	NA	NA	$1,500	
							TOTALS	$20,000.00	$23,200.00	$22,300.00	$15,500.00	$20,000.00	$20,000.00	$20,000.00	$21,607.14	
	TOTALS:	Comm Programming Funding Budget		$20,000	$20,000									BUDGET	$20,000	
		Total 2021 Requests		$73,500	$0									ALLOCATIONS	$21,607	
		Difference		($53,500)	$20,000									RESERVE	-$1,607	

To: Mayor and Town Council

From:

Date: February 9, 2021

Agenda Item: Council Committee Update

REQUEST:

BACKGROUND:

ANALYSIS:

COMMUNITY INPUT:

BUDGET / STAFF IMPACT:

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

RECOMMENDED ACTION OR PROPOSED MOTION:

ATTACHMENTS: None

To: Mayor and Town Council

From:

Date: February 9, 2021

Agenda Item: Future Agenda Items

REQUEST:

BACKGROUND:

ANALYSIS:

COMMUNITY INPUT:

BUDGET / STAFF IMPACT:

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

RECOMMENDED ACTION OR PROPOSED MOTION:

ATTACHMENTS: None