



## **AGENDA**

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order and times of agenda items listed are approximate and intended as a guideline for the Town Council.

**MEETING OF THE MINTURN TOWN COUNCIL**  
**Minturn Town Center 302 Pine Street**  
**Minturn, CO 81645 • (970) 827-5645**

**Wednesday October 7, 2020**

**Meeting to be held IN PERSON AND via Zoom  
Conferencing and call-in.**

**Public welcome to join meeting using the following methods:**

**<https://us02web.zoom.us/j/86267210825>**

**Or join by phone:**

**Dial US: +1 651 372 8299 or +1 301 715 8592**

**Regular Session – 5:30pm**

**MAYOR – John Widerman**  
**MAYOR PRO TEM – Earle Bidez**

**COUNCIL MEMBERS:**

Terry Armistead  
George Brodin  
Brian Eggleton  
Eric Gotthelf  
Gusty Kanakis

When addressing the Council, please state your name and your address for the record prior to providing your comments. Please address the Council as a whole through the Mayor. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

**Regular Session – 5:30pm**

**1. Call to Order**

- Roll Call
- Pledge of Allegiance

**2. Public comments on items which are ON the consent agenda or are otherwise NOT on the agenda as a public hearing or action item. (5-minute time limit per person)**

### 3. Approval of Consent Agenda (5Min)

*A Consent Agenda is contained in this meeting agenda. The consent agenda is designed to assist making the meeting more efficient. Items left on the Consent Agenda may not be discussed when the Consent Agenda comes before the Council. If any Council member wishes to discuss a Consent Agenda item please tell me now and I will remove the item from the Consent Agenda and place it in an appropriate place on the meeting agenda so it can be discussed when that item is taken up by the Board. Do any Council members request removal of a Consent Agenda item?*

- September 16, 2020 Meeting Minutes Pg 4
- Resolution 26 – Series 2020 A Resolution approving an IGA with Eagle County Animal Control Pg 18
- Resolution 27 – Series 2020 A Resolution in support of Eagle River Fire Protection District De-Gallagher Ballot question. Pg 27
- Liquor License – Hotel and Restaurant License annual renewal application: Pizza Pub llc, dba Magustos, Eric Cregon, Owner/Manager 101 Main St. Pg 30

### 4. Approval of Agenda

- Items to be Pulled or Added
- Declaration of Conflicts of Interest

### 5. Special Presentations

- Council Comments/Committee Reports

## COUNCIL DISCUSSION/DIRECTION

6. **Discussion/Direction:** Minturn Halloween – Metteer Pg 34
7. **Discussion/Direction:** Bolts Lake Water Storage Rights Review – Winokur
8. **Discussion/Direction:** Easement Agreement with Colorado Public Energy for the installation of an electric vehicle charging station – Metteer Pg 43

## PUBLIC HEARINGS AND/OR ACTION ITEMS

9. **Public Hearing/Action Item:** Ordinance 10 – Series 2020 (Second Reading) Consideration of an Ordinance for the regulation of outdoor food vendors – Metteer Pg 69
10. **Public Hearing/Action Item:** Ordinance 11 – Series 2020 (Second Reading) Consideration of an Ordinance amending the Town’s nuisance code to align with wildlife protection measures – Metteer Pg 71
11. **Public Hearing/Action Item:** Resolution 28 – Series 2020 A Resolution approving the 2021-23 Minturn Strategic Plan – Metteer Pg 73

- 12. Public Hearing/Action Item:** Council motion to formally accept the FY2021 Preliminary Budget – Brunvand Pg 84

**COUNCIL INFORMATION / UPDATES**

**13. Staff Updates (5 Min)**

- Manager’s Report Pg 182
- Future Agenda Items Pg 184

**MISCELLANEOUS ITEMS**

**14. Future Meeting Dates**

- a) Council Meetings:
- October 21, 2020
  - November 4, 2020
  - November 18, 2020

**15. Other Dates:**

**EXECUTIVE SESSION**

- 16. An Executive Session for the purpose of discussing the Town Manager’s annual review and contract pursuant to Section 24-6-402(4)(f) – Metteer/ Sawyer**

**17. Adjournment**



## OFFICIAL MINUTES

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order and times of agenda items listed are approximate and intended as a guideline for the Town Council.

### MEETING OF THE MINTURN TOWN COUNCIL

Minturn Town Center 302 Pine Street  
Minturn, CO 81645 • (970) 827-5645

Wednesday September 16, 2020

**Meeting to be held via Zoom Conferencing and call-in.  
Public welcome to join meeting using the following methods:**

**Join the online webinar <https://us02web.zoom.us/j/84623343811>  
Or Telephone: +1 651 372 8299 or +1 301 715 8592  
Webinar ID: 846 2334 3811**

**Regular Session – 5:30pm**

**MAYOR – John Widerman  
MAYOR PRO TEM – Earle Bidez**

#### COUNCIL MEMBERS:

Terry Armistead  
George Brodin  
Brian Eggleton  
Eric Gotthelf  
Gusty Kanakis

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645.

**Regular Session – 5:30pm**

#### 1. Call to Order

- Roll Call

The meeting was called to order by Mayor John W. at 5:34pm using the ZOOM on-line meeting format due to the COVID-19 pandemic concerns.

Those present include: Mayor John Widerman, Mayor Pro Tem Earle Bidez and Town Council



members Terry Armistead, Eric Gotthelf, Brian Eggleton, and Gusty Kanakis. Note: George Brodin was excused absent.

Staff present: Town Manager Michelle Metteer, Town Attorney Michael Sawyer, Town Planner Scot Hunn, and Town Treasurer/Town Clerk Jay Brunvand.

- Pledge of Allegiance

**2. Public comments on items which are ON the consent agenda or are otherwise NOT on the agenda as a public hearing or action item. (5-minute time limit per person)**

Ms. Jill Koellhoffer, 436 Taylor Ave, submitted a concern on-line and it has been included as Exhibit A in the Official Minutes.

**3. Approval of Consent Agenda (5Min)**

*A Consent Agenda is contained in this meeting agenda. The consent agenda is designed to assist making the meeting more efficient. Items left on the Consent Agenda may not be discussed when the Consent Agenda comes before the Council. If any Council member wishes to discuss a Consent Agenda item please tell me now and I will remove the item from the Consent Agenda and place it in an appropriate place on the meeting agenda so it can be discussed when that item is taken up by the Board. Do any Council members request removal of a Consent Agenda item?*

- September 2, 2020 Meeting Minutes
- Resolution 25 – Series 2020 A Resolution in support of the Colorado River District’s State Ballot issue 7A

Motion by terry A., second by Brian E., to approve the Consent Agenda for September 16, 2020 as presented. Motion passed 6-0. Note: George Brodin was excused absent.

**4. Approval of Agenda**

- Items to be Pulled or Added

Motion by Gusty K., second by Earle B., to approve the Agenda for September 16, 2020 as presented. Motion passed 6-0. Note: George Brodin was excused absent.

- Declaration of Conflicts of Interest

**5. Special Presentations**

- Council Comments/Committee Reports
  - Water Update

Operational and infrastructure update: Water loss for August came in at 5.7%. Water Meter Replacement is on back order. ERWSD is working on a laptop program that might be able to

read the meters. This would put the installation back on track. Most meters in Town can be accessed in the winter, so we are not restricted by winter once we get the reader solved. The Leak Detection System continues to gather data. No recent leaks have been discovered. The road and platform for a possible new water tank are complete. Soil testing should start on Monday the 14<sup>th</sup>. Work on Well 4 pipeline started Thursday, 10 September. Progress will be updated as things get completed. Water quality testing on MW 3 is ongoing and will influence WTP size and complexity.

**Still Possible this Construction Season:**

- Existing Water Tank Leak Repair.
- Water Plant Security Fence Completion.
- Well 4 Pipeline Maintenance Extension.
- Soil testing for Water Tank Site.

**Completed Items**

- Location and water testing started MW 3.
- Raw water line.
- Leak Detection Installed and operational.
- SUE survey: sub underground survey. Cross Creek Road.
- Cultural survey: Cross Creek Road.
- Water Meters selected and being installed.
- Possible site for new water tank identified.
- Initial road and site work for Tank Soil Testing.
- Road Improvement to Water Tank Farm.
- Water Tank Farm Platform Ground Work for soil testing.

**Next Steps**

- On-going Grant Applications for Tank Design
- Grant Applications for Tank Construction
- Data Interpretation from MW 3 to determine treatment necessary
- New Water Plant Design and System.

The Town has been fiscally prudent by performing much of the water system work, “in house.” This includes leak detection, road and platform creation, pipeline extension, security fence, water meter installation, installation of the raw water line to the bike park, grant searches, etc. This has been a team effort, with the majority of the hands-on physical work being performed by Public Works. Thanks Everyone!!!

Once we arrive at the specific, “PROJECT,” point, like Water Tank Construction, the standard RFQ and RFP processes the Town follows will kick in. Meanwhile, every effort to control costs is being explored and taken when and where it is warranted.

Gusty K. additionally reported that Mr. Brian Sipes moved from Minturn and as a result has resigned from the ERWSD Board of Directors. They are taking applications from those interested and eligible.



Terry A. informed on Oct 3 there will be a final Minturn Concert program consisting of all Minturn musicians to be held at various locations throughout town. Details will be forth coming. Minturn Bike Park hats are available. River access grant update was given. She noted that many homeowners have Quiet Titled the river access adjacent to their properties. She asked Michael S. if the town has any recourse to use the river in light of the Quite Titles? Michael S. updated that his office has reviewed the areas not yet Quiet Titled. The town can move forward with this as it is a public use. For those that currently hold a Quiet Title the public has the right to float the river as long as they do not touch the bottom of the river bed. Moving forward this would preclude fishing but not floating. Earle B. asked if we could ask the current Quiet Title owners if we could contact the owners in an attempt to reach an easement agreement; yes, he will work with Michelle M. to see what our options are and report back.

Earle B. noted how popular the Minturn Bike Park is. He noted Halloween is coming up and asked, how will we handle this in light of the COVID concerns. He requested this be a discussion for the next Agenda. Terry A. noted she had discussed with Cindy K. and the town does not do much, but a resident can allow or not participate. Michael S. stated the town passed an emergence declaration and we should contact the County public health dept to get direction which we could then use to structure our program. Michelle M. said the County will provide direction and recommendations but, because it is an outside event, it can be modulated through social distancing.

Brian E. updated on the Climate Action Collaborative Committee. They are looking at how to move forward with the public transit and how that can be incorporated as a transit authority that would combine county and municipal transit operations. Other discussion included the adoption of building codes. He updated on Radio Free Minturn and how changes they are making could enhance the town's advertising.

Eric G. updated on the ECO Housing Development Board. They are updating the housing and housing needs county wide regarding inventory and price capping.

John W. stated the transit app is up and running to allow users to locate the fastest direct route and cost county wide. This is being tested but is available for use by the community. He held a Minturn Matters which included Tim McGuire of Battle Mountain. He encouraged anyone interested to contact Mr. McGuire to hear plans and updates. Discussion ensued as to the ability and productivity of using Facebook Live to stream Minturn Matters. Michelle M. noted we are working on a Social Media policy.

Discussion ensued as to having one or two public comment sections.

Mr. Michael Cacioppo, Business Briefs, noted this meeting was difficult to get on tonight but was eventually successful. He felt this should be simpler. He felt the public should be able to see who else is on the meeting from the public and felt the Chat function should be utilized. Michelle M. reviewed his concerns and will follow up.

## COUNCIL DISCUSSION/DIRECTION

### 6. **Discussion/Direction:** Minturn Fitness Center Review (30 min) – Metteer

Michelle M. introduced that we are working hard to get the MFC open to the public and noted there is an online reservation system. The next Board meeting is September 23 beginning at 3pm and will be streamed live via ZOOM.

Terry A. stated we have come a long way since the September 2 meeting and the gym has public hours throughout the day, evening, and weekend. There is a \$10 drop-in fee and as we progress the memberships will be reinstated. The goal is to make this an easier facility for the public to access. She asked the council and public to consider what they want in a fitness center and express those desires to her or George B. She noted the bylaws need to be followed and some of them may need to be modified. She addressed the missing equipment concern. They did a site visit at the facility and felt it was a great conversation. Some of the sold equipment will be replaced by the MFC. She noted the Ski Club Vail equipment at the Club House is their equipment, not equipment from the MFC.

Earle B. noted this is very positive. He commented that other school sports teams use the facility and wanted to ensure time equity between the public and the other youth teams from the VSSA. He wanted to ensure costs were equitable as well for the various levels of use. Terry A. stated they are still looking for financial statements. She further discussed the use time equity concerns.

John W. asked if Terry A. was looking for direction or comments specific; no, not at this time. She felt comfortable that she has direction, however, it will take time to implement the full gamut of concerns for the amenity. She stated it could be that the town needs to contribute financially and otherwise to the town amenity.

Brian E. thanked Terry A., George B., and Michelle M. for their efforts. He agreed this is part of the town and we would need to step up on this front. He felt it positive that we have an athletic school that caters to athletes and their necessary training schedules and how the Academy has expanded their athletic capabilities and student needs. Discussion ensued as to the longer-term view and how the town can adapt programing as well.

## PUBLIC HEARINGS AND/OR ACTION ITEMS

### 7. **Public Hearing/Action Item:** Resolution 24 – Series 2020 Consideration of CUP 01-2020 for Burk Harrington Construction and Darin Tucholke (20 min) – Hunn

#### **Pull information from Scot H.'s memo**

Scot H. updated the changes made from comments received at the Sept 2 meeting. The Applicants, Burke Harrington Construction and Darin Tucholke, request review of a new Conditional Use Permit for leased portions of the Union Pacific Railroad (UP) property to

allow for contractor and personal storage, as well as parking generally located approximately .2 miles north of the Turntable Restaurant, east of the Meadow Mountain Business Park and the Eagle River, and just west of the Union Pacific rail line. This is the second hearing with the Town Council to consider this request, following a continuance by the Council at their regular meeting of September 2, 2020. The purpose of the continuance was to provide Council, staff and the Applicants sufficient time to address and consider general issues and questions raised by the Council at their September 2nd hearing with regard to long-term viability of storage and light-industrial “yard” uses on UP property. He stated this is a request for more or less passive inside storage. He noted the conditions proposed for this CUP and how some conditions differ from previously approved CUPs to make them more appropriate and more enforceable.

Terry A. asked if the revised conditions apply to all CUPs in the area or just this one; just this one. Scot H. expressed this will need to be discussed as to the desires of the CUPs and the railyard area in a broader sense moving forward.

Earle B. felt the CUP process was the correct manner to consider these, he expressed concern that we need to discuss the enforcement concerns and the process in general. He expressed concern that we are not requiring business-only use on this request.

Brian E. commented on the positive direction our code enforcement has taken and felt it was visible to see the positive clean up. He felt this revised CUP addresses many of his concerns. He felt the CUP is an attempt to memorialize how a proposal can be managed to be good neighbors to the adjacent properties and expressed a desire for Union Pacific to try to make their private property a better operation in respect to the adjacent neighbors.

Gusty K. asked of the hours change and if that would apply to others in the future and how limiting an operation over the weekend would negatively affect accessing the property just to get a personal item. He felt this might be unduly restrictive.

John W. expressed it was not his intent to inappropriately deny a CUP but felt it does open the broader need for discussion.

Applicants Mr. Burk Harrington and Mr. Darin Tucholke spoke. Mr. Harrington thanked the staff for their time and asked if any had questions. He expressed the history of events and that it was approved by the Planning Commission with no concerns and felt they had met the findings required in the Municipal Code for approval. He felt the six day a week was restrictive and saw the need to enter the property on Sundays, he felt the noise concern was way overblown and noise was not a concern.

Mr. Darin Tucholke expressed their intention to be good neighbors on the property. He expressed the need to access the property as well. He reviewed the actions they are prepared to address once approval is given.

Earle B. asked if the use of the lot would be used for Mr. Tucholke would be using the



area for his towing business; no, he has other leases in the County for that use but he might be using it to store his personal vehicles. He stated much of the lease is for use inside the building. He asked if the previously approved limit to business use only; yes. He expressed storage of RV type vehicles would be stored INSIDE the building not out in the yard.

Terry A. expressed that having the Sunday access would be difficult for staff to police, she felt personal vehicles and access is not the same as commercial use. Scot H. said it is easiest to allow 7 days in the motion to approve.

Michelle M. noted we have done a noise study and all of the noise within the railyard are within the limits of our noise requirements. She agreed with Terry A. that we do not have the bandwidth to restrict Sunday access.

Brian E. felt Sunday was not an issue.

Public Hearing Opened.

Terry A. read an email into the record from Mr. Reed Phillips and is attached as Exhibit B to these Minutes.

Public Comment Closed.

Motion by Gusty K., second by Eric G., to approve Resolution 24 – Series 2020 Consideration of CUP 01-2020 for Burk Harrington Construction and Darin Tucholke as amended to allow operation seven days a week with the following findings. Motion passed 6-0. Note: George Brodin was excused absent.

Necessary Findings:

1. That the proposed location of the use is in accordance with the purposes of this Chapter, the Community Plan and the purposes of the zone in which the site is located.
2. That the proposed location of the use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.
3. That the proposed use will comply with each of the applicable provisions of this Chapter.

**8. Public Hearing/Action Item: Ordinance 10 – Series 2020 (First Reading)  
Consideration of an Ordinance for the regulation of outdoor food vendors –  
Metteer**

Richard P-C. reviewed the Ordinance noting that the previous Ordinance was approved with the requirement of only operating four hours a day, this was in error and is corrected here.

Eric G. asked if we had received any applicants thus far. Michelle M. stated some have expressed desire for 2021.

Brian E. felt this adopted to day long events and is comfortable with the proposed change.

Public Comment Opened.

No Public Comment.

Public Comment Closed.

Motion by Terry A., second by Eric G., to approve Ordinance 10 – Series 2020 (First Reading) Consideration of an Ordinance for the regulation of outdoor food vendors as presented. Motion passed 6-0. Note: George Brodin was excused absent.

9. **Public Hearing/Action Item:** Ordinance 11 – Series 2020 (First Reading) Consideration of an Ordinance amending the Town’s nuisance code to align with wildlife protection measures – Metteer

Richard P-C. updated this is a result of discussion held at the last meeting with direction given to modify how trash containers are stored.

Public Comment Opened.

No Public Comment.

Public Comment Closed.

Brian E. asked how this may impact the discussion to include in our building codes to provide space for trash and recycle. John W. felt this would not have an affect on this.

Motion by Earle B., second by Gusty K., to approve Ordinance 11 – Series 2020 (First Reading) Consideration of an Ordinance amending the Town’s nuisance code to align with wildlife protection measures as amended eliminating duplicate words “and Trash”. Motion passed 6-0. Note: George Brodin was excused absent.

## COUNCIL INFORMATION / UPDATES

### 10. Staff Updates (5 Min)

- Manager’s Report

#### **Minturn Bike Park**

The Minturn Bike Park is open and we’re fortunate enough that a local apparel company, Ski Town All Stars, is putting on a fundraiser for the park by selling new bike park hats that include the park logo. Get yours today at [www.skitownallstars.com](http://www.skitownallstars.com).

#### **Electric Vehicle Charging Station**

Xcel Energy met with staff to review potential EV charging station locations at the Minturn Town Hall. The north eastern corner of the building was chosen for its easy access from Main Street and ability to provide room for two parking stations and the charging port. Work will begin this fall for installation.

### **Memorial Bench Program**

Cindy is putting together a memorial bench program for those who wish to memorialize a loved one with a nice place to sit and plaque to commemorate those who have passed. Locations for bench placement will be available in select areas around town and total cost is expected to be around \$1000 which will include the bench, plaque, engraving, and bench placement.

### **Fishing is Fun Volunteer Opportunities**

The River Access Trail Committee (Jeff Armistead, Lauren Dickie and Greg Sparhawk) are moving forward with the GOCO Fishing is Fun grant that was awarded to Minturn last summer. Jeff Armistead is looking for interested volunteers to help with river access work. If you'd like to take part in a community-friendly event contact Jeff at [jafamilyman@gmail.com](mailto:jafamilyman@gmail.com)

### **Battle Mountain Listening Sessions**

Tim McGuire and the Battle Mountain development team are looking to connect with Minturn residents to solicit feedback for a potential development at the southern end of Minturn. Please contact Tim McGuire at 970-827-4609 to discuss aspects of the projects or amenities you would like to see as part of a PUD proposal.

### **Initial Strategic Plan Update**

Work is underway for updating the Minturn Strategic Plan. Items from the 2018/20 Strategic Plan which have been completed will be removed. Items which have not yet been completed from 2018/20 will be carried over to the 2021/23 Strategic Plan. Mostly, items will be added that continually reflect Minturn's Mission, Vision and True North statements. Here is a quick look at items being considered for addition:

#### **Practice fair, transparent and communicative local government**

- Semi-Annual door hanger notices
- Annual calendar of events
- Online payment options via Town website

#### **Long-term stewardship of the natural beauty and health of Minturn's environment**

- Update Minturn Energy Action Plan
- Expand Minturn's dog waste station program
- Zero-waste Minturn Market by 2023
- Double composting program membership

#### **Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to "keep Minturn Minturn"**

- Reserve fund growth
- Diversify revenue stream
- Minturn Fitness Center



- Town-wide creative arts district

Michelle M. reviewed the initial work on the Strategic Plan and that it will be modified as needed regarding ongoing discussions and that if anyone had concerns or comments, they should contact her directly.

**Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn**

- Dowd to Minturn trail
- Gallagher ballot question
- Little Beach Park upgrades

It was noted the bike park has had 6400 users.

Terry A. requested discussion regarding the use of some of the concert series funds to be attributed to the bike park to include signage, parking lot grading, pay for the port-a-lets.

Direction was given to move the concert series savings to the Parks line item in the Public Works Department to cover the aforementioned costs.

- Sales Tax Update – Brunvand

- Future Agenda Items

Strategic plan at 10/7 meeting

Snow removal committee plan 10/21 meeting

Manager Review at 10/21 mtg

Discussion of Halloween at 10/7

Discussion on Little Beach Park recreation area – at some point in the early fall. Terry A. and George B. would carry this presentation.

Michelle M. stated we should be back in the council room for the October 7 meeting. It will be a combined in person-ZOOM meeting.

**MISCELLANEOUS ITEMS**

**11. Future Meeting Dates**

- a) Council Meetings:
- September 16, 2020
  - October 7, 2020
  - October 21, 2020

**12. Other Dates:**

**EXECUTIVE SESSION**

**13. Executive Session:** An Executive Session for the purpose of conferencing with the Town Attorney for the purpose of receiving legal advice on a specific legal question under CRS Section 24-6-402(4)(b) – Code Enforcement Issues – Sawyer

Motion by Earle B., second by Brian E., to convene in Executive Session for the purpose of conferencing with the Town Attorney for the purpose of receiving legal advice on a specific legal question under CRS Section 24-6-402(4)(b) – Code Enforcement Issues as presented. Motion passed 6-0. Note: George B. was absent excused.

**14. Adjournment**

Motion by Gusty K., second by Earle B., to adjourn the meeting at 8:49pm. Motion passed 6-0. Note: George Brodin was excused absent.

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John Widerman, Mayor

ATTEST:

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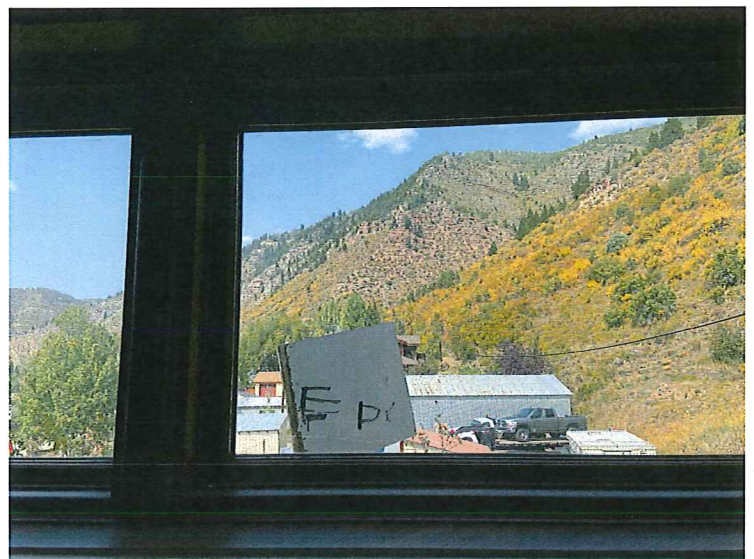
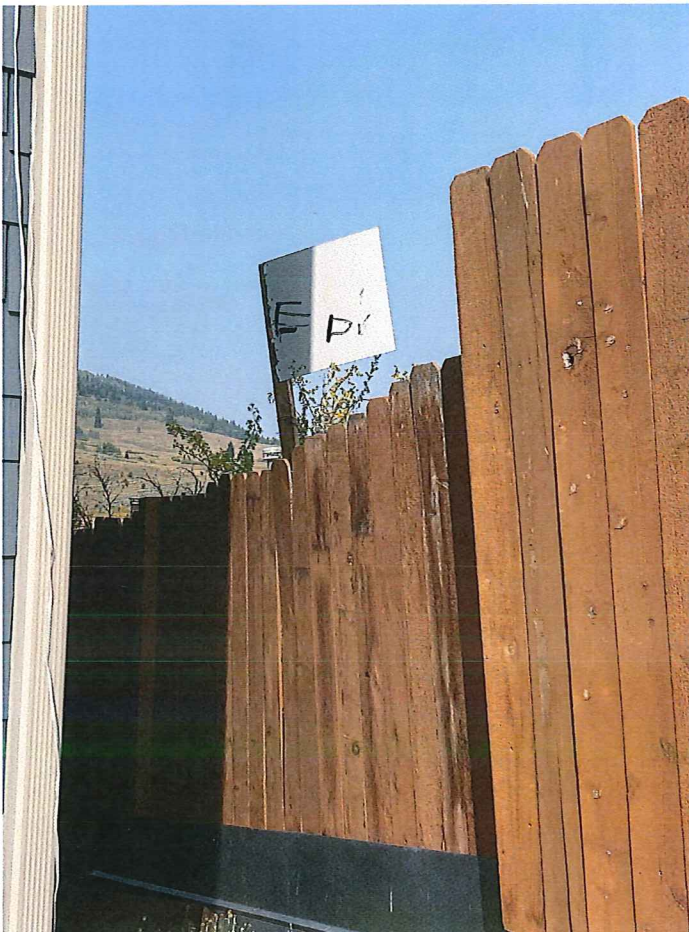
Jay Brunvand, Town Clerk

Dear Town Council Members,

As a long time owner of multiple properties within the town of Minturn, I need to express how horribly frustrating, challenging and confusing this can be. We approached the council earlier in the year about how an oversight within the building department, created a financial hardship for us at one of our properties, and appreciate the council hearing us on that matter. Currently at our personal property at 436 Taylor St, we have had an issue with a neighbor blocking the view from our living room window with a 10' tall post, constructed with poster board. We approached code enforcement on July 21st with a formal complaint since this object sits within a setback and violated height restrictions. I contacted the town again on July 28th as I had heard nothing back. Nothing had progressed so I proceeded to write an email to Michelle on Sept 9th asking if this could be rectified. I received no contact from the town so I once again sent an email to the planning department on Sept 16th. I finally received a letter from the town informing me they planned to do nothing about the obstruction.

So I'm wondering, as a homeowner, who has heavily invested in this town, is this the type of aesthetic that we are looking for? Would anyone on council appreciate looking at trash on stick outside of their window, as opposed to the beautiful views that Minturn has to offer. Again whatever this obstruction is, or is considered to be it still remains within a setback, and it still violates code height restrictions. We are just utterly confused as to why the town finds this acceptable? We know Minturn is expanding, and as we move forward I think it's best to make sure we maintain an adherence to fundamental codes that ensure each resident is allowed to peacefully enjoy their property, and maintain their property values.

Thanks for your time,  
Jill Koellhoffer





Jay Brunvand

To: Michelle Metteer  
Subject: RE: [Minturn CO] Town council review of CUP applications (Sent by reid phillips, reidphillips@hotmail.com)

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>  
Sent: Tuesday, September 15, 2020 9:13 PM  
To: Michelle Metteer <manager@minturn.org>  
Subject: [Minturn CO] Town council review of CUP applications (Sent by reid phillips, reidphillips@hotmail.com)

Hello mmetteer,

reid phillips (reidphillips@hotmail.com) has sent you a message via your contact form ([https://url.emailprotection.link/?bw8V9av86PY8m-sL5hze\\_wBZxJ-cXUr1PeVQYcw5\\_I9jScwaWqh01Gonq9biUg-2Co6r4d40j-7RU554YVsDOrw~~](https://url.emailprotection.link/?bw8V9av86PY8m-sL5hze_wBZxJ-cXUr1PeVQYcw5_I9jScwaWqh01Gonq9biUg-2Co6r4d40j-7RU554YVsDOrw~~)) at Minturn CO.

If you don't want to receive such e-mails, you can change your settings at [https://url.emailprotection.link/?bw8V9av86PY8m-sL5hze\\_wBZxJ-cXUr1PeVQYcw5\\_I9hgj52TEVUo8vl1p2vaOWG-358LliTswU\\_uWnXk0tgKqA~~](https://url.emailprotection.link/?bw8V9av86PY8m-sL5hze_wBZxJ-cXUr1PeVQYcw5_I9hgj52TEVUo8vl1p2vaOWG-358LliTswU_uWnXk0tgKqA~~).

To:  
Message:

Michelle,  
Could you r have the following letter read into the minutes at tomorrow night council meeting regarding the current CUP application review process.

Int  
Thank you,  
Reid

If yo  
Dear Town council and Minturn town staff, I am contacting you regarding the current Conditional Use Permit review process and the ongoing status of the Union Pacific owned PUD in the Minturn railyards.

To:  
We at the Minturn Builders Cooperative are starting our 14 year with UPRR and the town of Minturn. After watching the ZOOM meeting on September 2nd regarding Burke Harrington's CUP application I have a few comments and observations.

Co:  
Some of the general comments tend to group all of the tenants in the PUD as one group that operate the same. This is not correct and does not fairly represent the group as a whole. We as the Minturn Builder Cooperative have the largest lease area with UPRR in the PUD and have always been highly responsive and cooperative with town of Minturn staff. We help set the standards and regulations for the CUP operating agreements 2 years ago and have always worked to maintain our leased areas at the highest level.

Do:  
The other observation is that the tenants are not local residents or citizens. We have local property and business owners as part of our cooperative that have the same rights as anyone on Taylor street. In addition tenant and lease holders by law in the state of Colorado are granted the same protections as property owners.

ZOO  
The comment by some on the ZOOM meeting that these lease holders do not "contibute fiancially" to the communy are completely false and misleading.

So:  
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Last year between are members, we purchased approximately \$35,000 in fuel for our crews from Stop and Save on  
main, our members frequent many dining establishments in town and often purchase goods and service within town of  
Minturn. All member of the Cooperative also have Town of Minturn Business licences. If we do not qualify as economic  
contributors to the town of Minturn, I believe you have many other businesses that fail to qualify as well.

The town staff stating that they are spending an inappropriate amount of time monitoring or dealing with the PUD lease  
area is due to one resident who has publically stated his sole intention is to make the situation untenable for the lease  
holders and town of Minturn by inundating the town staff and council with complaints and voicemails.

The Minturn Builders Cooperative have a valid lease with a private landowner, we have always fully complied with Town  
of minturn rules ad regulations regarding our CUP and maintained a good working relationship with the Eagle county  
sheriff and Town of Minturn code enforcement to maintain a safe and monitored environment that regularly helps  
reduce unathorized use by non lease holders in the PUD.

I hope that as this process evolves Town of Minturn will continue to work with the tenants within the lawfully lease  
private land encompassed by the PUD. I know there are hopes that someday there would be a different use for the PUD,  
but the current owners have the lawful right to operate within the area and collect revenue from their tenants. These  
are the same rights afforded all land owners within Minturn.

We appreciate you time and consideration of our input, we look forward to continuing are ongoing cooperation with the  
Minturn town staff and our neighbors.

Regards,  
Doid Phillips  
President  
Minturn Builders Cooperative



To: Mayor and Council  
From: Jay Brunvand  
Date: May 20, 2020  
Agenda Item: Resolution 26 – Series 2020

---

**REQUEST:**

Consideration of an Intergovernmental Agreement with the Eagle County for animal control services.

**INTRODUCTION:**

Historically the town has contracted with Eagle County for animal control services much the same as most of the municipalities. This Resolution will extend this existing agreement for two years beginning January 1, 2021.

**ANALYSIS:**

This agreement allows the town to provide animal control services without the need to maintain animal facilities and associated expenses.

**COMMUNITY INPUT:**

This is an extension of an existing IGA. The community does utilize this service and the general consensus with the public is that this is a needed service.

**BUDGET / STAFF IMPACT:**

The cost of this agreement is included in the annual budget.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 to practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

This Resolution is approved with the approval of the Consent Agenda.

**ATTACHMENTS:** Resolution 26-2020 and associated IGA.

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 26 – SERIES 2020**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE TOWN OF MINTURN TO SIGN AN INTERGOVERNMENTAL SERVICE AGREEMENT BETWEEN THE EAGLE COUNTY GOVERNMENT AND THE TOWN OF MINTURN CONCERNING ANIMAL CONTROL SERVICES IN THE TOWN OF MINTURN, COLORADO.**

WHEREAS, The Town of Minturn desires Eagle County to provide animal control services on an annual contractual basis; and

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:**

SECTION 1. The Mayor is authorized to sign an agreement, and such other documents as are reasonably necessary, with the Eagle County Government to enter into an agreement to provide animal control services in the Town of Minturn, Colorado.

SECTION 2. This Ordinance shall not take effect until the agreement is signed by the representatives of all the necessary parties thereto.

SECTION 3. If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance; and the Town Council hereby declares it would have passed this ordinance, and each part, section, subsection, sentence, clause or phrase thereof, regardless of the fact that any one or more parts, sections, subsections, sentences, clauses or phrases be declared invalid.

SECTION 4. The Town Council hereby finds, determines and declares that this Ordinance is necessary and proper for the health, safety and welfare of the Town of Minturn and the inhabitants thereof.

SECTION 5. The repeal or the repeal and reenactment of any provisions of the Minturn Municipal Code as provided in this ordinance shall not affect any right which has accrued, any duty imposed, any violation that occurred prior to the effective date hereof, any prosecution commenced, nor any other action or proceeding as commenced under or by virtue of the provision repealed or repealed and reenacted. The repeal of any provision hereby shall not revive any provision or any ordinance previously repealed or superseded unless expressly stated herein.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO THAT THE MAYOR OR HIS DESIGNEE IS**

**AUTHORIZED TO SIGN ON BEHALF OF THE TOWN OF MINTURN ANY AND ALL  
NEGOTIATED DOCUMENTS REQUIRED TO EXECUTE SAID AGREEMENT.**

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this  
7<sup>TH</sup> day of October, 2020.**

TOWN OF MINTURN

By: \_\_\_\_\_  
John Widerman, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



**INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE COUNTY OF EAGLE, STATE OF COLORADO  
AND THE TOWN OF MINTURN  
FOR THE PROVISION OF ANIMAL SERVICES**

This Agreement made this 7<sup>TH</sup> day of October, 2020, by and between the County of Eagle, State of Colorado, a body corporate and politic (the "County") and the Town of Minturn, a municipal corporation (the "Town").

**WITNESSETH**

WHEREAS, the Town desires to contract with the County for the performance of the hereinafter described Services on the terms and conditions hereinafter set forth; and

WHEREAS, the County agrees to perform such Services on the terms and conditions hereinafter set forth; and

WHEREAS, this Intergovernmental Agreement is authorized pursuant to Section 29-1-201 and 30-11-101, Colorado Revised Statutes, as amended, and Article XIV, Section 18, of the Colorado Constitution.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises contained herein, the parties hereto agree hereby as follows:

**SECTION 1. TERRITORY COVERED.**

The Services described herein will be provided within the municipal boundaries of the Town of Minturn.

**SECTION 2. DEFINITIONS.**

“Eagle County Animal Services Officer” is defined as an employee of the County who performs tasks to provide services, among other tasks, described in this agreement.

“Emergency Call” is defined as a situation involving life safety for a person or pet animal which cannot be defused by local law enforcement.

“Emergency On-Call Service” is defined as any Emergency Call received by the County for which Animal Services assistance is required and no Eagle County Animal Services Officer is on duty to respond, as more thoroughly described below.

“Shelter” means the Eagle County Animal Shelter located at 1400 Fairgrounds Road, Eagle, Colorado, and any other shelter facility operated or designated by County.

“Unclaimed Day” is defined as a calendar day or any part thereof during which an unclaimed animal is confined in Shelter on behalf of the Town.

### SECTION 3. SCOPE OF SERVICES.

The County agrees to provide General Animal Services and Emergency On-Call Service (collectively, the “Services”) within the Town of Minturn as follows:

#### A. General Animal Services shall include:

- i. Randomly-scheduled patrols, consisting of inspection tours looking for violations or responding to complaints. The scope of these patrols is to be designed to gain voluntary compliance and uniform administration of the Town of Minturn Animal Ordinance as defined below.
- ii. Administration and enforcement of Title 8 of the Town of Minturn Municipal Code (“Town of Minturn Animal Ordinance”) presently in effect and as may be subsequently amended to apply for the control and licensing of animals within the Town boundaries. The Eagle County Animal Services Officer shall be considered the Animal Control Officer of the Town as defined by Section 7-9-30 of the Town of Minturn Municipal Code.
- iii. The County shall provide the Town with monthly reports and an annual report of services provided pursuant to this Agreement. Such reports shall include, by way of example only, the number of calls for service, number of animals sheltered, number of Unclaimed Days, and number of citations issued, as they apply to the Town of Minturn.
- iv. Animal sheltering services for animals attributable to the Town, of the nature and quality customarily provided at the Shelter. Animals attributable to the Town are animals impounded within the Town of Minturn and animals owned by persons dwelling, permanently or temporarily, in the Town of Minturn.

#### B. Emergency On-Call Services shall include:

- i. Unless otherwise arranged in accordance with Section 3.C of this Agreement, Emergency On-Call Services will be provided outside normal County business hours. In the event that an Eagle County Animal Services Officer is not immediately available to respond to an incident or emergency, the Town of Minturn will provide available personnel to secure the scene and administer control of the situation until the Eagle County Animal Services Officer arrives to resolve said incident.

#### C. After Hours Patrolling

- i. When requested by the Town and approved by the County patrolling will be provided outside of normal County business hours.

#### SECTION 4. OFFICIAL STATUS.

For the purpose of performing the Services and functions set forth in this agreement, Eagle County Animal Services shall enforce, as the Town's agent, the Town of Minturn Animal Ordinances relating to animal control and licensing now in effect and as amended.

#### SECTION 5. EQUIPMENT.

The County shall furnish and supply, at its sole expense, all necessary labor, supervision, equipment, motor vehicles, office space, and operating and office supplies necessary to provide the services to be rendered hereunder.

#### SECTION 6. COMPENSATION.

- A. The Town of Minturn agrees to pay the County, monthly, at the following amounts:
  - a. January 1, 2021 through December 31, 2021: \$784.00/month
  - b. January 1, 2022 through December 31, 2023: \$808.00/month
- B. The Town of Minturn agrees to pay the County on or before the fifteenth day of each month for all Services rendered the previous month.
- C. All fees and expenses recovered at or for the Shelter will remain with the County.
- D. All court fines and costs will remain with the court of venue.

#### SECTION 7. PERSONNEL.

- A. The Eagle County Animal Services Officer shall have full cooperation from the Town of Minturn, its public works, its police officers and/or their respective officers, agents, and employees, so as to facilitate the performance of this Agreement.
- B. The rendition of Services provided for herein, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of personnel so employed, shall remain in the County.
- C. All persons employed in the performance of such Services for the Town of Minturn, pursuant to this agreement, shall be County employees, except for Town personnel used to secure the scene as described in Section 3.

#### SECTION 8. LIABILITY AND INSURANCE.

- A. The County and the Town shall respectively provide its own general liability and public officials' errors and omissions insurance coverage for claims arising from this Agreement. Further, the County and the Town, respectively as named insureds, shall include the other



respective party, its officers, employees, and agents, as additional insureds under the named insured's insurance policies. The named insured's insurance shall be primary and non-contributory as respects any covered claim against an additional insured arising out of the premises or operations of the named insured. The parties agree that a claim arising out of the County's enforcement of the Town's ordinance in accordance with the terms of this Agreement shall constitute an operation of the Town for purposes of the County's additional insured status under the Town's insurance. A certificate of insurance consistent with the foregoing requirement is attached hereto as Exhibit A. This provision shall survive expiration or termination of this Agreement.

- B. Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to either party, its officials, employees, contractors' or agents, or any other person acting on behalf of either party and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1 of the Colorado Revised Statutes. This paragraph shall survive termination of this Agreement.

#### SECTION 9. TERM AND TERMINATION.

- A. This Agreement is effective January 1, 2021, and shall end at 11:59 p.m. on the 31st day of December, 2023. Either party shall have the right to terminate this agreement with or without cause at any time by giving the other party thirty (30) days' prior written notice of termination. Upon termination, the County shall be entitled to compensation for services performed prior to such termination (calculated by prorating the monthly rate for the number of days the County performed Services), and both parties shall thereafter be relieved of any and all duties and obligations under this Agreement.
- B. Obligations of the Town of Minturn and the County, respectively, after the current fiscal year, are contingent upon funds for the purpose set forth in this Agreement being appropriated, budgeted and otherwise made available.

#### SECTION 10. GENERAL PROVISIONS.

- A. Notices. All notices, requests, consents, approvals, written instructions, reports or other communication by the Town of Minturn and the County, under this Agreement, shall be in writing and shall be deemed to have been given or served, if delivered or if mailed by certified mail, postage prepaid or hand delivered to the parties as follows:

Town of Minturn:  
Town Manager  
P.O. Box 390  
Minturn, CO 81645

County of Eagle:  
Eagle County Attorney  
P.O. Box 850  
Eagle, CO 81631

Either party may change the address to which notices, requests, consents, approvals, written instructions, reports or other communications are to be given by a notice of change of address given in the manner set forth in this paragraph A.

- B. This Agreement does not and shall not be deemed to confer upon or grant to any third party any right to claim damages or to bring any lawsuit, action or other proceedings against either the Town or the County because of any breach hereof or because of any terms, covenants, agreements or conditions contained herein.
- C. No modification or waiver of this Agreement or of any covenant, condition, or provision herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.
- D. This written Agreement embodies the whole agreement between the parties hereto and there are no inducements, promises, terms, conditions, or obligations made or entered into either by the County or the Town other than those contained herein.
- E. This Agreement shall be binding upon the respective parties hereto, their successors or assigns and may not be assigned by anyone without the prior written consent of the other respective party hereto.
- F. All agreements and covenants herein are severable, and in the event that any of them shall be held invalid by a court of competent jurisdiction, this Agreement shall be interpreted as if such invalid Agreement or covenant were not contained herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

COUNTY OF EAGLE, STATE OF  
COLORADO, By and Through Its BOARD  
OF COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Kathy Chandler-Henry , Chair

Attest:  
By: \_\_\_\_\_  
Regina O'Brien, Clerk to the Board

TOWN OF MINTURN

By: \_\_\_\_\_  
Mayor

Attest:  
By: \_\_\_\_\_  
Town Clerk



To: Mayor and Council  
From: Jay Brunvand  
Date: May 20, 2020  
Agenda Item: Resolution 27 – Series 2020

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**REQUEST:**

Consideration of support for Eagle River Fire Protection District De-Gallagher Ballot Question.

**INTRODUCTION:**

Similar to TABOR, municipalities and special districts are beginning to pursue asking their voters to allow them to De-Gallagher. The Gallagher amendment was a revenue limiting amendment to the constitution passed in 1982. This amendment limits the growth residential assessments can increase based on the balance between taxes collected on Residential and Commercial properties. In recent years this amendment has begun to significantly reduce residential property assessments. This is also a statewide ballot question in November.

**ANALYSIS:**

N/A

**COMMUNITY INPUT:**

N/A

**BUDGET / STAFF IMPACT:**

N/A

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 to practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

This Resolution is approved with the approval of the Consent Agenda.

**ATTACHMENTS:** Resolution 27-2020



**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 27 – SERIES 2020**

**A RESOLUTION OF SUPPORT FOR THE  
EAGLE RIVER FIRE PROTECTION DISTRICT BALLOT ISSUE A  
TO STABILIZE PROPERTY TAX REVENUE**

**WHEREAS**, an amendment to the Colorado Constitution known as the “Gallagher Amendment” coupled with another provision of the Colorado Constitution known as “TABOR” impacts the property tax revenue the voters have authorized all special districts and municipalities to assess and collect, because it requires the State to adjust the “residential assessment rate” used to calculate taxes owed based upon a set formula; and

**WHEREAS**, previous adjustments required by the Gallagher Amendment have reduced the residential property tax rate from 21% to 7.15%, resulting in significant reductions in residential property tax revenue to the Eagle River Fire Protection District (“Eagle River Fire”) necessary to provide fire, emergency medical and other emergency services, including wildfire response; and

**WHEREAS**, the Gallagher Amendment Repeal and Property Tax Assessment Rates Measure (the “Gallagher Amendment Repeal Measure”) will appear as Amendment B on the state ballot in the November 3, 2020 general election, as set forth in Senate Concurrent Resolution 20-001, which would freeze property tax assessment rates at the current rates of 7.15% for residential property and 29% for non-residential property; and

**WHEREAS**, if the Gallagher Amendment Repeal Measure does not pass, the Residential Assessment Rate is anticipated to drop from 7.15% to 5.88% in 2021, which would result in a substantial decrease in residential property tax revenue to be received by Eagle River Fire; and

**WHEREAS**, if the Gallagher Amendment Repeal Measure does not pass, Eagle River Fire will be required to cut spending on essential emergency services, which will decrease Eagle River Fire’s ability to provide lifesaving services to the community; and

**WHEREAS**, instead of reducing Eagle River Fire’s services, the Eagle River Fire’s voters can authorize it, without increasing net tax revenues, to adjust its mill levy rate to offset any future reductions to the residential assessment rate required by the Gallagher Amendment and thereby stabilize its revenue; and

**WHEREAS**, the Eagle River Fire’s Board of Directors has determined that the public interest and necessity require that Eagle River Fire place before the voters Ballot Issue A to allow Eagle River Fire to adjust its general operating mill levy rate in future years to offset the Gallagher Amendment revenue reductions, to allow it to provide fire, emergency medical and other emergency services, including wildfire response; and



**WHEREAS**, Town of Minturn adheres to the Colorado Fair Campaign Practices Act, which expressly authorizes local governments to adopt and distribute in normal fashion a Resolution regarding any ballot issue of import to that local government.

**NOW, THEREFORE**, be it resolved by the Town Council of the Town of Minturn as follows:

1. **Support for Ballot Issue A.** The [District or Town] does express its **strongest possible support** for the Eagle River Fire Protection District Ballot Issue A authorizing it to adjust its mill levy rate to stabilize tax collections, as will be placed before the voters for a November 3, 2020 decision.

2. **Public Necessity.** The [District or Town] further confirms that protecting the Eagle River Fire Protection District against the adverse impact of the Gallagher Amendment is vitally important and necessary to enhancing and continuing to support the health, safety and welfare of all current and future residents and property owners within the Eagle River Fire Protection District.

3. **Public Support.** The [District or Town] urges electors of the Eagle River Fire Protection District to join in its support by **VOTING YES** on the Eagle River Fire Protection District Ballot Issue A at the November 3, 2020 election.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this 7<sup>th</sup> day of October, 2020.**

**TOWN OF MINTURN**

By: \_\_\_\_\_  
**John Widerman, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jay Brunvand, Town Clerk**



To: Mayor and Council

From: Jay Brunvand

Date: October 7, 2020

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

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**REQUEST:**

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for the Pizza Pub LLC, dba Magustos located at 101 Main St.

**INTRODUCTION:**

This establishment has an existing H&R License and this is the annual renewal.

**ANALYSIS:**

Not Applicable

**COMMUNITY INPUT:**

Not Applicable

**BUDGET / STAFF IMPACT:**

The applicant has submitted the required fee of \$125.00.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

This item is approved on the Consent Agenda, no separate motion is required.

**ATTACHMENTS:**

- Application and supporting documentation for the license renewal.

**MAGUSTOS PIZZA & BURGER PUB**  
**PO BOX 1043**  
**Minturn CO 81645**

Fees Due		
Renewal Fee		500.00
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

## Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name <b>PIZZA PUB LLC</b>		Doing Business As Name (DBA) <b>MAGUSTOS PIZZA &amp; BURGER PUB</b>		
Liquor License # <b>03-12271</b>	License Type <b>Hotel &amp; Restaurant</b>	Sales Tax License # <b>313431350000</b>	Expiration Date <b>10/27/2020</b>	Due Date <b>09/12/2020</b>
Business Address <b>101 MAIN STREET Minturn CO 81645</b>				Phone Number <b>9708275450</b>
Mailing Address <b>PO BOX 1043 Minturn CO 81645</b>			Email <b>CREGONBUS@GMAIL.COM</b>	
Operating Manager <b>ERIC CREGON</b>	Date of Birth <b>10/07/70</b>	Home Address <b>957 B</b>		Phone Number <b>(970) 3900561</b>
1. Do you have legal possession of the premises at the street address above? <input checked="" type="radio"/> Yes <input type="radio"/> No Are the premises owned or rented? Owned <input type="radio"/> Rented* <input checked="" type="radio"/> *If rented, expiration date of lease <b>10/29/30</b>				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. Yes <input type="radio"/> No <input checked="" type="radio"/>				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes <input type="radio"/> No <input checked="" type="radio"/>				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes <input type="radio"/> No <input checked="" type="radio"/>				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. Yes <input type="radio"/> No <input checked="" type="radio"/>				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes <input type="radio"/> No <input checked="" type="radio"/>				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes <input type="radio"/> No <input checked="" type="radio"/>				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes <input type="radio"/> No <input checked="" type="radio"/>				

<b>Affirmation &amp; Consent</b>		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
<i>ERIC CREVO</i>	<i>owner</i>	
Signature	Date	
<i>[Signature]</i>	<i>9/14/20</i>	
<b>Report &amp; Approval of City or County Licensing Authority</b>		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
<b>Therefore this application is approved.</b>		
Local Licensing Authority For	Date	
<i>Town of Montezuma</i>		
Signature	Title	Attest

*approval rec. 9/14/20*

*[Handwritten initials]*



TOWN OF MINTURN  
P.O. Box 309 (302 Pine Street)  
Minturn, Colorado 81645-0309  
970-827-5645 Fax: 970-827-4049  
treasurer@minturn.org

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**FROM THE DESK OF  
JAY BRUNVAND, TREASURER/FINANCE**

**MEMORANDUM**

To: Mike Sawyer, Attorney  
Scott Peterson, ECSO/Minturn  
CC:  
Date: 9/30/20 8:50 AM  
RE: Liquor License

Attached please find a copy of a Hotel and Restaurant Liquor License renewal application for Pizza Pub llc, dba Magustos, Eric Cregon, owner/manager, located at 101 Main St. I have reviewed the application and conducted an onsite inspection which resulted in no issues. I am forwarding it on to you for further review and your report. Note, Magustos was cited for serving under age by the State of Colorado on November 19, 2019. The establishment was sanctioned with a 10day suspension, five days held in abeyance for one year and fined \$457.98 in lieu of being closed for the original 5days. I will be recommending approval on the Consent Agenda to Council at the September 2, 2020 Council Meeting. I have all the leases and corporate filings required if you so desire to review those as well.

Please let me know if you have any questions or concerns, which I may be able to answer.

Thanks, jay



To: Mayor and Council  
From: Michelle Metteer  
Date: October 7, 2020  
Agenda Item: Minturn Halloween

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**REQUEST:** In light of COVID-19, consider the best strategy for the Town of Minturn Halloween which is a non-sanctioned event held every year on October 30<sup>th</sup>.

**INTRODUCTION:**

Halloween is typically a festive time of year in Minturn. Fall and Halloween decorations abound, parties and fundraisers are scheduled and the night of October 30<sup>th</sup> the kids run the streets collecting candy – it’s all very social. However, this year has been anything but social and with folks being encouraged to isolate and wear masks, supporting such a densely-populated event, during a world-wide pandemic, seems ill-advised.

**ANALYSIS:**

Throughout COVID-19 Minturn has relied heavily on the guidance and expertise of the Eagle County Public Health Department. Minturn has followed all of the recommendations as they have been implemented at the county level and worked hard to remain consistent with other municipalities in Eagle County to relay a uniform message regarding public health.

Although this is not a town-sanctioned event, residents and guest will be looking to the Town of Minturn for guidance and recommendations. Heath Harmon, Eagle County Public Health is anticipated to join the conversation to answer questions by the Council and public on how best to approach this year’s event in the healthiest/safest way possible.

**COMMUNITY INPUT:** Significant input from residents and business owners needed.

**BUDGET / STAFF IMPACT:** Minimal

**STRATEGIC PLAN ALIGNMENT:**

Practice fair, transparent and communicative local government

Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

**RECOMMENDED ACTION OR PROPOSED MOTION:** Provide direction to staff on public messaging recommendations and guidance for the 2020 Minturn Halloween. Consider the low-risk Halloween activities as outlined by the Centers for Disease Control (CDC).

**ATTACHMENTS:** CDC Halloween guidelines and recommendations

# Coronavirus Disease 2019 (COVID-19)

MENU >



## Holiday Celebrations Holidays

Updated Sept. 21, 2020

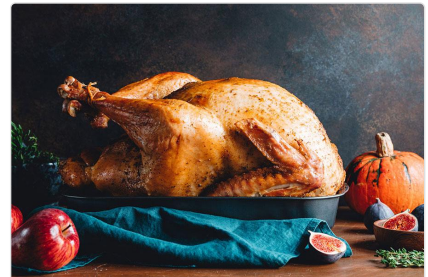
[Print](#)



Halloween



Día de los Muertos



Thanksgiving

As many people in the United States begin to plan for fall and winter holiday celebrations, CDC offers the following considerations to help protect individuals, their families, friends, and communities from COVID-19. These considerations are meant to supplement—not replace—any [state](#), [local](#), [territorial](#), or [tribal](#) health and safety laws, rules, and regulations with which holiday gatherings must comply. When planning to host a holiday celebration, you should assess current COVID-19 levels in your community to determine whether to postpone, cancel, or limit the number of attendees.

## Virus spread risk at holiday celebrations

Celebrating virtually or with members of your own household pose low risk for spread. In-person gatherings pose varying levels of risk. Event organizers and attendees should consider the risk of virus spread based on event size and use of mitigation strategies, as outlined in the [Considerations for Events and Gatherings](#). There are several factors that contribute to the risk of getting infected or infecting others with the virus that causes COVID-19 at a holiday celebration. In combination, these factors will create various amounts of risk, so it is important to consider them individually and together:

- **Community levels of COVID-19** – Higher levels of COVID-19 cases and community spread in the gathering location, as well as where attendees are coming from, increase the risk of infection and spread among attendees. Family and friends should consider the number and rate of COVID-19 cases in their community and in the community where they plan to celebrate when considering whether to host or attend a holiday celebration. Information on the number of cases in an area can be found on the area's [health department](#) website.
- **The location of the gathering** – Indoor gatherings generally pose more risk than outdoor gatherings. Indoor gatherings with poor ventilation pose more risk than those with good ventilation, such as those with open windows or doors.
- **The duration of the gathering** – Gatherings that last longer pose more risk than shorter gatherings.
- **The number of people at the gathering** – Gatherings with more people pose more risk than gatherings with fewer people. CDC does not have a limit or recommend a specific number of attendees for gatherings. The size of a holiday



gathering should be determined based on the ability to reduce or limit contact between attendees, the risk of spread between attendees, and [state, local, territorial, or tribal](#) health and safety laws, rules, and regulations.

- **The locations attendees are traveling from** – Gatherings with attendees who are traveling from different places pose a higher risk than gatherings with attendees who live in the same area. Higher levels of COVID-19 cases and community spread in the gathering location, or where attendees are coming from, increase the risk of infection and spread among attendees.
- **The behaviors of attendees prior to the gathering** – Gatherings with attendees who are not adhering to social distancing (staying at least 6 feet apart), mask wearing, hand washing, and other prevention behaviors pose more risk than gatherings with attendees who are engaging in these preventative behaviors.
- **The behaviors of attendees during the gathering** – Gatherings with more preventive measures, such as mask wearing, social distancing, and hand washing, in place pose less risk than gatherings where fewer or no preventive measures are being implemented.

## People who should not attend in-person holiday celebrations

### People with or exposed to COVID-19

Do not host or participate in any in-person festivities, if you or anyone in your household

- Has been diagnosed with COVID-19 and has [not met the criteria for when it is safe to be around others](#)
- Has [symptoms of COVID-19](#)
- Is waiting for COVID-19 [viral test](#) results
- May have been [exposed to someone with COVID-19 in the last 14 days](#)
- Is at increased risk of severe illness from COVID-19

### People at increased risk for severe illness

If you are at [increased risk of severe illness](#) from COVID-19, or live or work with someone at increased risk of severe illness, you should

- Avoid in-person gatherings with people who do not live in your household.
- Avoid larger gatherings and consider attending activities that pose lower risk (as described throughout this page) if you decide to attend an in-person gathering with people who do not live in your household.

## General considerations for fall and winter holidays

[Fall and winter celebrations](#), such as Rosh Hashanah, Yom Kippur, Halloween, Día de los Muertos, Navratri, Diwali, Thanksgiving, Día de la Virgen de Guadalupe, Hanukkah, Kwanzaa, Christmas, and New Year's, typically include large gatherings of families and friends, crowded parties, and travel that may put people at increased risk for COVID-19.

## Before you celebrate

### Hosting a holiday gathering

If you will be hosting a celebration, follow [CDC tips for hosting gatherings](#). Below are some additional considerations for hosting a holiday celebration:

- Host outdoor activities rather than indoor activities as much as possible. If hosting an outdoor event is not possible, and you choose to host an indoor event, avoid crowded, poorly ventilated, or fully enclosed indoor spaces.
  - Increase ventilation by opening windows and doors to the extent that is safe and feasible based on the weather.
- Host activities with only people from your local area as much as possible.
- Limit numbers of attendees as much as possible.
- Provide updated information to your guests about any COVID-19 safety guidelines and steps in place to prevent the spread of the virus.



- Provide or encourage attendees to bring supplies to help you and others stay healthy. For example, extra [masks](#) (do not share or swap with others), hand sanitizer that contains at least 60% alcohol, and tissues.
- If you are planning in-person holiday gatherings with people outside of your household, consider asking all guests to strictly avoid contact with people outside of their households for 14 days before the gathering.

## Attending a holiday gathering

If you will be attending a celebration that someone else is hosting, follow [CDC Considerations for attending an event or gathering](#). Below are some additional considerations for attending an in-person holiday gathering:

- Outdoor activities are safer than indoor activities. If participating in an outdoor event is not possible, and you choose to attend an indoor event, avoid crowded, poorly ventilated, and fully enclosed indoor spaces. Increase ventilation by opening windows and doors to the extent that is safe and feasible based on the weather.
- Check with the event host, organizer, or event venue for updated information about any COVID-19 safety guidelines and if they [have steps in place](#) to prevent the spread of the virus.
- Bring supplies to help you and others stay healthy. For example, bring extra [masks](#) (do not share or swap with others), hand sanitizer that contains at least 60% alcohol, and tissues.
- If you are planning to attend in-person holiday gatherings with people outside of your household, consider strictly avoiding contact with people outside of your household for 14 days before the gathering.

## Holiday travel

Traveling increases the chance of getting and spreading COVID-19. Staying home is the best way to protect yourself and others. Use information from the following webpages to decide whether to go on holiday travel:

- [Travel During the COVID-19 Pandemic](#)
- [Know Your Travel Risk](#)
- [Know When to Delay Your Travel to Avoid Spreading COVID-19](#)

If you decide to travel, follow these safety measures during your trip to [protect yourself and others](#) from COVID-19:

- Wear a [mask](#) to keep your nose and mouth covered when in public places.
- Avoid close contact by [staying at least 6 feet apart](#) (about 2 arms' length) from anyone who is not from your household.
- [Wash your hands](#) often with soap and water for at least 20 seconds or use hand sanitizer (with at least 60% alcohol).
- Avoid contact with anyone who is sick.
- Avoid touching your eyes, nose, and mouth.

### Get your flu vaccine

Gatherings can contribute to the spread of other infectious diseases. Getting a [flu vaccine](#) is an essential part of protecting your health and your family's health this season. September and October are good times to get vaccinated. However, flu vaccines are still useful any time during the flu season and can often be accessed into January or later.

## During the celebration

Follow these tips to reduce your risk of being exposed to, getting, or spreading COVID-19 during the celebration:

### Social distance and limit close contact

- [Maintain a distance](#) of at least 6 feet or more from people you don't live with. Be particularly mindful in areas where it may be harder to keep this distance, such as restrooms and eating areas.
- Avoid using restroom facilities at high traffic times, such as at the end of a public event.
- Avoid busy eating areas, such as restaurants during high volume mealtimes, if you plan to [eat out at a restaurant](#).

- Minimize gestures that promote close contact. For example, do not shake hands, elbow bump, or give hugs. Instead wave and verbally greet others.

## Wear masks

- Wear a [mask](#) at all times when around people who don't live in your household to reduce the risk of spreading the virus.
- Avoid singing, chanting, or shouting, especially when not wearing a mask and within 6 feet of others.

### Do not use costume masks in place of cloth masks

- Do not use a costume mask (such as for Halloween) as a substitute for a cloth [mask](#) unless it is made of two or more layers of breathable fabric that covers your mouth and nose and doesn't leave gaps around your face.
- Do not wear a costume mask over a cloth mask because it can be dangerous if the costume mask makes it hard to breathe. Instead, consider using a Halloween-themed cloth mask.

## Limit contact with commonly touched surfaces or shared items

- [Clean and disinfect](#) commonly touched surfaces and any shared items between use when feasible. Use [EPA-approved disinfectants](#) [🔗](#).
- Use touchless garbage cans if available. Use gloves when removing garbage bags or handling and disposing of trash. [Wash hands](#) after removing gloves.

## Wash hands

- [Wash your hands](#) often with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.

## Keep safe around food and drinks

Currently, there is no evidence to suggest that handling food or eating is associated with directly spreading COVID-19. It is possible that a person can get COVID-19 by touching a surface or object, including food, food packaging, or utensils that have the virus on it and then touching their own mouth, nose, or possibly their eyes. However, this is not thought to be the main way that the virus is spread. Remember, it is always important to follow good hygiene to reduce the risk of illness from common foodborne germs.



- Make sure everyone washes their hands with soap and water for 20 seconds before and after preparing, serving, and eating food. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Instead of potluck-style gatherings, encourage guests to bring food and drinks for themselves and for members of their own household only.
- Limit people going in and out of the areas where food is being prepared or handled, such as in the kitchen or around the grill, if possible.
- Wear a [mask](#) while preparing or serving food to others who don't live in your household.
- If serving any food, consider having one person serve all the food so that multiple people are not handling the serving utensils.
- Use single-use options or identify one person to serve sharable items, like salad dressings, food containers, plates and utensils, and condiments.
- Avoid any self-serve food or drink options, such as buffets or buffet-style potlucks, salad bars, and condiment or drink stations. Use grab-and-go meal options, if available.
- If you choose to use any items that are reusable (e.g., seating covers, tablecloths, linen napkins), wash [and disinfect](#) them after the event.
- Look for healthy food and beverage options, such as fruits and vegetables, lean proteins, whole grains, and low or no-calorie beverages, at holiday gatherings to help maintain good health.


## After the celebration

If you participated in [higher risk activities](#) or think that you may have been exposed during your celebration, take extra precautions (in addition the ones listed above) for 14 days after the event to protect others:

- [Stay home](#) as much as possible.
- Avoid being around people at [increased risk for severe illness from COVID-19](#).
- Consider getting [tested](#) for COVID-19.

If you develop [symptoms consistent with COVID-19](#), such as fever, cough, or shortness of breath, or if you [test positive for COVID-19](#), immediately contact the host and others that attended the event or celebration that you attended. They may need to inform other attendees about their possible exposure to the virus. Contact your health care provider and follow the CDC-recommended steps for [what to do if you become sick](#), and follow the [public health recommendations for community-related exposure](#).

If you are waiting for your COVID-19 test results, stay home until you have a result, and [follow](#)  [CDC's guidance](#)  to help stop the spread of COVID-19.

If you have been diagnosed with COVID-19, a [public health worker may contact you](#) to check on your health and ask you who you have been in contact with and where you've spent time in order to identify and provide support to people (contacts) who may have been infected. Your information will be confidential. Learn more about [what to expect with contact tracing](#) .

If you are notified that you were a close contact of someone who tested positive for COVID-19

- [Stay home for 14 days](#) from the last time you had contact with that person.
- Monitor for [symptoms](#) of coronavirus.
- [Get information](#) about COVID-19 testing [if you feel sick](#).

## Fall holiday celebrations

[Rosh Hashanah, Yom Kippur, Halloween, Día de Los Muertos, Navratri, Diwali, and Thanksgiving](#) will likely need to be different this fall to prevent the spread of the virus that causes COVID-19. Avoid activities that are higher risk for spread. Consider fun alternatives that pose lower risk of spreading the virus that causes COVID-19.

## Halloween

Many traditional Halloween activities can be high-risk for spreading viruses. There are several safer, alternative ways to participate in Halloween. If you may have COVID-19 or you may have been exposed to someone with COVID-19, you should not participate in in-person Halloween festivities and should not give out candy to trick-or-treaters.

### Lower risk activities

These lower risk activities can be safe alternatives:

- Carving or decorating pumpkins with members of your household and displaying them
- Carving or decorating pumpkins outside, at a safe distance, with neighbors or friends
- Decorating your house, apartment, or living space
- Doing a Halloween scavenger hunt where children are given lists of Halloween-themed things to look for while they walk outdoors from house to house admiring Halloween decorations at a distance
- Having a virtual Halloween costume contest
- Having a Halloween movie night with people you live with
- Having a scavenger hunt-style trick-or-treat search with your household members in or around your home rather than going house to house

## Moderate risk activities

- Participating in one-way trick-or-treating where individually wrapped goodie bags are lined up for families to grab and go while continuing to social distance (such as at the end of a driveway or at the edge of a yard)
  - If you are preparing goodie bags, [wash your hands](#) with soap and water for at least 20 second before and after preparing the bags.
- Having a small group, outdoor, open-air costume parade where people are distanced more than 6 feet apart
- Attending a costume party held outdoors where protective masks are used and people can remain more than 6 feet apart
  - A costume mask (such as for Halloween) is not a substitute for a cloth mask. A costume mask should not be used unless it is made of two or more layers of breathable fabric that covers the mouth and nose and doesn't leave gaps around the face.
  - Do not wear a costume mask over a protective cloth mask because it can be dangerous if the costume mask makes it hard to breathe. Instead, consider using a Halloween-themed cloth mask.
- Going to an open-air, one-way, walk-through haunted forest where appropriate mask use is enforced, and people can remain more than 6 feet apart
  - If screaming will likely occur, greater distancing is advised. The greater the distance, the lower the risk of spreading a respiratory virus.
- Visiting pumpkin patches or orchards where people use hand sanitizer before touching pumpkins or picking apples, wearing masks is encouraged or enforced, and people are able to maintain social distancing
- Having an outdoor Halloween movie night with local family friends with people spaced at least 6 feet apart
  - If screaming will likely occur, greater distancing is advised. The greater the distance, the lower the risk of spreading a respiratory virus.
  - Lower your risk by following CDC's recommendations on [hosting gatherings or cook-outs](#).

## Higher risk activities

Avoid these higher risk activities to help prevent the spread of the virus that causes COVID-19:

- Participating in traditional trick-or-treating where treats are handed to children who go door to door
- Having trunk-or-treat where treats are handed out from trunks of cars lined up in large parking lots
- Attending crowded costume parties held indoors
- Going to an indoor haunted house where people may be crowded together and screaming
- Going on hayrides or tractor rides with people who are not in your household
- Using [alcohol or drugs](#), which can cloud judgement and increase risky behaviors
- Traveling to a [rural](#) fall festival that is not in your community if you live in an area with community spread of COVID-19

## Día de los Muertos

Many traditional activities can put you at higher risk for exposure to COVID-19. There are several safer, alternative ways to celebrate Día de los Muertos. If you may have COVID-19 or you may have been exposed to someone with COVID-19, you should not participate in in-person Día de los Muertos festivities.

## Lower risk activities

These lower risk activities can be safe alternatives:

- Preparing traditional family recipes for family and neighbors, especially those at [higher risk of severe illness from COVID-19](#), and delivering them in a way that doesn't involve contact with others
- Playing music in your home that your deceased loved ones enjoyed
- Making and decorating masks or making an altar for the deceased



- Setting out pillows and blankets in your home for the deceased
- Joining a virtual get-together celebration

## Moderate risk activities

- Having a small group outdoor, open-air parade where people are distanced more than 6 feet apart
- Visiting and decorating graves of loved ones with household members only and keeping more than 6 feet away from others who may be in the area
- Hosting or attending a small dinner with local family and friends outdoors where people are distanced more than 6 feet apart
  - Lower your risk by following CDC's recommendations on [hosting gatherings or cook-outs](#).

## Higher risk activities

Avoid these higher risk activities to help prevent the spread of the virus that causes COVID-19:

- Attending large indoor celebrations with singing or chanting
- Participating in crowded indoor gatherings or events
- Having a large dinner party with people from different households coming from different geographic locations
- Using alcohol or drugs, which can cloud judgement and increase risky behaviors

# Thanksgiving

Thanksgiving is a time when many families travel long distances to celebrate together. [Travel](#) increases the chance of getting and spreading the virus that causes COVID-19. Staying home is the best way to protect yourself and others. If you must travel, be informed of the [risks involved](#).

## Lower risk activities

- Having a small [dinner](#) with only people who live in your household
- Preparing traditional family recipes for family and neighbors, especially those at higher risk of severe illness from COVID-19, and delivering them in a way that doesn't involve contact with others
- Having a virtual dinner and sharing recipes with friends and family
- Shopping online rather than in person on the day after Thanksgiving or the next Monday
- Watching sports events, parades, and movies from home

## Moderate risk activities

- Having a small outdoor [dinner](#) with family and friends who live in your community
  - Lower your risk by following CDC's recommendations on [hosting gatherings or cook-outs](#).
- Visiting pumpkin patches or orchards where people use hand sanitizer before touching pumpkins or picking apples, wearing masks is encouraged or enforced, and people are able to maintain social distancing
- Attending a small outdoor sports events with safety precautions in place

## Higher risk activities

Avoid these higher risk activities to help prevent the spread of the virus that causes COVID-19:

- Going shopping in crowded stores just before, on, or after Thanksgiving

- Participating or being a spectator at a crowded race
- Attending crowded parades
- Using [alcohol or drugs](#), which can cloud judgement and increase risky behaviors
- Attending large indoor gatherings with people from outside of your household

## More Information

[Stress and Coping](#)

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[Travel During the COVID-19 Pandemic](#)

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[Know Your Travel Risk](#)

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[Know When to Delay Your Travel to Avoid Spreading COVID-19](#)

Last Updated Sept. 21, 2020



To: Mayor and Council  
From: Michelle Metteer  
Date: October 7, 2020  
Agenda Item: Electric Vehicle Charging Station

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**REQUEST:** Approve or deny the updated Xcel Energy Agreement for an Electric Vehicle Charging Station.

**INTRODUCTION:**

Minturn originally accepted an Electric Vehicle Charging Station grant with the understanding there would be no out-of-pocket costs required of the Town. Since the original acceptance of the grant, several new costs have been brought to light. In order to install the charging station a new single-phase transformer must be installed at an approximate, unbudgeted cost, of \$6600. Also, in the installation contract, in the event of frost there can be an additional, cost of \$450 a day for a ground-thawing machine as well as additional costs per linear foot.

Additionally, after accepting the grant the Town was informed that Shop & Hop plans to install a free electric vehicle charging station at their location (less than a block away).

**ANALYSIS:**

Given the additional costs associated with the electric vehicle charging station, combined with the new information of a free station being installed so close by, staff is seeking direction from Council on the viability of the project and need to spend unbudgeted funds on a project which could be considered duplicative.

**COMMUNITY INPUT:** Needed

**BUDGET / STAFF IMPACT:** Minimum \$6600

**STRATEGIC PLAN ALIGNMENT:**

Practice fair, transparent and communicative local government

Long-term stewardship of the natural beauty and health of Minturn's environment

Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

**RECOMMENDED ACTION OR PROPOSED MOTION:** Approve or deny as Council deems appropriate.

**ATTACHMENTS:** Xcel Energy Electric Vehicle Information packet

Account No. XX-9464800-X  
Job No. 11962086  
302 PINE ST UNIT EV  
Job Address CHRG  
MINTURN, CO 81645-5137



Public Service Company of Colorado  
1123 WEST 3RD AVENUE  
Denver, CO 80223

September 18, 2020

Dear Town Of Minturn,

Thank you for choosing Xcel Energy to be your energy provider. We appreciate your business, and our goal is to deliver you reliable service at an affordable price.

**This letter contains important information about your requested service. Please read all details below as well as any accompanying information and respond accordingly to ensure your project is completed accurately and timely.**

This letter relates to your request for

- New Electric Distribution

Your portion of the cost of this project is **\$6,623.99**. A hard copy invoice will be sent to you via U.S. Mail Postal Service in the coming days. Please see the attached payment options document for more instructions. Upon receipt of payment and other required documentation as noted below, your project will be scheduled and you will be notified of the scheduled date. If paying by check, please note the account number identified at the top of this letter on your check to ensure accurate and timely payment processing.

Below is a list of additional documentation that you will need to review, sign, and return to the Xcel Energy Designer by email or U.S. Postal Service to their address listed at the bottom of the letter. Please retain a copy of all documentation for your records.

- **Documents to be returned to Xcel Energy:**
  - On-Site Distribution Extension Agreement
  - Frost Agreement
  - Thaw Agreement
  - Contingency List
  - Concurrence Drawings
  
- **Additional enclosures:**
  - Payment Options

If you have any questions about the enclosures or about your specific job, please contact **Holly Selchert** at **303-571-3152** and reference your account number and/or job number above.

We look forward to being your energy provider.

Sincerely,  
Holly Selchert  
Designer\*2nd 6 months  
1123 WEST 3RD AVENUE  
Denver, CO 80223  
Xcel Energy  
Holly.M.Selchert@xcelenergy.com



## Customer Payment Options

Xcel Energy offers seven payment options to pay for your construction project. Please select the payment options that work best for you.

### Payment options listed in order of quickest processing

#### **MyAccount/eBill™**

Register at [xcelenergy.com](http://xcelenergy.com) to make a payment from your checking account. You can also enroll in eBill and an email will let you know your bill is ready to view at the MyAccount site in place of receiving a mailed paper bill statement. MyAccount also provides a convenient list of your bill statement and payment history and retains your banking information for future use. Each additional account number will have to be added to your list of managed accounts within MyAccount.

#### **Pay by Phone**

Make payment from your checking or savings account at no charge by using our automated phone system. Please call us at 800.895.4999.

#### **Credit/Debit Card Payment (Not available in TX)**

To pay by phone, call our payment processing partner, BillMatrix, at 888.747.1523.  
To pay online, visit [xcelenergy.com](http://xcelenergy.com) and click on the link to BillMatrix.

*Please note the current fees along with payment information:*

- *Personal credit card = There is a \$2.90 per transaction charge. Payments accepted for up to \$1,000 in one transaction for personal credit card.*
- *Commercial credit card = There is a \$29.95 per transaction charge. Payments accepted for up to \$75,000 - with the corresponding fees in \$3,000 increments. (i.e. 25 \$3,000 payments @ \$29.95 = \$748.75 fee)*

*All credit card types allow a maximum 25 credit/debit card payments in a 30 consecutive day period, per Xcel Energy account, per credit/debit card.*

#### **Overnight Payment Delivery Options**

Send your payment and remittance stub including **account number (written on the memo line of your check)** via FedEx, UPS or USPS overnight delivery to:

Xcel Energy Attn: Remittance Processing  
414 Nicollet Mall, 3<sup>rd</sup> Floor  
Minneapolis, MN 55401-1993  
Overnight delivery contact phone number: 612.330.5593.

The following alternate zip-codes are also valid:  
Minneapolis, MN 55401-1927  
Minneapolis, MN 55401-4993

### ***In-Person Pay Stations***

Pay in-person at a location near you by visiting [xcelenergy.com](http://xcelenergy.com) for pay station locations. **Please include the account number on the memo line of your check.**

*Please note:* A \$1.50 transaction fee applies.

### ***Pay by U.S Postal Service***

When sending payment by U.S. mail, **please include the account number on the memo line of your check.** Do not combine this payment with any other Xcel Energy bill payments. Mail check payments to:

Xcel Energy  
P.O. Box 9477  
Minneapolis, MN 55484-9477

### ***Electronic Funds Transfer (EFT) (Only available to business)***

The Electronic Funds Transfer (EFT) payment process allows business customers to pay via Corporate Trade Exchange (CTX) formatted Automated Clearing House (ACH) (also referred to as EDI-820), the ability to electronically remit payment. The payments to Xcel Energy's bank accounts are initiated by the customer through a series of steps linked to the billing system. The CTX addenda records included with the funds transfer allow the posting of the payments to occur electronically to the account numbers provided by the customer. To obtain Xcel Energy's EFT bank account numbers and to provide transfer confirmation, please email [CustReceive@xcelenergy.com](mailto:CustReceive@xcelenergy.com).

### **Helpful hints to ensure accurate and timely processing of your payment:**

- For all payment options, please have your account number available and note on any payment documentation.
- The hard copy invoice will be sent to you via U.S mail in the coming days. If you would like an electronic copy of our invoice prior to receiving the hard copy, please contact your Designer who is identified in the attached letter.
- In order to apply payment to the correct account and avoid unnecessary delays, please make separate payments for each individual project or invoice.
- Please note that depending on payment selection, it may take up to a few days to process your payment.



### CONTINGENCY LIST

<b>*CUSTOMER:</b>	TOWN OF MINTURN
<b>ADDRESS:</b>	302 PINE ST UNIT EV CHR
<b>CITY:</b>	MINTURN
<b>DESIGN NO:</b>	968510
<b>SN:</b>	11962086

**SIGNATURE\*\*** \_\_\_\_\_

**DATE:** \_\_\_\_\_



**\* Confidential Information**

**\*\* Customer is to return copy of signed document to your Xcel Energy Representative**

Public Service Company of Colorado d/b/a Xcel Energy (the “Company”) has completed the engineering design and cost estimate for your electric and/or gas distribution request. The Company will install the facilities as shown in the attached engineering sketch(es), when all contractual obligations and customer-supplied conditions are met. The specified conditions listed below were used to determine the most effective design to meet your request. If, for any reason this design does not meet your request as intended, please review with the Company’s Engineering personnel. Engineering will discuss any possible revision and will expedite any necessary revised costs in order to meet your schedule as planned. (Please be aware that additional estimates may be subject to re-engineering charges.) The Company looks forward to completing the installation of these facilities for you and providing for any future needs you may have.

1. Disclaimer. Company shall not be responsible for the repair or replacement costs resulting from damage to items that are not marked prior to Company’s commencement of construction.
2. Construction Obligations. To the extent applicable, Customer shall confirm to Company, and Company shall certify, that the following construction obligations have been met prior to Company commencing construction on the project.
  - ❖ Customer must install curb and gutter prior to installation of electric and/or gas distribution facilities.
  - ❖ When construction consists of five (5) sites or fewer, all sites must be ready. For projects with more than five (5) sites, approximately fifty (50) percent of the sites must be ready.
  - ❖ As determined by Company, required property pins, necessary curve points, easements, proposed structures, and facility equipment locations must be staked and visible in the field.
  - ❖  If checked, Customer has agreed to install sleeves at crossings (electric construction only).
  - ❖ Water line, sewer lines septic systems, leach fields, and any other underground obstruction must be staked, flagged, and installed prior to Company gas and/or electric construction.
  - ❖ Transformers, switch cabinet locations, pedestals, gas regulator stations, meter installations, and other surface mounted equipment must be exact final grade. All other street/easements/service lateral routes must be within plus or minus six (6) inches of final grade.
  - ❖ Pouring/paving of driveways and landscaping must be delayed until after installation of facilities (services excluded).
  - ❖ Where existing slopes prohibit trenching, Customer must provide temporary grade for trenching equipment.
  - ❖ Construction route must be clear of all obstructions.
    - Construction material must be cleared from route.
    - Temporary trailers, buildings, and other obstacles must be moved.
    - Company will trim/clear trees along the construction route. Subject to Company’s approval, if Customer elects to trim/clear the trees on Customer’s own property, \_\_\_\_\_ will be deducted.
  - ❖ All roof drains must be directed away from Company equipment in a manner that prevents damage or settling of facilities, or both.
  - ❖ If transformers, switch cabinets, or gas meters require bumper protection, Customer must install protection at Customer’s sole cost. Customer must contact design engineer for bumper protection clearance requirements.
  - ❖ If Customer knows or suspects contaminants are present on the property where Company may be working, Customer must disclose its knowledge or suspicion to Company prior to Company commencing construction. If there are known contaminants on the subject property, Customer/developer/owner must remove the contaminants to any impacted soils or groundwater prior to Company commencing construction. If, prior to or

during Company construction, contaminants are encountered that were previously unknown, all work will be stopped until Customer remediates the site to ensure Company's crews are working in non-contaminated soils and that all facilities are located upon or buried in non-contaminated soils. The Company may, in its sole discretion, agree to other appropriate alternatives to these remediation requirements that are protective of worker and public safety and that protect the Company from incurring environmental liabilities.

- ❖ The Customer/developer/owner shall comply with all applicable federal, state, and local laws, regulations, and ordinances ("Environmental Laws") regarding environmental contamination, including without limitation any Environmental Laws pertaining to soil and/or debris excavated from the property that is contaminated with hazardous substances, hazardous or solid wastes, petroleum, or other similar regulated materials. Company shall not be liable or responsible for environmental conditions at or near the Project site, and Customer shall be responsible for environmental conditions and costs of properly managing any impacted media including, but not limited to, soils or groundwater. The Customer/developer/owner shall be responsible for any additional costs arising out of pre-existing contamination on the property, including but not limited to: (a) Company exacerbating pre-existing conditions; and/or (b) Company's adoption of greater or different procedures for utility installation than its standard business practice when dealing with clean, uncontaminated soils.
- ❖ Customer will be responsible for replacing existing sod, shrubs, trees, etc., and for repairing existing paving, at no cost to Company.
- ❖ Customer must ensure that all Company facilities meet all local setback and zoning requirements, and remain accessible at all times for routine maintenance purposes.
- ❖ All areas of the door sides of transformers and/or switch cabinets must remain clear of obstructions for ten (10) feet minimum distance at all times for maintenance purposes.
- ❖ With regard to meters and service laterals:
  - The permanent address must be attached to the building before the permanent meter will be set.
  - Multiple unit structures must have each meter housing and fuel line, as applicable, permanently identified before the meter will be set.
  - Multiple unit structures with banked metering require separate trenches for any Customer-owned facilities.
  - No Customer-owned facilities will be allowed in any easement granted by the property owner to Company.
  - Customer is responsible to provide required clearances for all electric and gas metering equipment in accordance with the Xcel Energy Standard for Electric Installation and Use and applicable laws, regulations, and standards as determined by the Company.
  - Company will install all residential underground electric services in accordance with Company's Electric Extension Standards.
  - All commercial electric underground services, complete to transformer, pedestal, or terminal pole shall be installed, owned, and maintained by Customer in accordance with Company's Electric Extension Standards.
  - Adequate conduit under concrete, decks, and other obstructions shall be the responsibility of Customer.
  - Overhead to underground conversion of meters and risers, including all wiring and building repairs, shall be at Customer's cost.
  - Company will install all gas services.
  - If checked, Customer must provide a concrete pad for gas meter support at no cost to Company.

Meter Pad Dimensions:      long X      wide X      thick.

3. Permit Obligations. The Agreement and all Associated Agreements are contingent upon acquisition of the following permits and/or approvals:

- Town Permit
- County Permit
- State Highway Crossing Permit
- Railroad Crossing Permit
- Bureau of Land Management (BLM) Approval
- Grading and Drainage Permit
- Water Board Crossing
- Special Permit
- Corps of Engineer's Permit
- Other [Please specify.]





4. Trench Compaction Requirements. Company is required to provide the following trench specifications:

- Wheel Compaction            feet of trench
- 85% Standard Proctor Compaction            feet of trench
- 95% Standard Proctor Compaction            feet of trench
- 95% Modified Proctor Compaction 70 feet of trench
- Bore            feet of trench



September 18, 2020

TOWN OF MINTURN  
PO Box 309  
Minturn, CO 81645

RE: Frost Installation Conditions

Due to the possibility that ground frost conditions may exist during installation of your distribution facilities and if applicable, service laterals, it is necessary that Xcel Energy inform you of our policy regarding installation in frozen ground.

If frost conditions deeper than six inches (6") are encountered, additional costs will be charged at a cost of \$2.20 per linear foot. Also, if "select" backfill is required, Xcel Energy will charge an additional amount based on actual costs.

Charges for trenching in frost will be billed after the job has been completed; therefore, you may want to have a representative present during the trenching operation to confirm the frost depth.

If you prefer to avoid frost charges by waiting until frost depth is six inches (6") or less, you must notify me at the time of your application, otherwise please complete and return the attached Frost Agreement.

If you have any questions or comments, please call me at the number listed below.

Sincerely,

Holly Selchert  
Xcel Energy Designer

Mailing address: Xcel Energy  
1123 WEST 3RD AVENUE  
Denver, CO 80223

**FROST AGREEMENT**  
**For Installation of Gas and/or Electric Distribution and Service Laterals**

TOWN OF MINTURN, hereinafter referred to as “Customer”, having entered into an agreement with Public Service Company of Colorado, a Colorado corporation, d/b/a Xcel Energy to install gas and/or electric facilities into its project known as MTN/SELC/MINT/302 PINE ST/EVSI-EDU M, located at (service address) 302 PINE ST UNIT EV CHRG, MINTURN further agrees that if ground frost conditions deeper than six (6”) are encountered at the time of installation of the Gas and/or Electric Distribution and if applicable, Service Laterals, “Customer” hereby authorizes Xcel Energy to install the above facilities and to pay the actual additional non-refundable frost charges. By signing this Agreement, “Customer” requests to proceed with the installation regardless of frost conditions and such installation will be done with the actual frost charges billed by Xcel Energy and paid by the “Customer”. These charges are in addition to any previous extension charges and are not refundable. Such charges are due and payable within thirty (30) days after the billing.

Should the decision be made to defer installation until there is six inches (6”) or less frost in the ground, rescheduling of installation will be done with consideration made for previously scheduled installations. Notification of the approximate date of installation will be given by Xcel Energy as soon as practicable after frost conditions have ceased.

If this Frost Agreement includes Service Laterals for this project, please list addresses or lot and block numbers that are covered by this Agreement.

CUSTOMER

\*By \_\_\_\_\_

Date: \_\_\_\_\_



(Type or Print Name and Title of Signer)

Mailing Address: PO Box 309  
Minturn, CO, 81645

XCEL ENERGY REPRESENTATIVE  
Holly Selchert  
Xcel Energy Designer

Mailing address: Xcel Energy

1123 WEST 3RD AVENUE  
Denver, CO 80223

\_\_\_\_\_  
Xcel Energy Representative

Date September 18, 2020

**ON-SITE DISTRIBUTION EXTENSION AGREEMENT (ELECTRIC)**

This On-Site Distribution Extension Agreement (the “Agreement”), is dated as of September 25, 2020 (“Contract Origination Date”), by and between Public Service Company of Colorado, a Colorado corporation, d/b/a Xcel Energy (the “Company”) and TOWN OF MINTURN (the “Applicant”). Applicant and Company are hereinafter sometimes referred to individually as a “Party” and collectively as the “Parties.” This Agreement is subject to the Company’s Electric Service Distribution Extension Policy (the “Policy”) within Company’s electric tariff (the “Tariff”) and to the entirety of Company’s Tariff, as amended from time to time, and such Policy and Tariff are each incorporated herein by reference. The Policy and Tariff are available for inspection at the Colorado Public Utilities Commission and on Company’s website. Any capitalized term in this Agreement that is not expressly defined herein shall have the meaning set forth in the Policy or Tariff.

**This Agreement sets forth the terms and conditions for the design, construction, installation, and payment for the On-Site Distribution Extension (as defined herein), including without limitation the calculation of the Construction Payment to be paid by Applicant. Subject to the exceptions set forth herein and in the Policy and Tariff, the cost responsibility of the Applicant will be based upon, as applicable: (1) standardized per lot costs of constructing and installing the facilities necessary to adequately supply service to single family and townhome lots requested by Applicant (average of sixty (60) feet or less frontage); and (2) Company’s estimate of the cost of constructing and installing other facilities necessary to adequately supply the On-Site Distribution Extension (including but not limited to single family and townhome lots more than an average of sixty (60) feet frontage, non-standard load and construction requirements, and commercial facilities), less a Construction Allowance. The Construction Payment shall be non-refundable as of the date that construction commences.**

List of Exhibits	Included
Contingency List	Yes
Cost Estimate Worksheet	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Frost and Ground Thawing Agreement	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1. Service. Applicant has requested and Company has agreed that Company will design, construct, and install the necessary On-Site Distribution Extension to provide electric service to serve 302 PINE ST UNIT EV CHR9 in the City or Town of MINTURN in the County of EAGLE in the State of Colorado (“Service”).

Such Service will have the following characteristics:

Category	Applicability
Type of Service	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Indeterminate <input type="checkbox"/> Temporary
Network Service	<input type="checkbox"/> Network <input checked="" type="checkbox"/> Non-Network
Voltage (choose one or both)	<input checked="" type="checkbox"/> Primary Voltage <input type="checkbox"/> Secondary Voltage
Overhead/Underground (choose one or both)	<input type="checkbox"/> Overhead <input checked="" type="checkbox"/> Underground
Phase (choose one)	<input checked="" type="checkbox"/> Single-Phase <input type="checkbox"/> Three-Phase <input type="checkbox"/> Combination Single- and Three-Phase



Category	Applicability
Additional Characteristics (choose any as applicable)	<input checked="" type="checkbox"/> Electric Vehicle Charging Station(s)
	<input type="checkbox"/> High Density Load
	<input type="checkbox"/> Street Lighting
	<input type="checkbox"/> Solar
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

The Parties acknowledge that, if Service includes the provision of Street Lighting, such Service is also subject to, without limitation, the requirements of the Street Lighting Extension Policy.

2. Service Class of Applicant. Applicant [ is /  is not] a Governmental Entity. In accordance with the Policy and the Tariff, the Applicant shall accept Service under the following Service Class(es):

SERVICE CLASS	APPLICABILITY
<b>RESIDENTIAL</b>	
Schedules R, RE-TOU	<input type="checkbox"/>
Schedules RD, RD-TDR	<input type="checkbox"/>
<b>COMMERCIAL/INDUSTRIAL</b>	
Schedules C, NMTR	<input type="checkbox"/>
Schedules SGL, SG, SST, STOU, SPVTOU, SG-CPP	<input checked="" type="checkbox"/>
Schedules PG, PST, PTOU, PG-CPP	<input type="checkbox"/>
<b>STREET LIGHTING</b>	
Schedule TSL MSL, MI	<input type="checkbox"/>
Schedule RAL, CAL, PLL, SL, SSL, SLU	<input type="checkbox"/>
Schedule COL, ESL	<input type="checkbox"/>

3. Associated Agreements. Except as expressly set forth in this Agreement, this Agreement does not encompass any engineering design, facilities, costs, or payments that may be specified in the associated Off-Site Distribution Line Extension Agreement, the Residential Service Lateral Agreement, or the Commercial Service Lateral Agreement that may be entered into by the Parties and that are associated with the provisions of Service hereunder (collectively, the “Associated Agreements”). The Parties acknowledge that such additional engineering design, facilities, costs, or payments specified in the Associated Agreements may be necessary to fully effectuate the provision of Service contemplated herein, and the engineering design, facilities, costs, and payments with respect to those Associated Agreements will be calculated and contracted for separately from this Agreement.
4. Engineering Design of On-Site Distribution Extension. To the extent applicable, Applicant has submitted to Company an approved final plat of the subdivision contemplated hereunder, which subdivision has been approved by the local government entity with authority to approve the final plat. Based on the information provided by Applicant, Company has completed an engineering design and cost estimate to construct and install the facilities necessary to adequately supply the requested On-Site Distribution Extension. The facilities described below do not encompass any engineering design or facilities identified in the Associated Agreements. Company’s engineering design for the On-Site Distribution Extension includes the following:

Category	Project-Specific Information
<b>APPLICANT-PROVIDED INFORMATION*</b>	
Number of Single-Family or Townhome Lots with an average of sixty (60) feet or less of frontage (Standardized Lots)	0

Category	Project-Specific Information
Number of lots/facilities with non-standard load and construction requirements (e.g., commercial facilities, single-family or townhome lots with an average of more than sixty (60) feet of frontage, three-phase service, extensions exceeding three hundred twenty (320) amps, compaction, and/or boring, etc.) (Non-Standard Lots)	0
Number of Street Lights (if any)	0
Point of Interconnection between Off-Site Distribution Line Extension facilities and On-Site Distribution Extension facilities (if applicable)	single phase primary line runs in the alley in the ROW; new looped XFMR to be spliced in.
<b>ADDITIONAL CIRCUMSTANCES**</b>	
Distribution Reinforcements (if any)	
Excess Facilities (if any)	
ATO/MTO Dual Feeder Service (if any)	
Other Considerations/Special Items (if any)	
* Details for each individual single-family or townhome lot contemplated under this Agreement, including individual lot frontage widths, and for any non-standard project elements, may be provided in the Cost Estimate Worksheet.	
** Additional considerations for the following special circumstances, including cost calculation requirements, are set forth in the Policy and Tariff: Distribution Reinforcements; Excess Facilities; and provision of ATO/MTO Dual Feeder Service. Such additional circumstances may require execution of additional ancillary agreements.	

Applicant acknowledges that, in the event that other utilities or facilities will be installed jointly with the On-Site Distribution Extension, Applicant shall arrange for the installation of and payment for any such facilities with the local telephone company, the local cable television company, or any other utility company, as applicable.

5. Construction Obligations. Applicant shall comply with all Construction Obligations, as those obligations are set forth in the Contingency List. The Agreement and all Associated Agreements are contingent upon acquisition of all required permits and approvals, as those permits and approvals are set forth in the Contingency List.
  
6. Estimated Construction Cost.
  - a. In General. The estimated cost of all facilities necessary to construct and install the On-Site Distribution Extension is calculated in accordance with the Policy and the Tariff (the “Estimated Construction Cost”). The Estimated Construction Cost may include, without limitation, the estimated cost of all materials, labor, rights-of-way, trench and backfill in non-rock conditions or in known rock conditions, permitting, and tree trimming, together with all incidental and overhead expenses connected therewith. “Trench and backfill in rock conditions” shall include any construction activities that require the use of special construction techniques or special equipment.
  
  - b. Special Provisions for Reinforcement. Where Distribution Reinforcement is required for serving an existing customer’s electric service from Company, Company shall make such Distribution Reinforcement as follows:
    - i. for a Residential or Small Commercial Customer that receives service under a rate schedule which is not based on Kilowatt Demand, relating to the Customer's total load requirements, other than a High Density Load, Company may make such Reinforcements at its expense.

- ii. For all applicants that receive service under a rate schedule which is based on Kilowatt Demand other than a High Density Load, such Distribution Reinforcement shall be an Off-Site Distribution Line Extension where the Construction Costs shall include the Company’s cost to reinforce the system necessary to serve Applicant’s total load and the Construction Allowance shall be based on the difference between the Applicant’s current maximum Demand over the previous twelve (12) months and Company’s estimate of Applicant’s projected total load.
  - iii. Where Distribution Reinforcement is required to serve a High Density Load Customer that in whole or in part with another High Density Load Customer causes system capacity to be exceeded or Company’s facilities to be overloaded, the Customer shall be required to pay Company the necessary costs for the upgrade or Reinforcement needed to correct the condition.
  - iv. Where Distribution Reinforcement is required for serving new applicants for electric service from Company, Company may make such Reinforcement as part of a new On-Site Distribution Extension or Off-Site Distribution Line Extension where the Estimated Construction Cost shall include Company’s cost to reinforce the system as well as new Distribution Extension Facilities necessary to serve Applicant’s total load and the Construction Allowance and Off-Site Distribution Line Extension Credit if applicable shall be applicable to the total Estimated Construction Cost.
  - v. For conversion from single-phase to three-phase service and all other classes of service with Kilowatt Demand based distribution portion Construction Allowances, any required Reinforcement shall generally recognize the Construction Cost, Construction Allowance, and Off-Site Distribution Line Extension Credit if applicable for the applicant’s additional load and applicant’s Construction Payment provisions of the Policy in accordance with individual agreements between the applicant and Company based upon the amount, character, and permanency of the load. For purposes of this section, all Reinforcement for land development shall be considered non-residential and the land developer shall be responsible for Reinforcement costs.
- c. Special cost calculation considerations affecting the total Estimated Construction Cost, including for any Reinforcement, Excess Facilities, ATO/MTO Dual Feeders, and Uneconomic Extensions may be included in the Cost Estimate Worksheet, and additional terms and conditions are provided in the Policy and the Tariff.

Line	Category	Addendum Needed?	Estimated Cost
1	Standardized Per Lot Construction Costs (0 x \$2,511.00)		\$ 0.00
2	Cost Estimate Worksheet for Non-Standard Lot Construction	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	\$11,663.99
<b>3</b>	<b>ESTIMATED CONSTRUCTION COST (Sum of Lines 1 &amp; 2)</b>		<b>\$11,663.99</b>

7. Calculation of Construction Allowance and Street Lighting Construction Allowance.

- a. Construction Allowance. The terms for the award of the Construction Allowance, if applicable, are as provided for by this Agreement, the Associated Agreements, the Policy, and the Tariff. The Construction Allowance is calculated on a per customer or per kilowatt demand basis, and such amounts for each of the various classes of service are listed in the Policy on the sheets entitled Construction Allowance by Service Class. The Construction Allowance shall be applicable to applicants receiving service under a Standby service schedule and shall be applicable up to the Distribution Capacity, as set forth in the applicable Electric Standby Service Agreement. **The Construction Allowance is not available if Indeterminate Service or Temporary Service is designated** (see Section 1 above).

To the extent applicable, the calculation of the Construction Allowance is as follows:

A	B	C	D	E	F
Line	Service Class and Rate Schedule	Number of Meters	Total Amount of Kilowatt Demand	Construction Allowance	Amount
<b>Residential – On-Site Distribution</b>					
1	Schedules R, RE-TOU	0		\$1,070	\$ 0.00
2	Schedules RD, RD-TDR		0.0	\$260/kW	\$ 0.00
<b>Commercial and Industrial – On-Site Distribution</b>					
3	Schedules C, NMTR	0		\$1,380	\$ 0.00
4	Schedules SGL, SG, SST, STOU, SPVTOU, SG-CPP		14.4	\$350/kW	\$5,040.00
5	Schedules PG, PST, PTOU, PG-CPP		0.0	\$220/kW	\$ 0.00
6	<b>CONSTRUCTION ALLOWANCE (Sum of Lines 1 – 5)</b>				<b>\$5,040.00</b>

To the extent there is excess Construction Allowance arising out of and pursuant to this Agreement, such excess Construction Allowance may be applied to an associated Off-Site Distribution Line Extension Agreement, as set forth therein, provided that such Off-Site Distribution Line Extension Agreement is entered into by and between the same Parties as this Agreement and for the purpose of effectuating the same Service as contemplated hereunder. In no event shall the total amount credited to Applicant exceed the total Construction Payment made by Applicant.



- b. Street Lighting Construction Allowance. To the extent applicable, the calculation of the Street Lighting Construction Allowance for this Agreement is listed below. The Street Lighting Construction Allowance is not available if Indeterminate Service or Temporary Service is designated (see Section 1 above).

A	B	C	D	E
Line	Service Class and Rate Schedule	Number of Point(s) of Delivery or Lighting Unit(s), as applicable	Construction Allowance	Amount
1	Schedules TSL, MSL, MI	0	\$1,080	\$ 0.00
2	Schedules RAL, CAL, PLL, SL, SSL, SLU	0	Lighting Equipment: \$770	\$ 0.00
		0	Distribution System: \$80	\$ 0.00
3	Schedules COL, ESL	0	Distribution System: \$80	\$ 0.00
4	<b>STREET LIGHTING CONSTRUCTION ALLOWANCE (Sum of Lines 1 – 3)</b>			<b>\$ 0.00</b>

8. Construction Payment.

- a. Permanent Service. If the On-Site Distribution Extension is designated to provide Permanent Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal to the Estimated Construction Cost (as set forth in 6 above), less the Construction Allowance and, as applicable, the Street Lighting Construction Allowance (as set forth in Section 7 above), such payment amount subject to Company’s approval, not to be unreasonably withheld.
- b. Indeterminate Service. If the On-Site Distribution Extension is designated to provide Indeterminate Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal to the Estimated Construction Cost (as set forth in Section 6 above), such payment amount subject to Company’s approval, not to be unreasonably withheld.
- c. Temporary Service. If the On-Site Distribution Extension is designated to provide Temporary Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal to the estimated cost of installing and removing all necessary overhead or underground electric On-Site Distribution Extension facilities, such payment amount subject to Company’s approval, not to be unreasonably withheld.
- d. Calculation of Construction Payment. The Construction Payment under this Agreement is calculated as follows:

Line	Category	Amount
1	Estimated Construction Cost (see Section 6 above)	\$11,663.99
2	Construction Allowance (see Section 7 above)	\$5,040.00
3	<b>Line 1 minus Line 2</b> (If value is a negative number, such amount may qualify as an excess Construction Allowance applicable to an associated Off-Site Distribution Line Extension Agreement.)	\$6,623.99
4	As applicable, the Street Lighting Construction Allowance (see Section 7 above)	\$ 0.00
5	<b>Line 3 minus Line 4: TOTAL CONSTRUCTION PAYMENT (If value is a negative number, enter \$0)</b>	<b>\$6,623.99</b>

- e. **For non-Governmental Entities** (see Section 2 above). Payment of the Construction Payment shall be made within sixty (60) days of the Contract Origination Date. The Construction Payment shall be non-refundable to Applicant as of the date that construction commences on the On-Site Distribution Extension.
- f. **For Governmental Entities** (see Section 2 above). To the extent allowable by law, payment may be made in accordance with Section 8.e or governmental Applicant may elect to have Company advance the Construction Payment for the duration of the construction period as follows: Company shall charge the governmental Applicant interest applied to the Construction Payment amount for the applicable construction period at the Company's Allowance For Funds Used During Construction (AFUDC) rate. Company shall bill Applicant for the Construction Costs and the interest within thirty (30) days after the Extension Completion Date. Applicant shall pay Company within ninety (90) days after the Extension Completion Date.
- 9. **Surcharges.** Surcharges in excess of the Construction Payment may be assessed for items not otherwise accounted for or incorporated into the original On-Site Distribution Extension or Construction Payment, including without limitation any Applicant-associated delays; obstructions; permit fees; or any special item required to meet construction conditions, including but not limited to Frost Conditions and rock conditions. Company shall separately invoice Applicant for any surcharges as a non-refundable contribution in aid of construction or in accordance with the terms of any separate ancillary agreement, and such invoice shall be paid by Applicant no later than thirty (30) days following the invoice date.
- 10. **Construction in Frost Conditions.** Applicant  **authorizes** /  **does not authorize** Company to perform construction activities in Frost Conditions.  
  
For the purpose of this Agreement, "Frost Conditions" exist if ground frost conditions deeper than six (6) inches are encountered at the time of installation of the Distribution Extension Facilities. Applicant is encouraged to have a representative present during Company's trenching operation to confirm frost depth.  
  
If Applicant authorizes Company to perform construction activities in Frost Conditions, then Applicant agrees to pay, as applicable, the Frost Condition Fees, Ground Thawing Fees, or additional fees, as set forth in the Frost and Ground Thawing Agreement, which shall be incorporated herein by reference.  
  
If Applicant does not authorize Company to perform construction activities in Frost Conditions, then Applicant acknowledges that Applicant's project may be delayed until Frost Conditions have ceased and there is no further chance of encountering frost.
- 11. **Circumstances Requiring a New Agreement.** If Company reasonably determines that design changes made either prior to construction or in the field exceed the scope of this Agreement, this Agreement shall be terminated and a new agreement may be entered into in accordance with the new project scope. If and only if a new agreement is executed by the Parties for a replacement project, any amounts already paid by

Applicant as a Construction Payment, may, at Company's sole reasonable discretion, be either refunded to Applicant or carried over and netted against any newly calculated Construction Payment, less reasonable charges to account for the project scope change.

12. Right-of-Way Agreement. Applicant agrees to execute Company's standard right-of-way agreement granting, free of charge to Company, any rights-of-way upon, over, or under Applicant's property that may be required for Company to provide Service hereunder; and to obtain from other persons or entities as may be required such other rights-of-way, free of charge and on terms satisfactory to Company. Applicant acknowledges that Company's ability to perform under this Agreement is contingent upon obtaining any and all rights-of-way from Applicant and from other persons or entities, as necessary. The obligation to obtain the necessary rights-of-way is solely and ultimately the obligation of Applicant, and Company shall not be required to expend more than commercially reasonable efforts to assist Applicant in the acquisition of any third-party rights-of-way. All necessary rights-of-way must be provided to Company at least ten (10) days prior to the commencement of construction.
13. Conditions to Company Work Order, Scheduling, and Construction Commencement. The Parties acknowledge that Company shall not be obligated to issue a work order, release for scheduling, or commence construction of the On-Site Distribution Extension unless and until the following requirements have been satisfied:
- a. execution by Applicant of this Agreement and all Associated Agreements, and of any other Exhibits and ancillary agreements, as applicable;
  - b. receipt by Company of the applicable Construction Payment(s) under this Agreement, under all Associated Agreements, and under any ancillary agreements;
  - c. receipt of one-line diagrams, load information, plats and any other information required by Company to calculate Company's estimate of Applicant's load and to determine the appropriate facilities necessary under this Agreement, the Associated Agreements, and any ancillary agreements;
  - d. receipt of confirmation from Applicant that Applicant has satisfied all Construction Obligations as set forth in Section 5 above, and in the Contingency List, such obligations subject to Company's approval, with such approval not to be unreasonably withheld.

Upon the acceptance of the terms and conditions of this Agreement, Applicant must return all applicable documents to Public Service Company of Colorado, at the address provided on the signature page of this Agreement.

14. Estimated Installation Timeframes.
- a. Time to Accept Agreement. The Estimated Construction Cost and Construction Payment set forth herein shall be effective for sixty (60) days from the Contract Origination Date. Should Applicant fail to execute and return this Agreement to Company and pay the Construction Payment within those sixty (60) days, Company's offer shall be deemed revoked and Applicant may request that Company re-calculate the Estimated Construction Cost and Construction Payment. Notwithstanding the foregoing, the Parties may agree to extend the time period for Applicant to execute the Agreement on a date subsequent to the sixty (60)-day period, such extension period not to exceed ninety (90) days from the Contract Origination Date.
  - b. Time to Complete Conditions. If Applicant fails to satisfy all conditions identified in Sections 5, 12, and 13 within sixty (60) days of Applicant's execution of the Agreement, Company reserves the right to re-calculate the Estimated Construction Cost and Construction Payment, and this Agreement may be terminated and may be replaced with a new agreement. Notwithstanding the foregoing, the sixty (60)-day period to complete the conditions identified in this subsection shall be tolled during any winter or other construction moratorium period implemented by a jurisdictional governmental entity.

- c. Estimated Time to Complete Construction. Applicant shall be notified of which week construction is scheduled to begin. Company shall make all reasonable efforts to complete construction within one hundred twenty (120) days under normal circumstances and conditions. The one hundred twenty (120)-day construction period shall not commence until Company certifies that Applicant has complied with all conditions identified in Sections 5, 12, and 13 (“Company Certification”). Notwithstanding the foregoing, the one hundred twenty (120)-day period to complete construction shall be tolled during any winter or other construction moratorium period implemented by a jurisdictional governmental entity, emergency system condition, extreme weather event, period of construction delay attributable to Frost Conditions, rock conditions, or other unanticipated construction condition, or unanticipated scheduling conflicts.

Any portion of this On-Site Distribution Extension that is not completed in a normal manner, that is, by following accepted construction practices, within one hundred twenty (120) days after the Company Certification, shall be struck from this Agreement, and the Construction Payment shall be updated accordingly.

If the failure to complete construction within the one hundred twenty (120) day construction period is caused solely by Company, the uncompleted portion of the On-Site Distribution Extension shall not be struck from this Agreement; Applicant’s Construction Payment shall become interest bearing; and Company shall pay interest to Applicant at the rate Company currently pays on residential security deposits. Notwithstanding the foregoing, Company shall not be required to pay interest to Applicant if Company’s performance under this Agreement is delayed on account of circumstances that are outside of Company’s reasonable control, including without limitation, construction moratoria; emergency system conditions; extreme weather events; periods of construction delay attributable to Frost Conditions, rock conditions, or other unanticipated construction condition; or unanticipated scheduling conflicts.

- d. Status Updates on Construction Progress. Company shall provide periodic status updates to Applicant throughout the construction process and shall promptly notify Applicant if Company is reasonably certain that Company will require an extension of the estimated installation timeframe. Applicant may direct any questions regarding the status of the On-Site Distribution Extension to Company by contacting the Company representative by telephone or e-mail.
15. Ownership. The facilities constructed under the terms of this Agreement on the electric supply side of the Point of Delivery shall be, at all times, the property of Company. The Point of Delivery is the point where Company’s electric facilities are first connected to the electric facilities of the customer. The location of the Point of Delivery will be determined by Company in accordance with standard practice or as individual circumstances may dictate as set forth in the Xcel Energy Standard for Installation and Use.
16. Lien Waiver Prohibited. Applicant acknowledges that the Tariff prohibits Company from accepting payment with any sort of lien waiver. Accordingly, Applicant agrees that any attempt to create a lien waiver in such manner (including by any printed or stamped lien waiver on a check) shall be ineffective and void.
17. Insurance. Applicant shall purchase and maintain such insurance as shall protect Applicant and Company from claims that may in any way arise out of or be in any manner connected with the performance of the Agreement, whether such claims arise out of the act or failure to act of Applicant, Company, their respective contractors or subcontractors, or of the direct or indirect delegate, appointee, or employee of either.
18. Indemnification. **This Section 18 applies only if Applicant is not a Governmental Entity.** Each Party (the “Indemnifying Party”) shall indemnify, defend, save, and hold harmless the other Party, its affiliates, and their respective directors, officers, employees, contractors, representatives and agents (each an “Indemnified Party”) from any and all claims, demands, liabilities, damages, losses, actions, suits or judgments, fines, penalties, costs and expenses (including, without limitation, court costs, expert witness fees, and attorneys’ fees) (collectively, “Losses”) resulting from an injury to person or persons (including

death) or damage to property arising out of or related to this Agreement to the extent caused by: a default under, or a failure to perform in accordance with the terms of, this Agreement by the Indemnifying Party; a violation or alleged violation of applicable laws by the Indemnifying Party; or the negligence, intentional acts or omissions, or other misconduct of the directors, officers, employees, contractors, representatives, agents or other person or entity acting on behalf of the Indemnifying Party. Applicant shall indemnify, defend, and hold Company harmless from and against all Losses arising out of or related to environmental conditions at the project site or the on-site or off-site management, transportation, storage, disposal, or exacerbation of contaminated soils, water, groundwater, or vapors encountered by Company at the project site. In respect of an indemnity obligation of a Party hereunder resulting from an injury to person or persons (including death) or damage to property, no Party shall be liable hereunder for an amount greater than that represented by the degree or percentage of the negligence or fault attributable to such Party that produced the injury or damage giving rise to indemnity obligation.

The Parties agree that the foregoing indemnity obligations shall be in addition to any insurance obligations herein and shall not be limited in any way by the amount of any insurance required hereunder. Further, these indemnity obligations shall not be construed to relieve any insurer of its obligation to pay claims consistent with the provisions of a valid insurance policy. Nothing in this Section shall enlarge or relieve either Party of any liability or obligations to the other for any breach of this Agreement.

19. Limitation of Liability. Neither Party shall be liable to the other Party for any special, incidental, indirect, punitive, or consequential loss or damage whether or not such loss or damage is caused by the fault or negligence of the Party, its employees, agents, or subcontractors. This exclusion of liability for special, incidental, punitive, or consequential loss or damage applies to loss of profits or revenue, costs of capital, loss of use of equipment or facilities, cost of purchased or replacement power or claims of customers due to loss of service. This exclusion does not apply to indemnification claims arising out Section 18 above, or if the Agreement is terminated for default pursuant to the Agreement.
20. No Partnership or Agency. This Agreement shall not be interpreted to create an association, joint venture, or partnership between the Parties nor to impose any partnership obligation or liability upon either Party. Except as specifically provided for in this Agreement to the contrary, neither Party shall have any right, power, or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as an agent or representative of, the other Party. In no way is this Agreement, or Company's actions pursuant to this Agreement, to be construed to deem Company an agent of Applicant in any manner whatsoever.
21. Assignment. Applicant may not assign this Agreement without the prior written consent of Company.
22. Governing Law. The interpretation and performance of this Agreement and each of its provisions will be governed and construed in accordance with the laws of the State of Colorado, exclusive of conflict of laws principles. The Parties submit to the exclusive jurisdiction of the state courts of the State of Colorado, and venue is hereby stipulated as Denver or such other city as mutually agreed to by the Parties.
23. Exhibits. The Exhibits to this Agreement are hereby incorporated in this Agreement by reference and constitute a part of this Agreement.
24. Merger. This Agreement and the exhibits attached hereto, constitute the entire agreement between the Parties relating to the subject matter herein. There are no other provisions, terms, or conditions to this Agreement, whether written or oral, and all prior or contemporaneous agreements with respect to the subject matter herein are superseded by this Agreement.
25. Binding Effect. This Agreement is binding upon and shall inure to the benefit of the Parties hereto and their respective successors, legal representatives, and assigns.
26. Third Party Beneficiaries. No provision of this Agreement shall in any way inure to the benefit of any third person so as to make any such person a third party beneficiary of this Agreement.



27. Severability. In the event any words, phrases, clauses, sentences, or other provisions hereof are invalid or violate any applicable law, such offending provision(s) shall be ineffective to the extent of such violation without invalidating the remainder of this Agreement, and the remaining provisions of this Agreement shall be construed consistent with the intent of the Parties hereto as closely as possible, and this Agreement, as reformed, shall be valid, enforceable, and in full force and effect.
28. Headings. The headings of Sections of this Agreement are for guidance and convenience of reference only and will not limit or otherwise affect any of the terms or provisions of this Agreement.
29. Counterparts. This Agreement may be executed in counterparts and each executed counterpart will have the same force and effect as an original instrument.
30. Amendment. This Agreement may not be amended except by written agreement between the Parties.
31. Term and Termination. This Agreement is effective on the Parties as of later of the Contract Origination Date or the date upon which both Parties execute the Agreement, and will terminate upon notice by Company to Applicant that (a) Applicant has failed to fulfill a condition precedent to Company's work as set forth in this Agreement; or (b) the Parties have satisfied all obligations as set forth in this Agreement. Sections 3, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 26, 29, 30, and 31 of this Agreement shall survive the termination of this Agreement.

**[SIGNATURE PAGE FOLLOWS]**

Applicant has reviewed and approved the terms and conditions of this On-Site Distribution Extension Agreement (Electric) and accepts the cost of the Construction Payment of \$6,623.99 as calculated in Section 8. Applicant understands additional charges may arise in accordance with the Policy, Tariff, and Agreement. Applicant will send to Company an original signed copy of this Agreement together with any applicable ancillary agreements, Associated Agreements, or documents, as applicable.

Contract Origination Date: September 25, 2020

**IN WITNESS WHEREOF**, duly authorized representatives of the Parties have executed this On-Site Distribution Extension Agreement (Electric).

Company Representative	
Print Name: <u>Holly Selchert</u> Title: Designer*2nd 6 months Signature: _____ Date: September 25, 2020	Mailing address: Xcel Energy 1123 WEST 3RD AVENUE Denver, CO 80223 Phone: <u>303-571-3152</u> Email address: <u>Holly.M.Selchert@xcelenergy.com</u>
Applicant	
Print Name: _____ Title: _____ Signature: _____ Date: _____	Mailing address: TOWN OF MINTURN _____ _____ Phone: _____ Email address: _____
Company Authorization	
Name: Jeremy Hutaff Title: Tech Distribution Design Supervisor  Signature: <u>Jeremy D Hutaff</u> <small>Digitally signed by Jeremy D Hutaff Date: 2020.09.29 09:57:04 -06'00'</small> Date: _____	

SIGN HERE

**[SIGNATURE PAGE TO ON-SITE DISTRIBUTION EXTENSION AGREEMENT (ELECTRIC)]**



September 18, 2020

TOWN OF MINTURN  
PO Box 309  
Minturn, CO 81645

RE: Frost Installation Conditions

Due to the possibility that ground frost conditions may exist during installation of your distribution facilities and if applicable, service laterals, it is necessary that Xcel Energy inform you of our policy regarding installation in frozen ground.

If frost conditions are encountered where it is necessary to utilize a "Ground Thawing" machine additional costs will be required. The additional cost is \$450.00 per day.

Charges for trenching in frost will be billed after the job has been completed. If a thaw machine is not required and the work can be done without the use of a thaw machine you will be charged the appropriate frost charge for any frost depth of seven inches (7") or more. If you prefer to avoid frost charges by waiting until frost depth is six inches (6") or less, you must notify me at the time of your application, otherwise please complete and return the attached Ground Thawing Agreement.

If you have any questions or comments, please call me at the number listed below.

Sincerely,

Holly Selchert  
Xcel Energy Designer

Mailing address: Xcel Energy  
1123 W 3rd Ave  
Denver, CO 80223

**GROUND THAWING AGREEMENT**  
**For Installation of Gas and/or Electric Distribution and Service Laterals**

Town of Minturn, hereinafter referred to as “Customer”, having entered into an agreement with Public Service Company of Colorado, a Colorado corporation, d/b/a Xcel Energy to install gas and/or electric facilities into its project known as MTN/SELCH/MINT/302 PINE ST/EVSI-EDU M, located at (service address) 302 PINE ST UNIT EV CHRG, further agrees that if ground frost conditions more than seven inches (7”) are encountered at the time of installation of the Gas and/or Electric Distribution and if applicable, Service Laterals, “Customer” hereby authorizes Xcel Energy to install the above facilities and to pay the actual additional non-refundable frost charges. By signing this Agreement, “Customer” requests to proceed with the installation regardless of frost conditions and such installation will be done with the actual frost charges billed by Xcel Energy and paid by the “Customer”. If the frost does not require the use of a thaw machine the appropriate frost charges will be billed. These charges are in addition to any previous extension charges and are not refundable. Such charges are due and payable within thirty (30) days after the billing.

Should the decision be made to defer installation until there is less than six inches (6”) frost in the ground, rescheduling of installation will be done with consideration made for previously scheduled installations. Notification of the approximate date of installation will be given by Xcel Energy as soon as practicable after frost conditions have ceased.

If this Frost Agreement includes Service Laterals for this project, please list addresses or lot and block numbers that are covered by this Agreement.

CUSTOMER

\*By \_\_\_\_\_

Date: \_\_\_\_\_ 

\_\_\_\_\_  
(Type or Print Name and Title of Signer)

Mailing Address: PO Box 309

Minturn, CO, 81645

XCEL ENERGY REPRESENTATIVE

Holly Selchert  
Xcel Energy Designer

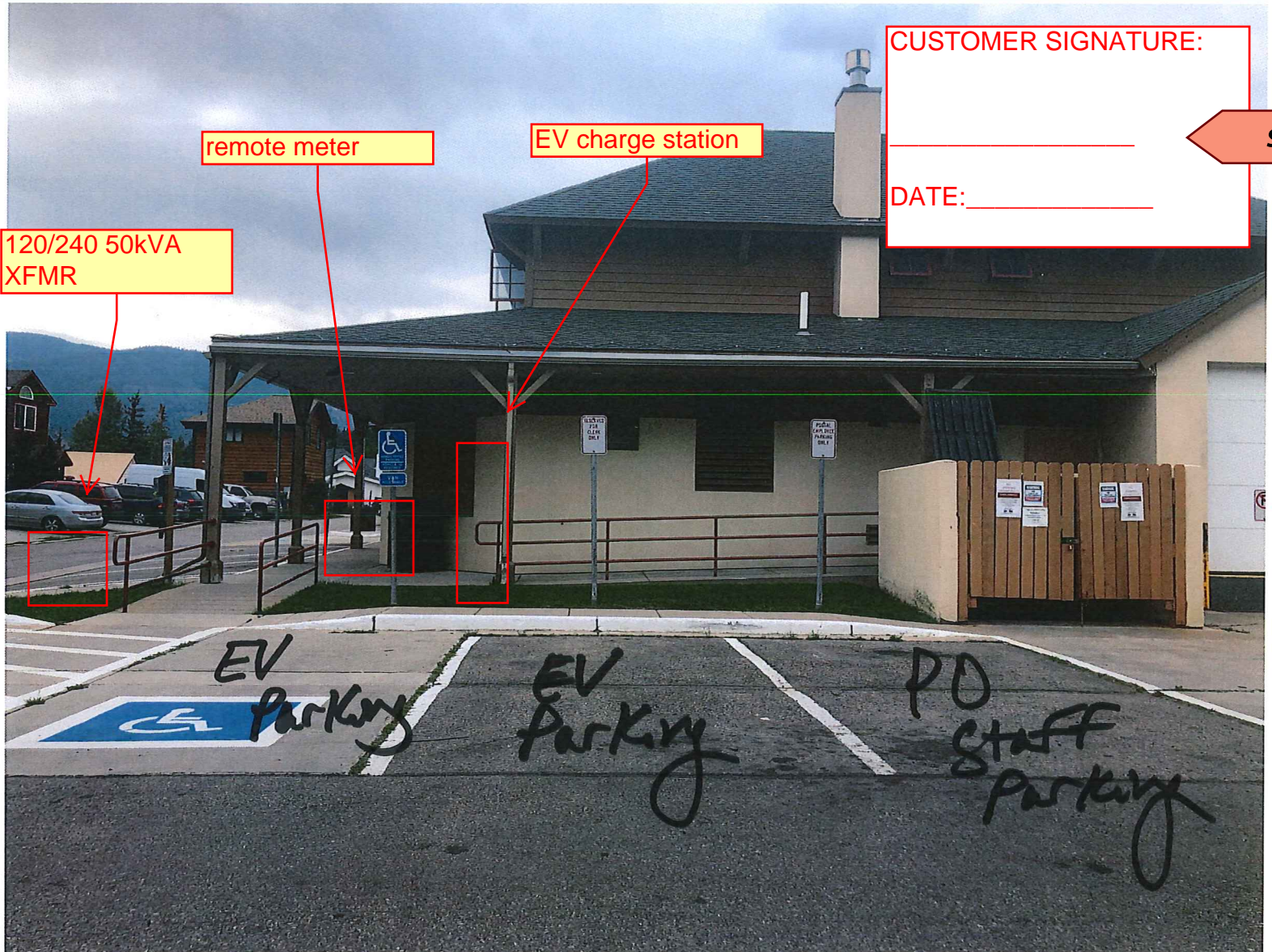
Mailing address: Xcel Energy  
1123 W 3rd Ave  
Denver, CO 80223

\_\_\_\_\_  
Xcel Energy Representative

Date September 18, 2020

\* Confidential Information - Must be executed by authorized person.

Revision December 5, 2019



120/240 50kVA  
XFMR

remote meter

EV charge station

CUSTOMER SIGNATURE: \_\_\_\_\_  
DATE: \_\_\_\_\_

SIG

EV  
Parking

EV  
Parking

PO  
Staff  
Parking



customer snow storage plows snow from parking spaces to the west to the east

1ph 50kVA XFMR 120/240V; install bollards for protection

remote meter

EV station one L2 with dual ports

CUSTOMER SIGNATURE:  
\_\_\_\_\_  
DATE: \_\_\_\_\_

**SIGN HERE**



302 PINE ST. (TOWN OF MINTURN) - MINTURN  
(NEAREST CROSS STREET NORMAN AVE)  
UG ELECTRIC DISTRIBUTION

SPLICE AND CUT IN A NEW 1PH 50KVA XFMR 120/240V FOR EV CHARGING STATION.

INSTALL:  
1 50KVA 1PH XFMR 120/240V (LOOPED GRID#949/767)  
2 - PREMOLDED 1PH SPLICES #1 SOL TO #1 SOLID  
110 OF 1PH #1 SOLID  
4 PROTECTIVE POSTS

TRENCH SPECS:  
ELECTRIC ONLY TRENCH. ASPHALT AND CONCRETE RESTORATION REQUIRED. 95% COMPACTION REQUIRED. SELECT FILL NEEDED FOR PADDING AND FILL. LARGE SPOILS TO BE PICKED UP AND HAULED AWAY.

TRAFFIC CONTROL REQUIRED- FLAGGER, SIGNS AND CONES FOR WORK IN ONE-WAY ALLEY.

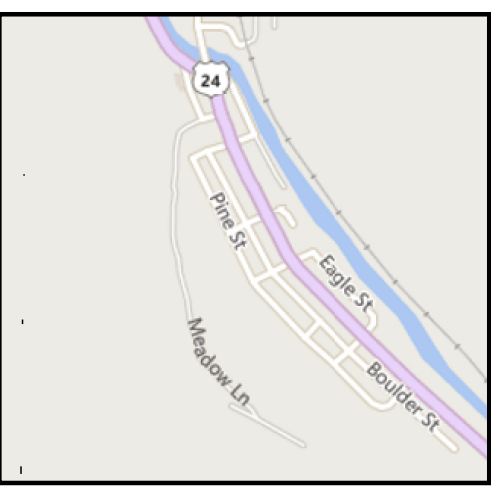
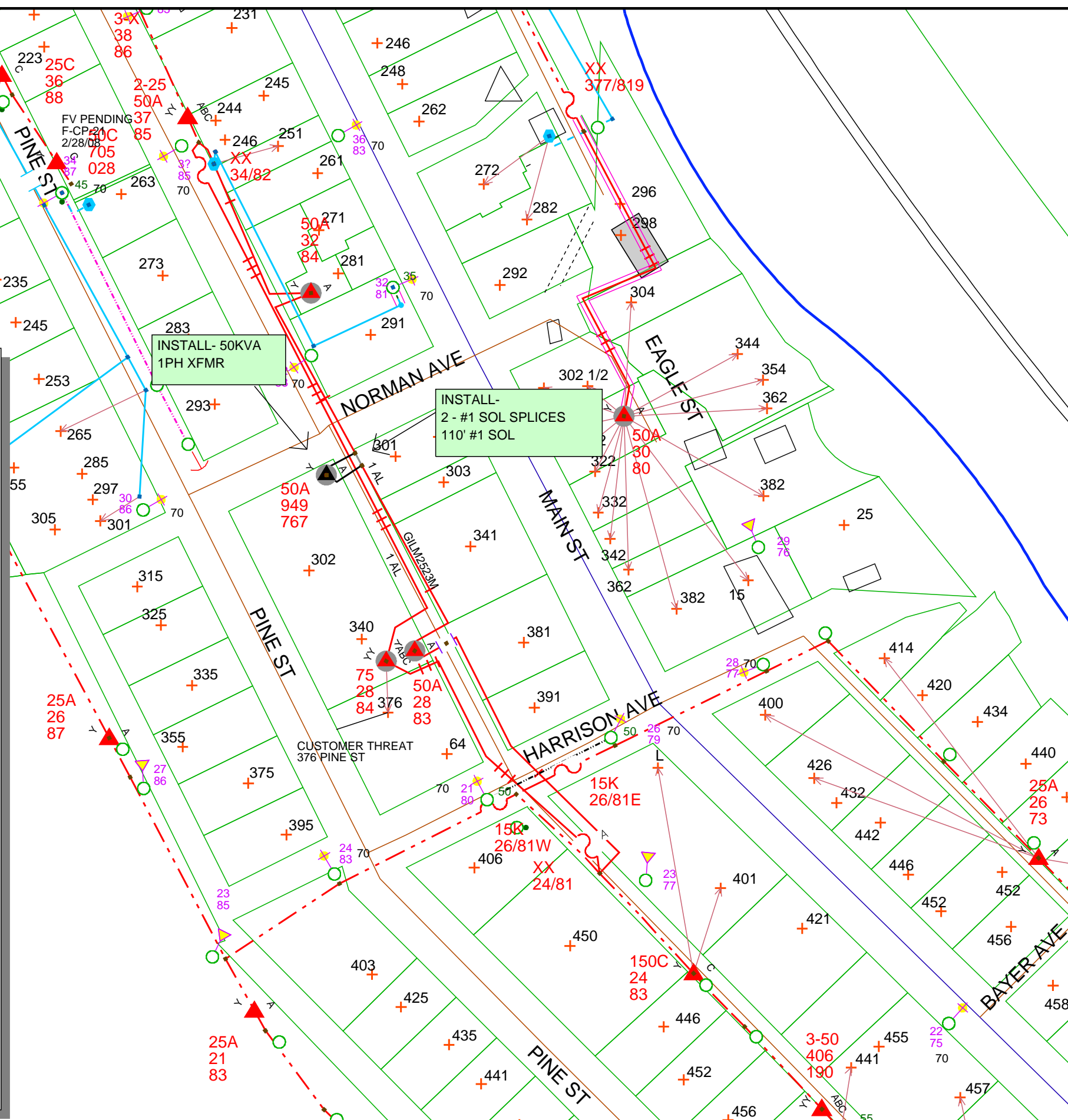
PERMITS: TOWN OF MINTURN

EASEMENTS: EASEMENTS TO BE PREPARED BY XCEL ENERGY, MUST BE EXECUTED BEFORE CONSTRUCTION BEGINS.

XCEL ENERGY RESPONSIBLE FOR COORDINATING:  
ELECTRIC DISTRIBUTION INSTALLATION, LOCATES, TOWN PERMIT, TRAFFIC CONTROL, SITE RESTORATION, AND SECONDARY SUPPLY INFRASTRUCTURE

CUSTOMER RESPONSIBILITIES ON THEIR SITE:  
-ALL EASEMENTS NEED TO BE RECORDED ON PLAT OR WITH THE COUNTY BEFORE CONSTRUCTION STARTS.  
-REFER TO ELECTRIC AND GAS CONTINGENCY AGREEMENT FOR COMPLETE LIST OF RESPONSIBILITIES.

ONSITE CONTACT: TOWN OF MINTURN CINDY KRIEG 970-827-5645  
X 5; EVENTS@MINTURN.ORG  
DESIGN CONTACT: HOLLY SELCHERT 720-520-6875;  
HOLLY.M.SELCHERT@XCELENERGY.COM



CUSTOMER SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**SIGN HERE**

Work Order Information	
Service Request #	:
Design Number	: 000000968510
Designer/Planner ID	: 223548
Designer/Planner Name	: Selchert,Holly
Designer/Planner Ph #	: (720) 520-6875
Manager Approval	: _____

Joint Utility	
E:	G:
T:	C:

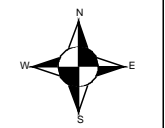
Design Location	
Division	: MOUNTAIN REGION
County	: Eagle
City	: MINTURN
Address	: 302 PINE ST
T: 5S	R: 81W S: 26
Map #	: 1737638 02 Permit : MINTURN

Electric	
Feeder: GILM2523M	Voltage: 14.4/24.9KV
Phase: A	Bkup Dev ID:

Gas	
System	: Pressure
Size	: Material
Dead End	:

Work Order # : \_\_\_\_\_

Date: 09/17/2020  
Sketch: #1 Of #1 Sketch Data  
Scale: 1" equals 100'



- CONSTRUCTION USE ONLY**
- NO CHANGES (BUILT AS DESIGNED)
  - CHANGES MADE AS INDICATED (ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO \_\_\_\_\_  
FOREMAN \_\_\_\_\_ DATE \_\_\_\_\_  
TEAM LEADER \_\_\_\_\_ 68

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**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 10 – SERIES 2020**

**AN ORDINANCE OF THE TOWN OF MINTURN,  
COLORADO PROVIDING FOR THE REGULATION OF  
OUTDOOR FOOD VENDORS.**

**WHEREAS**, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

**WHEREAS**, on August 19, 2020 the Town Council approved Ordinance No. 09, Series 2020 providing for the operation and regulation of Food Trucks, Food Carts, and Food Trailers (together “Outdoor Food Vendors”) within the Town; and

**WHEREAS**, staff has determined that the restriction contained in the adopted ordinance prohibiting Outdoor Food Vendors from remaining in the same location for a period greater than four hours is unnecessary and contrary to the successful operation of such businesses; and

**WHEREAS**, the Minturn Town Council finds and believes that it is necessary and proper to amend the Minturn Municipal Code to repeal the restriction on Outdoor Food Vendors from operating at the same location for a period greater than four hours.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE  
TOWN OF MINTURN, COLORADO:**

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Section 6-8-40 of the Minturn Municipal Code is hereby amended read as follows, with additions shown in double underlined text and ~~strike through language is deleted~~. . Sections of Chapter 6 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

**Sec. 6-8-40. – Outdoor food vendor regulations.**


Outdoor food vendors shall be subject to each of the following regulations:

- (a) Outdoor food vendors may only sell food and non-alcoholic beverages.
- (b) Outdoor food vendors may operate between 7:00 a.m. and 11:00 p.m. ~~for no more than four (4) total hours per day at any one location.~~
- (c) An outdoor food vendor is responsible for maintaining the area within and in proximity to the cart or truck, display apparatus or permitted vending location area in a neat, clean and hazard-free condition, including, without limitation, the disposal of all trash and the storage of all carts, trucks and display apparatus off public rights-of-way when not in operation. Vendors shall provide for

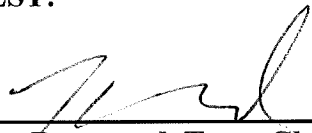
the disposal of trash by customers. No liquid wastes shall be discharged from the food truck onto the ground (with the exception of clean ice melt)

**INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 16<sup>th</sup> DAY OF SEPTEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 7<sup>TH</sup> DAY OF OCTOBER, 2020 AT 5:30p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

  
\_\_\_\_\_  
**John Widerman IV, Mayor**

**ATTEST:**

By:   
\_\_\_\_\_  
**Jay Brunvand, Town Clerk**



**THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 7<sup>th</sup> DAY OF OCTOBER, 2020.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**John Widerman IV, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Jay Brunvand, Town Clerk**



**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 11 – SERIES 2020**

**AN ORDINANCE OF THE TOWN OF MINTURN,  
COLORADO AMENDING THE TOWN'S NUISANCE CODE  
TO ALIGN WITH WILDLIFE PROTECTION MEASURES.**

**WHEREAS**, the Town of Minturn ("Town") is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council ("Town Council") is authorized to act; and

**WHEREAS**, Minturn Municipal Code (the "Code") Chapter 7 provides for the regulation of Health, Sanitation, and Animals; and

**WHEREAS**, Code Section 7-9-310 and 7-3-120 both provide for the regulation of garbage and refuse containers and conflict to some extent; and

**WHEREAS**, the Minturn Town Council finds and believes that it is necessary and proper to amend the Minturn Municipal Code to align provisions of the Code regulating garbage and refuse containers to better protect wildlife from harm.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:**

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Section 7-3-120 of the Minturn Municipal Code is hereby amended read as follows, with additions shown in double underlined text and ~~strike through language is deleted~~. Sections of Chapter 7 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

**Sec. 7-3-120. - Garbage containers and junk.**


The storing or keeping by any person within the Town of any old articles or materials which may be classified as junk, adjacent to or in close proximity to any public building, public park or grounds, business buildings or residences, without first providing fully enclosed buildings for storage of the same, shall be deemed a public nuisance. It is specifically provided that trash, garbage and refuse ~~and trash, garbage and refuse containers, barrels and cans~~ must be obscured from view and not accessible to scavenging animals. Refuse containers shall be kept and secured in accordance with Section 7-9-310 of this Code.

**INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 16<sup>th</sup> DAY OF SEPTEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN**




COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 7<sup>TH</sup> DAY OF OCTOBER, 2020 AT 5:30p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

  
\_\_\_\_\_  
John Widerman IV, Mayor

ATTEST:

By:   
\_\_\_\_\_  
Jay Brunvand, Town Clerk



THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 7<sup>TH</sup> DAY OF OCTOBER, 2020.

TOWN OF MINTURN, COLORADO

\_\_\_\_\_  
John Widerman IV, Mayor

ATTEST:

By: \_\_\_\_\_  
Jay Brunvand, Town Clerk



To: Mayor and Council  
From: Michelle Metteer  
Date: October 7, 2020  
Agenda Item: 2021-23 Minturn Strategic Plan

---

**REQUEST:** Review and approve (with changes as needed) the 2021-23 Minturn Strategic Plan.

**INTRODUCTION:**

The purpose of the Strategic Plan is to provide a cumulative roadmap for achieving the vision of the Minturn Community Plan. The 2018-20 Strategic Plan is the first Strategic Plan created by the Town and will set the tone for all forthcoming action items. With the Council and staff embarking on the first strategic plan, an emphasis toward foundational work will be a consistent theme throughout this first Strategic Plan.

The Strategic Plan is designed to work in coordination with the town budget and will be reviewed by the Council every year to adjust for changes as needed. Once approved, the Council and Minturn community will have the general outline for the work expected over the planning period.

The Strategic Plan will ensure that strategies and activities undertaken by the Town are consistent with the vision and values set forth by the Town Council and Minturn community. This plan will strive to achieve the following:

- Clearly communicate with the community the goals and objectives of the town over the next two years
- Establish a 2-year planning period and provide the platform for an ongoing discussion between the staff, Council and community regarding direction of the Town
- Identify challenges and opportunities expected to arise during the planning period and propose specific goals to address these issues
- Give a framework for town staff to set measurable objectives and timelines for execution

**ANALYSIS:**

Through the updating process, adjustments have been made to remove tasks which have been completed, add tasks which have risen in priority and alignment with the four initiatives of the vision statement, and capitalize on newly-presented opportunities.

**COMMUNITY INPUT:** Ongoing

**BUDGET / STAFF IMPACT:** Significant

**STRATEGIC PLAN ALIGNMENT:**

Practice fair, transparent and communicative local government

Long-term stewardship of the natural beauty and health of Minturn's environment

Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “keep Minturn Minturn”

Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

**RECOMMENDED ACTION OR PROPOSED MOTION:** Approve with any changes as needed.

ATTACHMENTS: Minturn 2021-23 Strategic Plan

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 28 – SERIES 2020**

**A RESOLUTION TO APPROVE THE TOWN OF MINTURN  
STRATEGIC PLAN FOR THE PERIOD 2021-2023**

**WHEREAS**, The Minturn Town Council has reviewed and approve the Toen of Minturn 2021-2023 Strategic Plan; and,

**WHEREAS**, The Town Council encourages annual review and update of the Town of Minturn Strategic Plan on a bi-annual basis; and,

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

1. The Minturn Town Council hereby approves and adopts the Town of Minturn Strategic Plan for the period 2021-2023 as documented in Attachment A of this Resolution.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this 7<sup>th</sup>  
day of October, 2021**

TOWN OF MINTURN

By: \_\_\_\_\_  
John Widerman, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk

TOWN OF MINTURN  
~~2018 – 2020~~ 2021 - 2023  
STRATEGIC PLAN

---



**Adopted by the Minturn Town Council**

09/05/2018 Resolution 14, Series 2018

**Amended by the Minturn Town Council**

07/01/2019 Resolution 27, Series 2019 – Vision Statement

07/01/2020 Resolution 20, Series 2020 – True North Statement



## STRATEGIC PLAN PURPOSE

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The purpose of the Strategic Plan is to provide a cumulative roadmap for achieving the vision of the Minturn Community Plan. The 2018-20 Strategic Plan is the first Strategic Plan created by the Town and will set the tone for all forthcoming action items. With the Council and staff embarking on the first strategic plan, an emphasis toward foundational work will be a consistent theme throughout this first Strategic Plan.

The Strategic Plan is designed to work in coordination with the town budget and will be reviewed by the Council every year to adjust for changes as needed. Once approved, the Council and Minturn community will have the general outline for the work expected over the planning period.

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- Give a framework for town staff to set measurable objectives and timelines for execution

## STRATEGIC PLAN SUMMARY

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Since its inception in 1904, Minturn has been a resilient and proud mountain town that full-time, working-class residents call home. With the closing of the Gilman mine and the decommissioning of the rail-lines, **Minturn has new opportunity within the mountain resort economy**. Today, **having an ideal location as a valley-wide intersection**, Minturn embraces the “basecamp position” geographically within the Eagle County region.

Core to Minturn’s values **is its strong identity as a small mountain-town community**. In the Colorado Rockies, sandwiched between two world-class resorts, this value requires maintaining **principles** and a **desire to lead by example**. Through a **willingness to confront issues** while **maintaining high standards in following the public process**, Minturn will work to stay true to this core value.

The Town is committed to providing a respectful and responsive government that follows a solutions-based approach rooted in the municipal code. To sustain community **trust**, we strive to follow a consistent **public process** in all areas of the municipal government.

Town of Minturn staff and elected officials will **support activities outlined in this strategic plan and work toward sustaining a great mountain town** by taking a **proactive approach** to municipal government. With an **engaged community** and a **safe, family-friendly environment**, Minturn endeavors to remain one of the **last great mountain towns**.

## MISSION STATEMENT

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*“In collaboration with our community, foster the authentic small town character that is Minturn”*

## VISION STATEMENT

---

*“Lead Minturn to long-term viability while preserving its unique character and genuine mountain town community”*

**From the Vision Statement, four key strategies are identified to guide the Town efforts:**

- Practice fair, transparent and communicative local government
- Long-term stewardship of the natural beauty and health of Minturn’s environment
- Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “keep Minturn Minturn”
- Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

## TRUE NORTH STATEMENT

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*“Leverage Minturn’s assets to benefit and maintain our funky, proud, uniquely classic mountain town where people grow roots through creating opportunities and community engagement.”\**

*\*Keeping in mind we are Minturn*

## STRATEGIC PLAN FISCAL YEARS 2018 - 20

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### PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

The Town will seek to make **informed, data-based decisions** with a **standard** of “doing it right.” With an **honest** approach to all aspects of local government and a focus on the **public process**, the Town Council and staff are committed to serving Minturn with the honesty and integrity expected of a small-town government.

### STRATEGIES

- Execute the process of updating the Community Plan through a comprehensive public engagement process.
- Commit to semi-annual door hanger notices updating residents and businesses of seasonal changes in town operations, events, Council highlights and more
- Create an annual calendar of events by November of the prior year
- Add online payment options to website
- Upgrade server for public document archive interface on website for ease
- Promote the Minturn monthly newsletter as a communication tool.
  - ~~Utilize staff and Council email signatures for sign-up and link access. Done~~
- Support code enforcement through communicative educational pieces to the public for a variety of community-wide issues such as:
  - 30’ river setback to protect and rehabilitate the natural environment and riparian area.
  - Verification of design review plans prior to issuing Certificate of Occupancy.
- ~~Rollout of a new, more user friendly website (combining Minturn.org and gominturn.com), that makes finding information quicker and simpler for our residents, guests and businesses, as well as making it simpler for town staff to post and update accurate information in a timely manner.~~
- ~~Host quarterly Economic Development Advisory Committee (EDAC) meetings to continually update and follow through on the Economic Development Strategic Plan, as well as share that information in follow up meetings such as the Small Business Support meeting.~~
- ~~Also evaluate the frequency and format of the Small Business Support Meeting—should this occur quarterly following EDAC meetings?~~
- Commit to the monthly “Minturn Matters” community sessions by Town Council

## STRATEGIC PLAN FISCAL YEARS 2018 - 20

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### LONG-TERM STEWARDSHIP OF THE NATURAL BEAUTY AND HEALTH OF MINTURN'S ENVIRONMENT

Minturn will work to become a leader in advancing renewable and sustainable initiatives. With a forward-thinking approach and focus on environmental stewardship the town can responsibly utilize the remaining developable land in the Minturn valley.

#### STRATEGIES

- Create a Comprehensive Land Plan to outline and then communicate the future goals of the community.
- ~~Execute the Minturn Energy Action Plan. Completed~~
- ~~Adopt the 2015 International Building Code with amendments and consistently update on a three-year cycle. Completed~~
- ~~Protect the view corridor through policy implementation and 1041 regulations. Completed~~
- Support the continued EPA efforts toward clean-up of the Eagle Mine Superfund Site.
- Incorporate “Firewise” guidelines in building and site-planning practice
- ~~Incorporate low impact development (LID) standards for landscape site design into development requirements~~
- Expand dog waste station program
- Zero waste Minturn Market by 2023
- Double the number of participants in the community composting program

## STRATEGIC PLAN FISCAL YEARS 2018 - 20

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### SUSTAIN AND INVEST IN THE THINGS THAT DEFINE MINTURN AS A PROUD, STURDY MOUNTAIN TOWN TO “KEEP MINTURN MINTURN”

Minturn strongly values its **full-time resident community**. Founded by the working-class, the town continues to emphasize the local’s experience and **quality of life**. To maintain the **character** of Minturn and its ability to **transcend time**, the community must continually make strides to emphasize the working class.

#### STRATEGIES

- ~~• Adopt and Implement an Attainable Housing Policy through assistance from Eagle County Government and a third-party consultant following a public engagement process. Done~~
- Update the Design Review Guidelines to better reflect the vision of the downtown area.
- Complete the Minturn Municipal Code Chapter 16 rewrite for better communication regarding code expectations across all zoning areas.
- ~~• Invest in the “community character” elements such as holiday festivities, with the help of community champions.~~
- ~~• Enhance existing community events through additional marketing efforts and creatively utilizing our local resources, as well as explore possible new events that fit our brand.~~
- ~~• Create / develop a Town of Minturn “tagline” / slogan which helps define who we are and can be used in marketing and PR efforts.~~
- Investigate-Implement methods to ~~preserve and protect~~recognize historic structures
- Enforce ordinances aimed at maintaining the health, safety, welfare and aesthetic of the town – snow, trash, nuisance abatement and zoning/land use
- Attract essential services necessary to form a “complete” community such as – grocery, pharmacy, hardware store, movie theatre
- Investigate opportunities for the development of playgrounds and parks
- Diversification of town-operated utilities



- Commitment to increased oversight of the Minturn Fitness Center
- Consider options for a Downtown Development Authority
- Consider implementation of a town-wide Creative Arts District

## STRATEGIC PLAN FISCAL YEARS 2018 - 20

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### ADVANCE DECISIONS/PROJECTS/INITIATIVES THAT EXPAND FUTURE OPPORTUNITY AND VIABILITY FOR MINTURN

The ability for Minturn to approach development as **resilient, sustainable, creative and diverse** will allow the town to continue embracing what has “**made Minturn, Minturn.**” The town can further leverage its crossroads location as a valley-wide benefit and **competitive advantage**.

### STRATEGIES

- ~~Complete execution of the 2016 Economic Development Strategic Plan.~~
- Secure Dowd Junction as a revenue-generating location while maintaining public access to Meadow Mountain and encouraging regional transit.
- Dowd Junction to Minturn ECO Trail connection
- Little Beach Park area master planning
- Consider a de-Gallagher ballot question
- ~~Outline next steps and framework for executing Minturn’s water production and distribution improvements.~~ Continue implementation of Minturn’s Water Capital Improvement Plan
- Develop a Capital Improvement Plan prioritizing upgrades to existing infrastructure including roads, water and storm water drainage and pedestrian/bicycle amenities
- ~~Rollout of a basic, but professional PR and marketing campaign to assist town staff in new and creative ways to market our town as the “non-resort” / “true Colorado” mountain town in between Vail and Beaver Creek — and draw more day visitors to us for events, dining / shopping, and enjoying all the activities available here.~~

- Work closely with local business to engage them in partnership marketing opportunities with the Town, thereby helping to share costs and get more “bang for our buck” regarding marketing and advertising efforts.



To: Mayor and Council  
From: Jay Brunvand  
Date: May 20, 2020  
Agenda Item: Acceptance of the Fiscal Year 2021 Annual Budget

---

**REQUEST:**

Staff is requesting the Town Council to accept the Fiscal Year 2021 Preliminary Budget

**INTRODUCTION:**

As required by Colorado State law, the Council must accept the proposed budget for the following year no later than October 15 of the preceding year.

**ANALYSIS:**

10/7/2020 Council Meeting

When reviewing the Draft FY2021 Annual Budget it is important to realize that this budget is tight. It recognizes revenues and expenses for the forthcoming year in a conservative and mindful manner. It recognizes the impacts the COVID-19 Pandemic has had and attempts to fairly estimate income and growth as the local economy safely recovers. Be assured this budget is conservative and represents the needs of the Community in relation to the resources of the Town government.

The second meeting in October we will have a brief presentation in which we will review proposed special projects and capital expenses and then allow time for Council to express their goals and priorities for the budget. This will give Staff the necessary time to prioritize your concerns. It is not a promise to include new items in the budget, rather a chance to consider and discuss what can be done in FY2021 and plan for the future.

Please reference the Budget Schedule and Calendar included on pages 68-72. This will give you a clear vision of what meetings we will have discussions and public hearings. We all know the budget includes the operational items like electric bills and general day to day items. My intent during the first meeting in October is not to review that material in detail, rather to highlight some of the recent items of note in our General Fund revenues and expenses and allow for council and public questions. I have listed a few of the accounts below to show the Council that we do have money to perform some of the items we have recently discussed that are not Special Projects.

**ITEMS OF NOTE:**

**GENERAL FUND (01):**

**INCOME:**

- Property Tax (01-00-4010) – The amount reported in the Certification of Values represents a very small increase over 2020. As a reminder, in 2017 the legislature passed HB 17-1349 and a similar bill in 2019. This Bill was a housekeeping law to accommodate the Gallagher Amendment from 1982.
  - By way of background, it actually took three tries and over a decade to pass the TABOR Law in 1992. The Gallagher Amendment was an attempt to assuage TABOR supporters

and dissuade them from voting for TABOR. Of note, both of these amendments to the State Constitution have some sort of ballot question to be voted on in November 2020.

- The Gallagher Amendment was passed in 1982 and established residential property values for the entire state limited to 45% of the total assessed value.
- Consequently, as the residential property values increase, periodically they are adjusted to remain compliant. An adjustment was made in 2003 and the value was reduced from 9.15% to 7.96% where it remained until 2018. In 2018 it reduced from 7.96% down to 7.2% and in 2019 from 7.2% to approximately 7.15%. On page 74, I show a formula of how the taxes are calculated and the effect various laws have had on our funding over the past 20 plus years. On pages 75-76, I show what makes up the tax bills in Minturn. I often hear one comment on how much is paid to Minturn. This graph shows what taxes are paid within the town limits, not just to the town. The worksheets not only show how the property assessment is calculated but, based on a value of \$200,000, how the revenue has decreased or not grown as it has in previous years when the Gallagher Amendment did not adjust. In 2021 our property tax revenue will be flat.
- Lodging Tax (01-00-4039) has been growing year over year showing a slow gain. This is due to more units and rental of those units as well as a more developed and uniform collection system locally and state wide. Changes in the state laws have made it easier for companies like AirBnB to submit their taxes directly to the state for distribution to Minturn. During the COVID shutdown of the economy our lodging tax has been hit specifically hard and has been very slow to recover. It is anticipated that with the ski season this market will improve.
- Sales Tax (01-00-4040 and 4050) are budgeted at 5% over our 2019 receipts. Again, the COVID shutdown has affected our receipts but in review of 2020 collections compared to 2019 we are recovering nicely. The state has begun requiring companies who sell online from both intra and interstate to collect and submit sales tax. These payments are made to the state and distributed to the town monthly and is showing to be about a 10% increase for the town.
- The town is anticipating a small number of new unit developments in 2020. This is represented in the increase for Planning and Development fees. Although we have tried to be conservative in these numbers, several of our General, Enterprise, and Capital fund revenues reflect a small increase by association. Although we have several large projects that could provide a large increase in our numbers, weighted against the water tap moratorium we are in a wait-and-see position.
- Currently we have 7 leases on the lease lot budgeted for 2021. This includes the concrete plant, and seven others in the developed area behind the berm. (01-00-4516 thru 4526). This revenue source allows for diversification of our revenues and accounts for a budgeted \$129,400 income. This is \$9,000 less than 2020 as we have repurposed one of the lots. Additionally, the town will no longer provide snow dump services. In 2020 the Town received \$10,500 in snow dump fees. This diversified income represents almost 10% of the amounts collected in property and sales taxes and 8% of our total General Fund revenues for 2020.
- In recent years the town has earned upwards of 2.5% interest on our liquid cash investments. As a result of COVID this has dropped to less than 1/10%. This downward earning cycle will continue until the Federal Reserve begins to raise interest rates again in the wake of COVID. (01-00-4540).

#### EXPENSE:

- For all Employee Medical insurance I have budgeted a 5% increase and for all other employee insurances we anticipate a zero % increase. These budgeted figures result from word received

from our insurance providers. In recent years we have seen negative, zero or very modest increases. In an industry that has seen 10-40% annual increases and wild fluctuations in the private markets, Staff feels this is a tremendous success in cost management.

- Some of the more beneficial community organizations have been funded in separate line items. For example, The Vail Valley Partnership will be funded at \$3,500 (01-01-5235) and the Minturn Community Fund is funded at \$15,000 (01-05-5275).
- In the Planning Department budget, the Planner was moved to a contracted position, a second planner has been hired, and the Code Enforcement is a full-time employee. Line item 01-02-5215 has been increased to support further support in the Planning Department.
- Town Events and promotions (01-05-5275) was reduced from \$75,000 to \$65,000 from 2020 however the line item reflects changes within the appropriation to more adequately fund programs that are working and better evaluate some programs.
- Public Works and Water Plant tools have been discussed as a possible need. Again, this year, \$5,000 is budgeted in both the Public Works and the Enterprise budgets. (01-06-5120 and 02-06-5150)
- Public Building R&M is budgeted at \$15,000 and used to assist in maintenance and upgrades to our facilities.
- Maintenance and improvements for streets and sidewalks has again this year been budgeted for \$50,000 (01-06-5352). Of this amount, \$40,000 has been allocated to partially fund a slurry seal process covering the length of Pine Street.
- In April of 2019, Council passed Ordinance 03-2019 which restructured the Enterprise Fund by moving parks and recreation to the General Fund. This is represented in accounts 01-06-5356.

#### ENTERPRISE FUND (02):

- In accordance with last year's policy direction for setting town water rates and with the recent Ehlers study, Staff is recommending:
  - A base rate increase from \$82.19 to \$90.83 (10% increase)
  - An increase in the Use Rate per 1,000gal from \$6.50 to \$6.83 (5% increase)
  - No increase in trash services is proposed
  - A 5% increase will be implemented to the tiered system for Residential Tap Fees, System Improvement Fees, and Cash in Lieu of Water fees. And, in accordance with previous year's, to match the tap rates for commercial with those of the Eagle River Water and Sanitation District.
  - As we move forward with the necessary water plant upgrades rates will need to be reevaluated with the options that are presented as part of the various options.

A detailed cost analyses is displayed on pages 77, 78, and 96 of the budget binder.

- I have broken out the various Capital Reserve revenues associated with remodels and new development (02-00-4320, 4321, and 4322). As stated earlier this is pendent on anticipated growth and the effects of the existing water tap moratorium, however, is very conservatively budgeted.
- The Town is in the midst of reviewing and moving forward with desperately needed Capital needs in the Enterprise Fund with the development and implementation of a much need and complete Capital Improvement Plan (CIP). Such needs include a new water tank, improvements to the filters and purification systems, and maintenance to the distribution system.



As part of this review and adoption of the CIP plan water rates, debt needs, and other sources of funding will be examined completely and will require rate increases and the issuance of debt to undertake all the necessary improvements.

At this time staff is moving forward with connecting Well #4 to the Clear Well for purification purposes, testing and placement of new water storage tanks, a water loss detection system, and much needed repairs to the plant and distribution system. The work included to date is already evident as we monitor our reduced water loss in the distribution system. The 2021 budget reflects a \$2,000,000 bond issuance and matching expenses as we begin to implement the proposed needs.

- Annual H2O water right maintenance (02-06-5352) will increase approximately 3%. The \$125,500 covers the Cross Creek flow gage station, water rights of 5acre ft, 20acre ft, and 50acre ft through the Colorado River Pact. The gage station shows expense; however, this is split in thirds. We pay the full amount and I then bill 1/3 to CBS/Viacom and 1/3 to BMD. At this time, it is unclear if BMD will continue to contribute to this expense.
- With the pending needs in the Enterprise Fund of water plant and distribution line work, it will be important that we save where we can and manage our reserves in the coming several years. Our water rates are admittedly steep as are the expenses and the estimated capital needs, all must be weighed as best we can.

#### BUILDING FUND (04):

- FY2020 marked the final year of the Town Hall bond payments. This retirement will alleviate the need to transfer funds from the General and Enterprise Funds to cover what is not received in rents from the USPO and the apartments. Rents not needed to pay off the debt will be used to maintain the Town Hall and be diverted to the Building Fund (06) to accommodate non-Enterprise Fund expenses.

#### CAPITAL FUND (06):

- The Capital Fund recognizes revenues resulting from the implementation of the Construction Use Tax and the previously noted income from the Building Fund transfer.
- Vehicles/Equipment (06-01-5249) is earmarked for 50% of the cost of a new vehicle in Public Works, the remaining 50% is budgeted as an expense in the Enterprise Fund (02). Previous direction has been to maintain a 20year rotation of the two loaders. A new loader was purchased in 2020.
- Little Beach Park (06-01-5310) is budgeted for \$260,000 as a place holder. These funds are maintained in a savings account per the previous BMD funding agreements. These funds are held only for development in Little Beach Park and will be utilized once a development plan is approved.

My council questions: during the budget process I always have a few questions that I need direction from the Council on.

- Staff has only scheduled ONE budget hearing in the adoption process not including the required public hearings associated with passage of the Ordinances; is this acceptable?

- Is the following budget calendar sufficient?
- Budget Review during upcoming meetings (Budget page 68):
  - 10/21/20
    - Session under Discussion and Direction for Council to discuss the budget as relates to goals and consider questions or direction from Council
    - Q&A
  - 11/04/20
    - Public Hearing on FY2021 Budget (first and ONLY public hearing)
    - GID public hearing and approval
    - Q&A
  - 11/18/20
    - First Reading of Budget approval Ordinances
      - Review of 2020 Supplemental Appropriations
    - Q&A
  - 12/02/20
    - Second and final reading of Budget approval Ordinances

**COMMUNITY INPUT:**

Staff has scheduled a Public Hearing on the budget at the November 4, 2020 Council Meeting, we will have a Public Hearing to adopt the four Ordinances used to formally approve the budget, and the public is encouraged to contact Staff to review any questions or comments they might have. Throughout this process any comments offered will be reviewed, as directed by Council items of concern will be discussed and may be included within the final budget document. This final approval of the budget will be on December 2, 2020.

**BUDGET / STAFF IMPACT:**

The annual fiscal budget sets forth projected income and expenses and sets forth a plan to achieve our stated goals. The budget will appropriate reserves, revenues and expenses and set the mill levy and fees for the ensuing year.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 to practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Motion to accept the Fiscal Year 2020 Proposed Annual Budget and set Public Hearing at 5:30pm on November 4, 2020 to be held in the Council Chambers and via ZOOM at 302 Pine St, Minturn.

**ATTACHMENTS:** The FY2020 Budget document is provided under separate cover from the packet.



2021  
PROPOSED  
BUDGET

10/1/20 2:31 PM

TOWN OF MINTURN

COUNCIL MEMBERS:

Mayor John Widerman  
Mayor Pro Tem Earle Bidez  
Councilwoman Terry Armistead  
Councilman George Brodin  
Councilwoman Brian Eggleton  
Councilwoman Eric Gotthelf  
Councilman Gusto Kanakis

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TOWN OF MINTURN  
P.O. Box 309 (302 Pine Street)  
Minturn, Colorado 81645-0309  
970-827-5645 Fax: 970-827-5545  
treasurer@minturn.org

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**FROM THE DESK OF  
JAY BRUNVAND, TREASURER/FINANCE**

I, Jay Brunvand, certify that the attached is a **true and accurate copy** of the adopted 2021 Budget of the Town of Minturn.

\_\_\_\_\_  
Jay Brunvand, Town Treasurer/Clerk

\_\_\_\_\_  
Date



**Town of Minturn  
2021 ALL FUND OVERVIEW**

Item	General Fund - 01	Water/Sewer Fund - 02	Lottery Fund - 03	Building Fund - 04	Market Fund - 05	Capital Fund - 06	GID Fund - 07	SCHOLAR Fund - 08	BMR Fund - 09	Totals
Revenue	1,808,611.00	1,586,941.00	10,925.00	130,368.00	50,000.00	104,500.00	0.00		1,000.00	3,692,345.00
Bond Proceeds		2,000,000.00								2,000,000.00
Battle Mtn Dev Revenue - Pass Through							0.00	10,000.00	100,000.00	110,000.00
Battle Mtn Dev Revenue - Scholarship Endowment										0.00
Battle Mtn Dev Revenue - Little Beach Park	0.00									0.00
<b>Net Revenue</b>	<b>1,808,611.00</b>	<b>3,586,941.00</b>	<b>10,925.00</b>	<b>130,368.00</b>	<b>50,000.00</b>	<b>104,500.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>101,000.00</b>	<b>5,802,345.00</b>
Expenses	1,821,328.00	1,258,333.00	10,000.00	53,500.00	50,000.00	329,600.00	250.00	7,100.00		3,530,111.00
Bond Expenses		2,000,000.00								2,000,000.00
Debt Service		14,841.00								14,841.00
Battle Mtn Dev	0.00	0.00					0.00	0.00	100,000.00	100,000.00
<b>Net Expenses</b>	<b>1,821,328.00</b>	<b>3,273,174.00</b>	<b>10,000.00</b>	<b>53,500.00</b>	<b>50,000.00</b>	<b>329,600.00</b>	<b>250.00</b>	<b>7,100.00</b>	<b>100,000.00</b>	<b>5,644,952.00</b>
<b>Net Income (Receipts) before transfers</b>	<b>-12,717.00</b>	<b>313,767.00</b>	<b>925.00</b>	<b>76,868.00</b>	<b>0.00</b>	<b>-225,100.00</b>	<b>-250.00</b>	<b>2,900.00</b>	<b>1,000.00</b>	<b>157,393.00</b>
Transfers IN (Revenue)	0.00	0.00	0.00	0.00	0.00	77,368.00	0.00	0.00	0.00	77,368.00
Transfers Out (Expenses)	0.00	0.00		77,368.00					0.00	77,368.00
Net Due To/From Transfers	0.00	0.00	0.00	-77,368.00	0.00	-77,368.00	0.00	0.00	0.00	0.00
<b>Net Receipts after transfers</b>	<b>-12,717.00</b>	<b>313,767.00</b>	<b>925.00</b>	<b>-500.00</b>	<b>0.00</b>	<b>-147,732.00</b>	<b>-250.00</b>	<b>2,900.00</b>	<b>1,000.00</b>	<b>157,393.00</b>
Beginning Cash Balance - January 2021 (EST)	1,455,055.00	1,023,576.00	15,829.00	8,817.49	6,500.00	260,000.00	2,798.00	317,713.00	76,631.00	3,166,919.49
Transfers to Depreciation-Est										0.00
<b>Ending Cash Balance</b>	<b>1,442,338.00</b>	<b>1,337,343.00</b>	<b>16,754.00</b>	<b>8,317.49</b>	<b>6,500.00</b>	<b>112,268.00</b>	<b>2,548.00</b>	<b>320,613.00</b>	<b>77,631.00</b>	<b>3,324,312.49</b>
Restricted Cash -										
TABOR (3% of non-enterprise expenses)	70,600.00				0.00	0.00	0.00			
Restricted for CIP										
(1) Restricted by TABOR-Real Estate Trans (1)	0.00									
(2) 6 Mo Reserve Target (50% of Net Exp less Gin)	912,336.00									
Restricted for Exterior Energy Offset		0.00								
Restricted for Parks						250,852.45				
Restricted for Capital Imp (Const Use Tax)	450,000.00					40,101.29				
Restricted for Scholarships								292,545.81		
Restricted for Debt Service				0.00						
Restricted for BMR and Escrow									77,631.00	
Restricted-Cash In Lieu of Water Fee										
Restricted-System Improvement Fee		56,815.00								
Restricted for Infrastructure		1,249,278.00								
<b>Total Restricted Revenue</b>	<b>1,432,936.00</b>	<b>1,306,093.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>290,953.74</b>	<b>0.00</b>	<b>292,545.81</b>	<b>77,631.00</b>	<b>3,400,159.55</b>
<b>Cash Available after Restricted</b>	<b>9,402.00</b>	<b>31,250.00</b>	<b>16,754.00</b>	<b>8,317.49</b>	<b>6,500.00</b>	<b>-178,685.74</b>	<b>2,548.00</b>	<b>28,067.19</b>	<b>0.00</b>	<b>-75,847.06</b>

(1) Real Estate Transfer Tax Reserve = Transfer Tax Receipts - Streets/Sidewalks (01-06-5352) - Allowable Misc also see MMC 4-3-40  
(2) South Minturn sidewalks Income less Grant Revenue

**Town of Minturn  
2021 ALL FUND OVERVIEW**

Item	General Fund	Water/Sewer Fund	Lottery Fund	Building Fund	Market Fund	Capital Fund	GID Fund	Scholar Fund	BMR Fund	Totals
Revenue	1,808,611.00	1,586,941.00	10,925.00	130,368.00	50,000.00	104,500.00	0.00	0.00	1,000.00	3,692,345.00
Bond Proceeds		2,000,000.00								2,000,000.00
Battle Mtn Dev Revenue	0.00	0.00					0.00			0.00
Battle Mtn Dev Revenue - Scholarship Endowment								10,000.00	100,000.00	110,000.00
Battle Mtn Dev Revenue - Little Beach Park										0.00
<b>Net Revenue</b>	<b>1,808,611.00</b>	<b>3,586,941.00</b>	<b>10,925.00</b>	<b>130,368.00</b>	<b>50,000.00</b>	<b>104,500.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>101,000.00</b>	<b>5,802,345.00</b>
<b>Expenses</b>										
Council	25,252.40									25,252.40
Gen Gov't	583,523.00			0.00						583,523.00
Planning	320,851.76									320,851.76
Battle Mtn Dev	0.00	0.00				0.00	250.00		100,000.00	100,250.00
Police and Court	475,864.16									475,864.16
Econ Dev	65,000.00									65,000.00
Public Works	350,837.00	965,333.00				329,600.00				1,645,770.00
Grants & Debt Service	0.00	14,841.00		53,500.00						68,341.00
Bond Expenses		2,000,000.00								2,000,000.00
Misc	0.00	293,000.00	10,000.00	0.00	50,000.00	0.00	0.00	7,100.00		360,100.00
<b>Net Expenses</b>	<b>1,821,328.32</b>	<b>3,273,174.00</b>	<b>10,000.00</b>	<b>53,500.00</b>	<b>50,000.00</b>	<b>329,600.00</b>	<b>250.00</b>	<b>7,100.00</b>	<b>100,000.00</b>	<b>5,644,952.32</b>
<b>Net Income (Receipts) before transfers</b>	<b>-12,717.32</b>	<b>313,767.00</b>	<b>925.00</b>	<b>76,868.00</b>	<b>0.00</b>	<b>-225,100.00</b>	<b>-250.00</b>	<b>2,900.00</b>	<b>1,000.00</b>	<b>157,392.68</b>
Transfers IN (Revenue)	0.00	0.00	0.00	0.00	0.00	77,368.00	0.00	0.00	0.00	77,368.00
Transfers Out (Expenses)	0.00	0.00		77,368.00					0.00	77,368.00
<b>Net Due To/From Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-77,368.00</b>	<b>0.00</b>	<b>77,368.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Receipts after transfers</b>	<b>-12,717.32</b>	<b>313,767.00</b>	<b>925.00</b>	<b>-500.00</b>	<b>0.00</b>	<b>-147,732.00</b>	<b>-250.00</b>	<b>2,900.00</b>	<b>1,000.00</b>	<b>157,392.68</b>
Beginning Cash Balance - January 2021(EST)	1,455,055.00	1,023,576.00	15,829.00	8,817.49	6,500.00	260,000.00	2,798.00	317,713.00	76,631.00	3,166,919.49
Transfers to Depreciation-Est		0.00								0.00
<b>Ending Cash Balance</b>	<b>1,442,337.68</b>	<b>1,337,343.00</b>	<b>16,754.00</b>	<b>8,317.49</b>	<b>6,500.00</b>	<b>112,268.00</b>	<b>2,548.00</b>	<b>320,613.00</b>	<b>77,631.00</b>	<b>3,324,312.17</b>
<b>Restricted Cash -</b>										
TABOR (3% of non-enterprise expenses)	70,600.00				0.00	0.00	0.00			
(1) Restricted by TABOR-Real Estate Trans (-	0.00									
(2) 6 Mo Reserve Target (50% of Net Exp less	912,336.00									
Restricted for Exterior Energy Offset	0.00									
Restricted for Parks						250,852.45				
Restricted for Capital Imp (Const Use Tax)						40,101.29				
Restricted for Scholarships								292,545.81		
Restricted for Debt Service				0.00						
Restricted for BMR and Escrow									77,631.00	
Restricted-Cash In Lieu of Water Fee										
Restricted-System Improvement Fee		56,815.00								
Restricted for Infrastructure	450,000.00	1,249,278.00					0.00			
<b>Total Restricted Revenue</b>	<b>1,432,936.00</b>	<b>1,306,093.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>290,953.74</b>	<b>0.00</b>	<b>292,545.81</b>	<b>77,631.00</b>	<b>3,400,159.55</b>
<b>Cash Available after Restricted</b>	<b>9,401.68</b>	<b>31,250.00</b>	<b>16,754.00</b>	<b>8,317.49</b>	<b>6,500.00</b>	<b>-178,685.74</b>	<b>2,548.00</b>	<b>28,067.19</b>	<b>0.00</b>	<b>-75,847.38</b>



ESTIMATED FUND BALANCE WORKSHEET

Revised 8/26/2020

	GENERAL FUND	ENTERPRISE FUND
Beg Fund Bal 01/01/2021	1,455,055.00	2,833,664.00
INCOME - 2021		
General - est YE	1,943,649.00	1,586,941.00
Grants - est YE	0.00	0.00
Total Income	<u>1,943,649.00</u>	<u>1,586,941.00</u>
EXPENSE - 2021		
General - est YE	1,879,627.96	1,273,175.00
Grants/Misc - est YE	0.00	0.00
Total Expense	<u>1,879,627.96</u>	<u>1,273,175.00</u>
Net Income/(Loss)	<u>64,021.04</u>	<u>313,766.00</u>
ESTIMATED END Fund Bal	<u>1,519,076.04</u>	<u>3,147,430.00</u>
TABOR (3% of non-enterprise expenses)	70,600.00	
Restricted by TABOR-Real Estate Trans (1)	0.00	
6 Mo Reserve Target (50% of Net Exp)	912,336.00	
Fixed Assests from Audit		1,810,088.00
Restricted for System Improvement Fee		56,815.00
Restricted for CIP	525,000.00	
Restricted for Infrastructure	0.00	1,249,278.00
Total Restricted Revene	<u>1,507,936.00</u>	<u>3,116,181.00</u>
Cash Available after Restricted	<u>11,140.04</u>	<u>31,249.00</u>

NOTES

(1) This is largely due to the CIP work of Lead Detection and new water tanks background.

2021 does NOT include potential debt service issued for the water tank construction.

This would result in an income/expense wash for the most part.

**GENERAL FUND AS YET UNFUNDED EXPENSES (ESTIMATES)**

Currently our budget for 2021 Revenue over Expense is (\$12,261)

- 1) \$35,000 - State Land Trust Right Of Way for bike path
- 2) \$15,000 - Minturn Fitness Center retrofit to allow unattended entry
- 3) \$30,000 - Contracted Snow Removal
- 4) Unknown - Increase to Xmo's Reserve
- 5) \$47,715 - 2021 Employee Raise Pool
- 6) \$40,000 - Community Plan Update
- 7) **FUNDED** - to develop the bike path bridge above the ERWSD sewer line at USFS Bridge
- 8) **FUNDED** - Bike Park Maintenance
- 9) \$45,000 - NAIOP/DOWD Jct Master Plan
- 10) \$60,000 - Quiet Title-River land
- 11) We have developed a General Fund CIP which is comprehensive and extensive. Long term funding has not been developed and it takes years to accumulate funds for large projects such as street paving.

**GENERAL FUND REVENUE ISSUES (ESTIMATES)**

- 1) It is a potential concern that the economy will be shut down again due to COVID-19. The effect and degree of a shutdown is unknown but it is assured it will have a negative effect which will be lasting.
- 2) Due to Gallagher Issues our property Tax is anticipated to increase \$5,580 over 2019  
In 2019, due to Gallagher our property tax grew 6.17%. This is an issue because 2019 was a re-assessment year. In the previous re-assessment year of 2017 we saw a 26% increase in assessed values.
- 3) Sales Tax continues to strive but is still close tied to the COVID-19 progress.
- 4) In 2019 we earned \$10,500 in snowdump leases, this is budgeted at zero for zero for 2020
- 5) In 2020 we removed a lease lot parcel to develop a sledding hill. This will result in a \$9,000 annual reduction.

**OTHER ISSUES:**

- 1) The temporary moratorium on water taps will limit construction. This will limit the revenue generated from the sale of taps of which the revenue is used to maintain/improve the water plant (Catch-22)
- 2) The temporary moratorium on water taps will limit construction. This will limit the revenue generated from the Construction Use Tax which funds our non-Enterprise Fund CIP projects.

## 2021 RESERVE CALCULATIONS

Council	25,252.40
Gen Gov	583,522.93
Planning	310,851.76
Court/PD	475,864.16
Econ	65,000.00
PW	350,836.71
Misc/Non Grant	0.00
	<u>1,811,327.96</u>

TABOR Reserve (3%)	54,339.84
Operation Reserves (50%)	905,663.98



## **TOWN OF MINTURN FISCAL YEAR 2021 BUDGET**

In mid-March through May 2020 the state, country, and world economies were virtually shut down in response to the global COVID-19 Pandemic. During the summer months the state and local economies were allowed limited openings most with significant cuts to occupancy limits. As of late summer, most of the economies at every level of our society are showing reasonable growth yet we still should anticipate economic swings and continue to budget conservatively. State Law requires a property reassessment every odd year as taxes and mill levies are set for the following even year. Fiscal year 2020 is not a reassessment year and as such will grow only \$5,580 over 2020 as the effects of the Gallagher Amendment continue to create a downward appraisal value for residential property state wide.

As part of the 2017 reassessment the State of Colorado has reviewed and revised the estimated residential assessment rate downward from 7.96% to 7.2%. Again in 2019 the residential assessment was adjusted from 7.2% to 7.15% and it is estimated to again decrease to 7.12% in 2020 even though it is a non-reassessment year. The November General Election will have a ballot question concerning the Gallagher Amendment but, even if it passes, the numbers will not increase in 2021. It is expected Eagle County and Minturn will continue to see strong growth in property values as we look forward to the upcoming few years. Over the previous several years, Minturn has acted proactively each year during the monthly financial reviews at staff level and during the fiscal budget process to continually review our budget and examine expenses while maximizing service levels for the greatest value to our citizens. Furthermore, the Town is embarking on several improvement plans. The Town will need to consider any and all options to save money during the upcoming years in order to realize the most advantage to meet these funding requirements.

During 2020 the Town passed a temporary moratorium on water taps sold in the Enterprise Fund. This move was made in light of the significant repairs and replacements required in the water plant, water tank, and distribution systems as well as several large anticipated projects being proposed at the initial stages in the Planning Department. Although the system repairs will require the issuance of debt in the Enterprise Fund, it should allow for this and future development.

Also, in 2020, the Town paid off the last of the Town Hall construction debt. All future rental income derived from the USPO and apartment rentals will go toward building upkeep and CIP expenditures.

**Annual Town Revenue Growth (without BMR)**

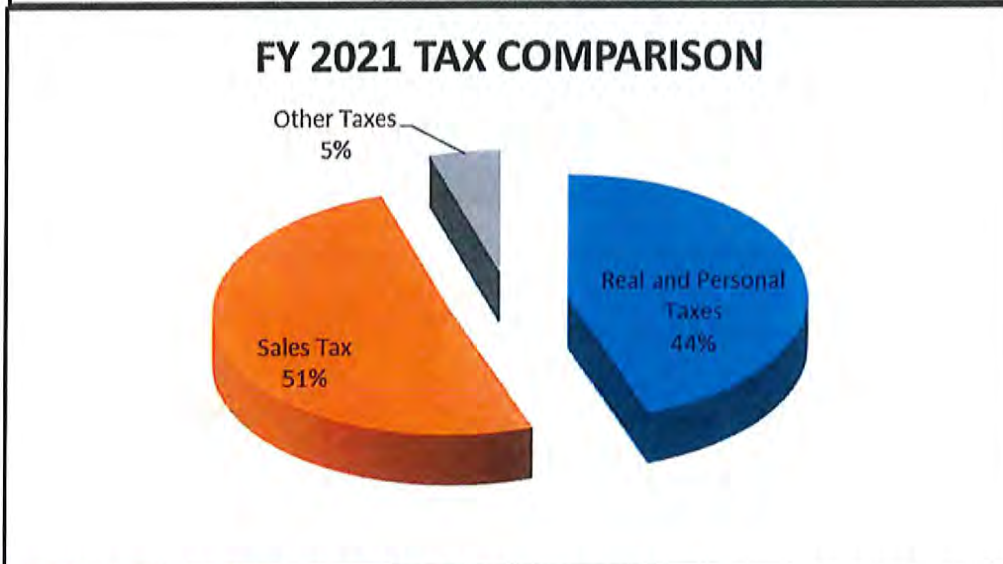
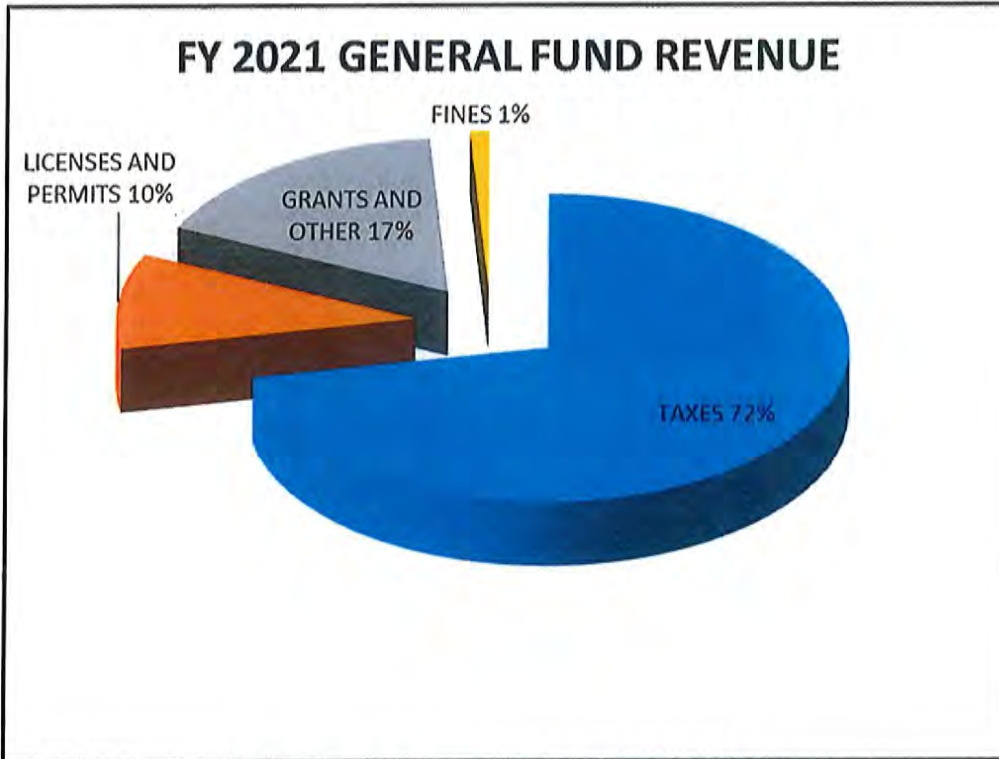
Year	General Fund	BMR Contribution	Total	Annualized Growth
2004	1,448,349.00	0.00	1,448,349.00	
2005	1,495,138.00	691,044.00	2,186,182.00	3.13%
2006	1,519,760.00	800,000.00	2,319,760.00	1.60%
2007	1,595,309.00	1,380,000.00	2,975,309.00	4.70%
2008	1,673,054.00	1,600,000.00	3,273,054.00	4.65%
2009	1,653,276.88	1,578,270.00	3,231,546.88	-1.18%
2010	1,400,838.00	285,753.00	1,686,591.00	1.20%
2011	1,463,689.00	424,367.00	1,888,056.00	1.04%
2012	1,287,582.00	180,000.00	1,467,582.00	-12.03%
2013	1,461,431.00	180,000.00	1,641,431.00	11.89%
2014	1,363,052.00	180,000.00	1,543,052.00	-6.73%
2015	1,653,719.00	180,000.00	1,833,719.00	18.80%
2016	2,659,131.00	180,000.00	2,839,131.00	54.80%
2017	1,998,883.00	180,000.00	2,178,883.00	-23.26%
2018	1,864,479.00	165,000.00	2,029,479.00	-9.32%
2019	1,746,506.00	0.00	1,746,506.00	-13.94%

Minturn continues to see modest historical growth year over year. The above table illustrates the impact of several large grants we have received for infrastructure improvements and recently in a much smaller part to Real Estate Transfer Tax, Property Tax, and Sales Tax growth.

The most concerning issue currently facing Minturn is the continuing fiscal effects of the COVID-19 Pandemic. In 2019 adjustments were made to further reduce the budget in April of 2019 in light of the near total shutdown of the country's economy. This shut down was virtually complete with stay at home orders. The ski areas closed in March a month early and restaurants and hotels were ordered closed along with complete closures of all nonessential services. This closure lasted through the end of May when limited openings were allowed. With this recent history in mind the 2021 budget is reflective of the shutdown and the unknown ability to completely open in 2021.

**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Revenue**



As stated previously, 2021 will primarily not recognize property tax growth due to the combined effects of the Gallagher Amendment; however, 2021 is a reassessment year and the potential for an increase is optimistic. A reassessment occurs in odd years when the County Assessor in each county statewide evaluates all the property in the County for tax purposes by



comparing like transactions throughout a set area to create an assessed value for each and every property. In review of the information received from the Eagle County Assessor our property tax collections in 2021 will increase to \$549,217.00 from \$543,637.00 in 2020. This reflects an increase of less than 1.3%. Staff has and will continue to monitor the situation as this 2021 revenue scenario develops in order to afford the Town the best cash position with the greatest effect on Town service levels.

Each Department has been reviewed again this year in order to obtain a better grasp on the expenses and control of those expenditures. This has allowed the Town an opportunity to examine each department's needs, staffing, and service levels. The Town has continued to find qualified services provided by outside contracts. This opportunity requires the Town to only manage the contract without the need to hire the position at this time. This practice results in a cost savings to the Town.

Footnotes:

- 1) Property taxes are calculated on the Town wide 17.934 mill levy. This year's assessment reflects a reassessment of real property values and will equate to an increase of \$5,580 over 2020 in collections as result of the assessment rates on residential and commercial values.
- 2) The Sales Tax budget for 2021 is based on the 2018 actual and 2020 estimated collections; we anticipate sales tax collections to be up slightly. In light of the historically strong growth in 2019 and the COVID-19 Pandemic in 2020 sales tax is estimated very conservatively.
- 3) Building Permits net an income to the Town of 25% over the cost of the building inspection services. Historically, not once have we warranted hiring in-house for this service.
- 4) The town has a number of land leases for a diversified income source of \$129,400.
- 5) The town no longer receives a monthly stipend income from Battle Mountain. All expenses will be billed as necessary.
- 6) Real Estate Transfers within the Town are assessed a 1% tax on the value of the sale. This revenue continues to improve as the economy recovers.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
FUND 01: GENERAL FUND							
REVENUE							
PROPERTY TAX - REAL AND PERSONAL	01-00-4010	512,054.93	543,637.00	543,637.00	551,255.00	1.40%	1
SPECIFIC OWNERSHIP	01-00-4020	27,602.22	25,000.00	25,000.00	26,000.00	4.00%	
SPECIAL ASSESSMENT (MVSA)	01-00-4030	6,461.80	7,500.00	7,500.00	7,500.00	0.00%	
LODGING TAX - 1.5%	01-00-4039	10,522.87	12,450.00	12,450.00	17,000.00	36.55%	
COUNTY SALES TAX	01-00-4040	29,714.63	27,000.00	27,000.00	37,000.00	37.04%	
CITY SALES TAX - 4%	01-00-4050	691,519.84	551,578.00	600,000.00	718,000.00	19.67%	2
CIGARETTE TAX	01-00-4051	1,831.96	2,400.00	2,400.00	2,400.00	0.00%	
HIGHWAY USERS TAX	01-00-4052	48,691.03	40,500.00	40,500.00	35,044.00	-13.47%	
ROAD AND BRIDGE	01-00-4070	19,371.73	25,000.00	25,000.00	25,000.00	0.00%	
OTHER TAXES	01-00-4090	0.00	0.00	0.00	0.00	#DIV/0!	
BUILDING PERMITS	01-00-4210	59,793.71	25,000.00	25,000.00	40,000.00	60.00%	3
EXTERIOR ENERGY CREDIT	01-00-4215	0.00	0.00	0.00	0.00	#DIV/0!	
HIGHWAY 24 MAINTENANCE	01-00-4220	36,200.00	34,000.00	34,000.00	37,800.00	11.18%	
LIQUOR LICENSE FEES	01-00-4230	3,127.50	1,500.00	1,500.00	1,500.00	0.00%	
BUSINESS AND CONTRACTORS LICENSE	01-00-4240	22,857.92	20,000.00	20,000.00	20,000.00	0.00%	
PLANNING AND ZONING FEES/PERMITS	01-00-4250	7,200.00	10,000.00	10,000.00	10,000.00	0.00%	
FRANCHISE FEES - PUBLIC SERVICE	01-00-4260	38,898.84	40,000.00	40,000.00	40,000.00	0.00%	
FRANCHISE FEES - PHONE/CABLE	01-00-4280	20,245.29	22,500.00	22,500.00	22,500.00	0.00%	
FRANCHISE FEES - HOLY CROSS	01-00-4290	2,210.92	2,200.00	2,200.00	2,200.00	0.00%	
MUNICIPAL TRAFFIC FINES	01-00-4430	18,205.01	20,000.00	20,000.00	5,000.00	-75.00%	
MUNICIPAL NON-TRAFFIC FINES	01-00-4435	8,884.21	1,000.00	1,000.00	1,000.00	0.00%	
MUNICIPAL VICTIM RESTITUTION	01-00-4436	0.00	0.00	0.00	0.00	#DIV/0!	
CODE ENFORCEMENT FINES	01-00-4440	0.00	0.00	0.00	0.00	#DIV/0!	
COURT COST/ADMIN FEES	01-00-4445	0.00	0.00	0.00	0.00	#DIV/0!	
BOND FORFEITURES	01-00-4450	0.00	0.00	0.00	0.00	#DIV/0!	
TOWN HALL RENT	01-00-4511	1,305.00	1,000.00	1,000.00	1,000.00	0.00%	
ERFPD IMPACT FEE	01-00-4512	6,684.00	0.00	0.00	0.00	#DIV/0!	
LAND LEASE - SEASONAL LANDSCAPING	01-00-4516	6,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - WILCON LEASE	01-00-4518	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - SNOW DUMP	01-00-4519	5,400.00	5,000.00	10,500.00	0.00	-100.00%	
LAND LEASE - GORE RANGE LANDSCAPING	01-00-4520	10,650.00	14,400.00	14,400.00	14,400.00	0.00%	4
LAND LEASE - OLD CASTLE	01-00-4521	60,502.34	70,000.00	70,000.00	70,000.00	0.00%	4
LAND LEASE - WORKER BEE LANDSCAPING	01-00-4522	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - ALTA STONE	01-00-4523	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - CHARD'S YARDS	01-00-4524	6,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - NEW LEASES	01-00-4525	5,250.00	9,000.00	4,500.00	0.00	-100.00%	
LAND LEASE - MISC ENCROACHMENTS	01-00-4526	0.00	0.00	0.00	1,000.00	#DIV/0!	
PARKING LEASE - TIM SIMON PARKING	01-00-4530	1,337.00	1,337.00	1,337.00	1,337.00	0.00%	
LAND LEASE - IRONWORKS PARKING	01-00-4531	2,952.32	2,953.00	2,953.00	2,953.00	0.00%	
D&RGR - THE BUNKHOUSE	01-00-4535	3,820.00	3,820.00	3,820.00	3,820.00	0.00%	

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GENERAL FUND

DESCRIPTION	ACCOUNT	12/31/2019	FY2020	2020 EST YEAR	PROPOSED	% CHANGE	FT
	NUMBER	TRIAL BALANCE	BUDGET	END BALANCE	2021 BUDGET	FROM EST 2019	NOTES
D&RGRR - SALOON	01-00-4537	4,940.00	4,940.00	4,940.00	4,940.00	0.00%	
INVESTMENT EARNED	01-00-4540	58,952.35	42,500.00	16,000.00	20,000.00	25.00%	
GRANTS - TAP #1	01-00-4552	0.00	0.00	0.00	0.00	#DIV/0!	
GRANTS - TAP #2/RPP/DOLA	01-00-4552	950,000.00	0.00	50,000.00	0.00	-100.00%	
GRANTS - DOLA GRANTS	01-00-4561	0.00	0.00	0.00	0.00	#DIV/0!	
GRANTS - OTHER/COVID RELIEF FUNDS	01-00-4562	0.00	0.00	44,020.00	0.00	-100.00%	
BATTLE MTN RESORTS REVENUE	01-00-4575	49,075.90	0.00	0.00	0.00	#DIV/0!	5
MINTURN EVENT REVENUE	01-00-4591	100.00	0.00	0.00	0.00	#DIV/0!	
OTHER REVENUE	01-00-4597	22,408.31	30,000.00	30,000.00	30,000.00	0.00%	
TRANSFER FROM OTHR FUNDS	01-00-4650	0.00	0.00	0.00	0.00	#DIV/0!	
REAL ESTATE TRANSFER TAX - TABOR RESTRICTED	01-00-4680	190,517.00	100,000.00	150,000.00	150,000.00	0.00%	6
TRANS FROM CARRY FORWARD - ESTIMATED		0.00		0.00	0.00	#DIV/0!	
<b>SUBTOTAL: REVENUE</b>		<b>2,978,288.63</b>	<b>1,741,215.00</b>	<b>1,908,157.00</b>	<b>1,943,649.00</b>	<b>1.86%</b>	



**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Council Expense**

The Minturn Town Council expense growth represent an overall slight negative growth. This budget carries the payroll for the Town Council members and a small allowance for supplies/services. In light of budget reductions, meeting food costs have been eliminated for both the Town Council and the Planning Commission meetings. In past years the Town supplied tablet computers for the Council. The cost for maintenance and replacements is reflected in the Supply line item. The wage cost includes the regular monthly stipend for the Mayor and Council to allow for all regularly scheduled meetings plus three additional unscheduled meetings. This is consistent with historical conversations with the Council.

The Town provides contributions to various events and organizations which have been committed to based on Council direction. These include the Minturn Summer Concert series, funding for the Vail Valley Partnership, and several items which mutually benefit the town and the Minturn Community Fund. This funding has been incorporated in the General Government and Economic Development budgets.

The Town contracts for legal, engineering, community planning, and water treatment services among others. Not including the Council or contract services, the staffing level for the Town of Minturn employs 9 full time employees and no part time employees.

Town Manager	1
Town Treasurer/Town Clerk	1
Planning and Code Enforcement	2
Court Clerk/Economic Coordinator	1
Public Works	4

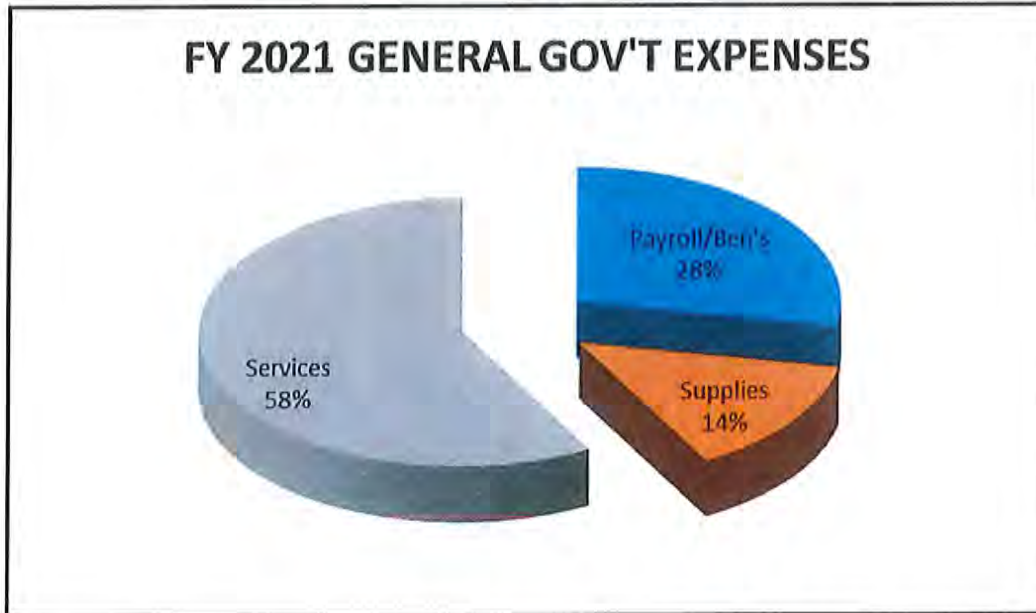
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
<b>EXPENSES</b>							
COUNCIL (XX-01-XXXX)							
PAYROLL - MAYOR	01-01-5010	4,900.00	5,400.00	5,400.00	5,400.00	0.00%	
PAYROLL - COUNCIL	01-01-5011	14,000.00	16,200.00	16,200.00	16,200.00	0.00%	
FICA EXPENSE	01-01-5092	1,447.85	1,652.40	1,652.40	1,652.40	0.00%	
SUPPLIES - COUNCIL	01-01-5100	110.32	1,000.00	1,000.00	2,000.00	100.00%	
PURCH SERV - MEETING FOOD AND DRINK	01-01-5270	5,493.30	1,500.00	1,500.00	0.00	-100.00%	
<b>SUBTOTAL: COUNCIL</b>		<b>25,951.47</b>	<b>25,752.40</b>	<b>25,752.40</b>	<b>25,252.40</b>	<b>-1.94%</b>	

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**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: General Government Expense**



The General Government or Administration Department is allotted an FTE of 1.2 to include the Town Manager (70%), Town Treasurer/Clerk (50%). The fiscal year 2021 budget shows a 6.15% decrease over the estimated ending balance for 2020 due to cost savings.

Footnotes:

- 1) The Town Manager wage is based on full time and shared 70/30 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study.
- 2) The Town Manager wage is based on full time and shared 50/50 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study.
- 3) Employee insurance benefits: The Town employee insurance coverage includes coverage for the employee and immediate family for medical, dental, and vision, provides a \$20,000 life insurance policy (employee only), and AD&D for the employee. Over the years the Town has continuously researched, reviewed and modified its employee insurance program to provide beneficial coverage to the employee at the best cost to the Town. Our employee insurance plans are reviewed annually and reflect changes made for the purposes of cost containment on the insurance plans. Following is a chart showing the effects over the past several years and also shows how one change can skew dramatically the numbers. The town budgets a 15% increase annually and then adjusted as we get

confirmation on those numbers in November and December. Based on the industry norm of over 20% annual increases our efforts in maintaining cost control in this area is paying off as exemplified by the minimal average cost per employee. This program continues to be reviewed and modified as needed annually in order to maintain the direction Council established in a concerted effort to contain the insurance costs yet still provide a quality benefit for the employees.

YEAR	ACTUAL EMP'EE	TOTAL EMP'EES	COST PER EMP'EE	PERCENT INC/(DEC)
	<b>INSURANCE</b>			
	<b>COST</b>			
2006	194,336.22	16	12,146.01	-
2007	209,670.24	15	13,978.02	13%
2008	230,803.52	14	16,485.97	15%
2009	204,771.96	14	14,626.57	-11%
2010	188,673.32	12	15,722.77	-8%
2011	194,131.29	11	17,456.45	9%
2012	179,845.00	11	16,349.00	-6%
2013	188,321.49	11	17,120.13	6%
2014	180,057.68	11	16,368.88	-5%
2015	165,748.00	8	20,718.50	-8%
2016	166,599.00	8	20,824.88	0%
2017	142,707.00	8	18,987.50	-14%
2018	148,030.00	8	18,504.00	-3%
2019	150,847.00	8	18,856.00	2%
2020 Est	155,600.00	8.5	18,306.00	-3%
2020 Budget	174,250.00	9	19,361.00	6%

\*\*The general historical trend is relatively constant and reflects conservative budgeting during the Estimated and Budget years.

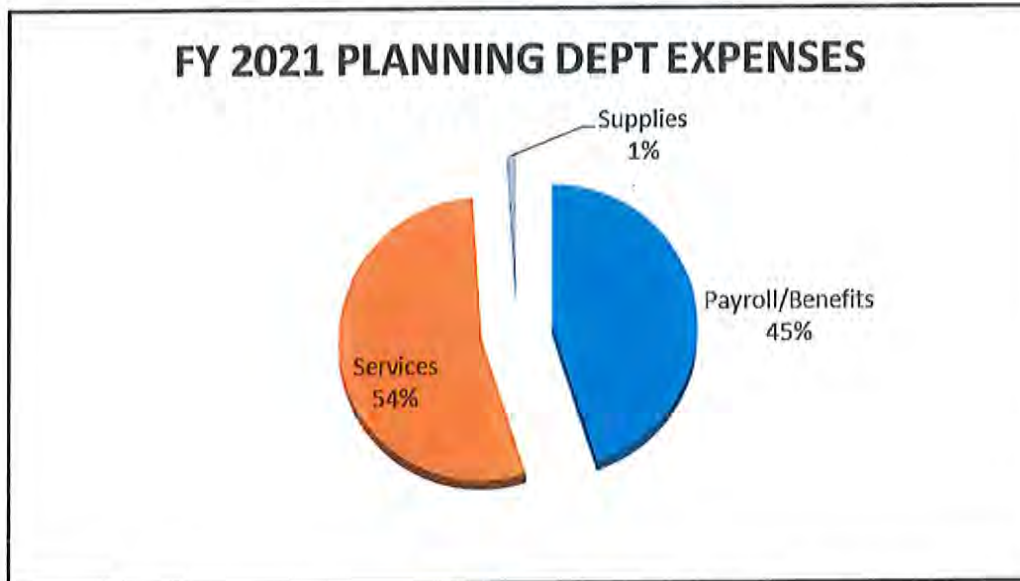
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
GENERAL GOVERNMENT (XX-01-XXXX)							
PAYROLL - TOWN MANAGER	01-01-5012	73,257.54	74,432.00	74,432.00	74,432.00	0.00%	1
PAYROLL - TOWN TREASURER/CLERK	01-01-5014	51,974.08	52,503.30	52,503.30	52,503.00	0.00%	2
PAYROLL - TOWN DEPUTY CLERK	01-01-5015	0.00	0.00	0.00	0.00	#DIV/0!	
MEDICAL AND DISABILITY	01-01-5091	20,716.74	22,850.00	22,850.00	24,000.00	5.03%	3
FICA EXPENSE	01-01-5092	9,578.29	9,690.33	9,710.55	9,710.53	0.00%	
ICMA 401 EXPENSE	01-01-5094	4,955.35	5,223.70	5,077.41	5,077.40	0.00%	
SUPPLIES - OFFICE	01-01-5110	22,196.69	25,000.00	25,000.00	27,500.00	10.00%	
SUPPLIES - COMPUTER AND SUPPORT	01-01-5120	40,740.07	39,000.00	39,000.00	52,500.00	34.62%	
PURCH SERV - TELEPHONE	01-01-5200	14,029.70	9,000.00	12,000.00	12,000.00	0.00%	
PURCH SERV - TOWN MANAGER SUPPORT	01-01-5209	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - UTILITIES	01-01-5210	26,775.68	20,000.00	20,000.00	18,500.00	-7.50%	
PURCH SERV - CUSTODIAL SERVICES	01-01-5211	7,898.00	7,800.00	7,800.00	7,800.00	0.00%	
PURCH SERV - LEGAL AND PROFESSIONAL	01-01-5220	144,580.94	85,000.00	85,000.00	77,500.00	-8.82%	
PURCH SERV - ENGINEER SERVICES	01-01-5221	26,067.72	71,500.00	71,500.00	60,000.00	-16.08%	
PURCH SERV - AUDITOR FEES	01-01-5225	11,500.00	11,500.00	12,000.00	12,000.00	0.00%	
PURCH SERV - ADMIN CONTRACT EXP	01-01-5234	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - DUES, FEES AND TRAINING	01-01-5235	39,248.38	40,375.00	40,375.00	42,500.00	5.26%	
PURCH SERV - EAGLE CO TREASURES FEE	01-01-5236	10,886.70	11,500.00	11,500.00	11,500.00	0.00%	
PURCH SERV - ERFPD IMPACT FEE	01-01-5240	6,282.96	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - LEGAL NOTICES	01-01-5250	7,968.84	7,500.00	7,500.00	7,500.00	0.00%	
PURCH SERV - ELECTIONS	01-01-5255	0.00	2,000.00	2,178.00	0.00	-100.00%	
PURCH SERV - MUNI PARKING/RR LEASE	01-01-5261	20,998.32	24,000.00	24,000.00	24,000.00	0.00%	
PURCH SERV - TV 5	01-01-5280	8,200.00	8,000.00	8,000.00	9,450.00	18.13%	
PURCH SERV - ANIMAL CONTROL	01-01-5285	8,148.00	9,700.00	9,700.00	9,500.00	-2.06%	
PURCH SERV - EQUIPMENT R&M	01-01-5291	38.34	500.00	500.00	500.00	0.00%	
PURCH SERV - COMPUTER R&M	01-01-5292	4,571.68	3,000.00	3,000.00	5,500.00	83.33%	
PURCH SERV - COVID EXPENSE	01-01-5293	0.00	0.00	44,020.00	0.00	-100.00%	
INSURANCE - WORKERS COMP	01-01-5300	9,794.00	11,000.00	8,500.00	10,000.00	17.65%	
INSURANCE -TOWN LIABILITY INS	01-01-5310	24,786.72	27,000.00	25,620.46	27,500.00	7.34%	
INSURANCE - UNEMPLOYMENT	01-01-5320	0.00	0.00	0.00	0.00	#DIV/0!	
INSURANCE - OTHER	01-01-5330	0.00	0.00	0.00	0.00	#DIV/0!	
<b>SUBTOTAL: GENERAL GOVERNMENT</b>		<b>595,194.74</b>	<b>578,074.33</b>	<b>621,766.72</b>	<b>581,472.93</b>	<b>-6.48%</b>	



**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Planning Department Expense**



The Planning Department represents a new position of a full time Staff Planner in-house in addition to a contracted planner to allow for better expertise, service, and cost effectiveness. The Code Enforcement Officer maintains the building permit process, records, and handles enforcement of the municipal code. The department is budgeted at 2FTE for the Planner and Code Enforcement Officer with the contract planner reflected in account 01-02-5215. The intent of this restructure is to provide the citizens and customers with professional planners and an office that is available to the public as questions and concerns arise.

The Planning Department collects design review fees that offset a fraction of the Planning costs. Building permit fees cover additional building inspections and plan reviews.

**Continuous Projects:**

1. Municipal Code Zoning Amendment, Planning & Development
2. Code Enforcement

**Projects of High Priority:**

1. Complete Boneyard Conservation Easement Management Plan and contract with EVLT or Eagle County to hold Conservation Easement  
Budget Update: This project was completed in September 2019. Minturn work to begin implementation as necessary.
2. Speed Limit Consolidation on Highway 24

Budget Update: CDOT has confirmed the approval for the consolidation of speed limits between the “s” curve at the north end of town and Cemetery Rd. Speed limits on both sides of the road will now be 25 mph through this zone. Update speed limit signs are expected to be erected by CDOT during the summer of 2019 and 2020 as part of the Hwy 24 resurfacing project.

3. Quite Title River Parcels to high water mark for town ownership

Budget Update: Project currently pending additional funding and staff bandwidth.

Footnotes:

- 1) The payroll cost includes 2FTE for the Code Enforcement position.
- 2) Allocates funding for the contract Town Planner position.
- 3) Planning Commission members receive \$75 per meeting not to exceed \$150 per month for each of the six-member Commission.

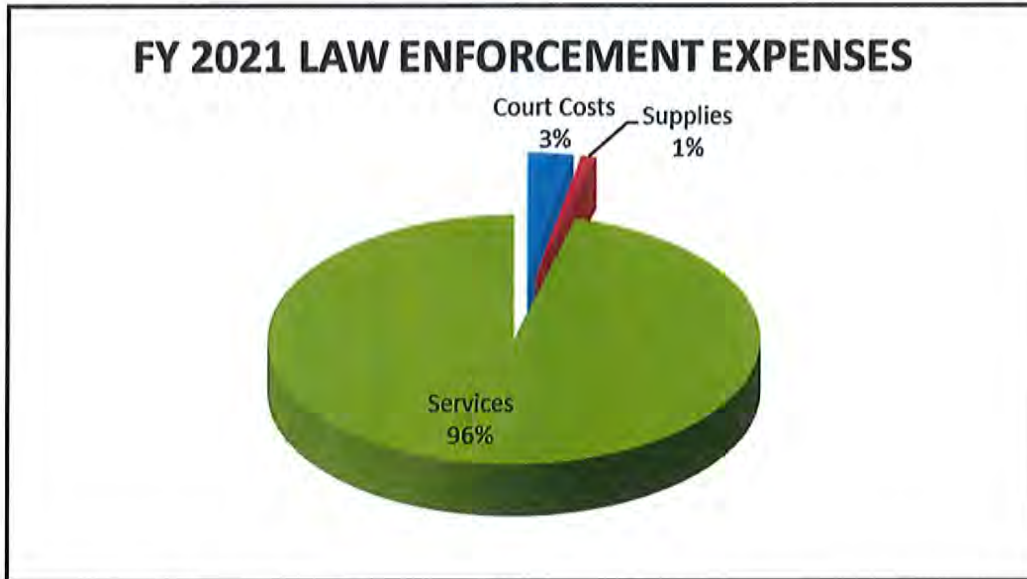
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
PLANNING AND ZONING (XX-02-XXXX)							
PAYROLL - PLANNING STAFF	01-02-5010	0.00	0.00	36,850.00	60,000.00	62.82%	1
PAYROLL - CODE ENFORCEMENT	01-02-5011	50,861.51	50,346.40	50,346.40	50,346.40	0.00%	1
MEDICAL AND DISABILITY	01-02-5091	19,524.18	10,500.00	10,500.00	21,000.00	100.00%	
FICA EXPENSE	01-02-5092	3,890.90	3,852.18	6,670.52	8,441.50	26.55%	
ICMA 401 EXPENSE	01-02-5094	1,660.05	1,956.00	3,487.86	4,413.86	26.55%	
SUPPLIES - OFFICE	01-02-5110	775.58	800.00	800.00	400.00	-50.00%	
SUPPLIES - COMPUTER	01-02-5120	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - BUILDING INSPECTIONS	01-02-5214	42,568.17	20,000.00	20,000.00	30,000.00	50.00%	
PURCH SERV - PLANNER ASSIST	01-02-5215	120,426.70	150,000.00	120,000.00	124,800.00	4.00%	2
PURCH SERV - P&Z COMMISSION	01-02-5216	7,001.10	9,900.00	9,900.00	10,800.00	9.09%	3
PURCH SERV - EXTERIOR ENERGY OFFSETS	01-02-5217	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - COMMUNITY HOUSING FEES	01-02-5218	0.00	0.00	0.00	400.00	#DIV/0!	
PURCH SERV - FEES AND TRAINING	01-02-5235	0.00	500.00	500.00	1,000.00	100.00%	
PURCH SERV - LEGAL NOTICES	01-02-5250	1,000.00	1,000.00	1,000.00	8,000.00	700.00%	
<b>SUBTOTAL: PLANNING AND ZONING</b>		<b>247,708.19</b>	<b>248,854.58</b>	<b>260,054.78</b>	<b>319,601.76</b>	<b>22.90%</b>	

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**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Court and Police Department Expense**



This year the Court Clerk wage is budgeted in the Economic Development Department as the Court Clerk/Economic Coordinator. 2021 reflects all police services within the Town of Minturn to be accommodated by the Eagle County Sheriff's Office operational contract. The Town continues to contract for court judge and to provide court prosecuting attorney services.

Footnotes:

- 1) The FTE is set at 1 to be used as the Court Clerk/Economic Coordinator.
- 2) The policing agreement with the Eagle County Sheriff's Office was renewed in with the 2019 fiscal year. This agreement is scheduled for renewal in 2022.



GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
MUNICIPAL COURT (XX-03-XXXX)							
PAYROLL - TOWN JUDGE	01-03-5010	6,450.00	6,450.00	1,612.50	0.00	-100.00%	
FICA EXPENSE	01-03-5092	493.42	495.00	123.36	0.00	-100.00%	
SUPPLIES - OFFICE	01-03-5110	117.50	150.00	150.00	150.00	0.00%	
PURCHASE SERVICES - ATTORNEY/TRANSLATOR	01-03-5216	7,619.00	8,000.00	10,000.00	14,000.00	40.00%	
PURCHASE SERVICES - EQUIPMENT R&M	01-03-5217	0.00	0.00	0.00	0.00	#DIV/0!	
LAW ENFORCEMENT (XX-04-XXXX)							
PAYROLL - CLERK	01-04-5012	69,950.08	71,018.50	71,018.50	0.00	-100.00%	1
MEDICAL AND DISABILITY	01-04-5091	9,483.48	10,500.00	10,500.00	0.00	-100.00%	
FICA EXPENSE	01-04-5092	5,351.18	5,432.92	5,432.92	0.00	-100.00%	
ICMA 401 EXPENSE	01-04-5095	2,758.08	2,840.74	2,840.74	0.00	-100.00%	
SUPPLIES - OFFICE	01-04-5100	362.13	500.00	500.00	500.00	0.00%	
MEDIA NOTICE AND EMP'EE FEES	01-04-5110	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - COMPUTER/EQUIPMENT	01-04-5120	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-04-5130	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TELEPHONE AND 911	01-04-5200	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - VEHICLE R&M	01-04-5231	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - CODE COMPLIANCE	01-04-5235	0.00	0.00	0.00	850.00	#DIV/0!	
PURCH SERV - PRISONER UPKEEP/SUPPORT TRAINING	01-04-5239	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - VICTIM RESTITUTION	01-04-5240	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - DISPATCH SERVICES	01-04-5245	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - ECO SHERIFF SERVICES	01-04-5246	347,650.32	358,080.00	358,080.00	368,822.00	3.00%	2
PURCH SERV - TRAINING & DEVELOPMENT	01-04-5265	42.00	500.00	500.00	1,000.00	100.00%	
PURCH SERV - UNIFORM PURCH/MAINT	01-04-5271	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT R&M	01-04-5291	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - COMPUTER R&M	01-04-5292	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - VEHICLE LEASE/PURCHASE	01-04-5350	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT LEASE/PURCHASE	01-04-5351	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - GRANT EXPENSE	01-04-5355	0.00	0.00	0.00	0.00	#DIV/0!	
<b>SUBTOTAL: COURT/POLICE</b>		<b>450,277.19</b>	<b>463,967.16</b>	<b>460,758.02</b>	<b>385,322.00</b>	<b>-16.37%</b>	



**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Economic Development and Events:**

The Events and Economic Coordinator/Court Clerk represent 1 FTE.

The funding allocation for the various programs within the Economic Development and Events budget was reduced over 2020 to \$65,000 and some of the programs have been modified.

The primary goal of this budget is to maintain the consistency of events which have come to be expected, while adapting to the need for new or expanded programs. This budget also works to adapt to the requests of local business owners who would like to see more support in their marketing and advertising campaigns.

Objectives: Events and Minturn Arts Fund (Minturn Market – 2021)

- 1) Communications – As emphasized in the 2018-20 Strategic Plan, additional efforts will be sought to further improve communications between town government and the community.
- 2) Events; including the Minturn Summer Concert series – The 2021 Economic Development budget allocates \$15k toward supporting the Minturn Summer Concert series.

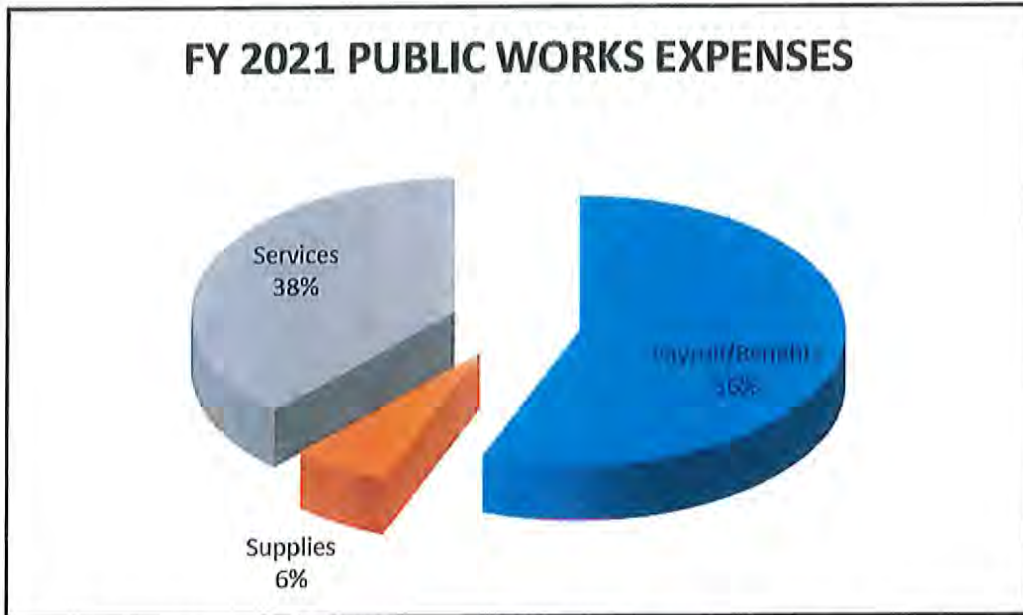
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
ECONOMIC DEVELOPMENT (XX-05-XXXX)							
PAYROLL - ECONOMIC DEVELOPMENT	01-05-5010	0.00	0.00	0.00	71,018.50	#DIV/0!	
MEDICAL AND DISABILITY	01-05-5091	0.00	0.00	0.00	10,750.00	#DIV/0!	
FICA EXPENSE	01-05-5092	0.00	0.00	0.00	5,432.92	#DIV/0!	
ICMA 401 EXPENSE	01-05-5094	0.00	0.00	0.00	2,840.74	#DIV/0!	
PURCH SERV - PROMOTIONS	01-05-5275	85,776.05	75,000.00	75,000.00	65,000.00	-13.33%	
PURCH SERV - EQUIPMENT R&M	01-05-5292	0.00	0.00	0.00	0.00		
<b>SUBTOTAL: EVENTS</b>		<b>85,776.05</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>155,042.16</b>	<b>106.72%</b>	

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**TOWN OF MINTURN  
FISCAL YEAR 2021 BUDGET**

**General Fund: Public Works Department Expense**



The Public Works Department consists of the Public Works Division in the General Fund and the Water Division in the Enterprise Fund. Although reported separately, combined, they represent the largest single department within the Town of Minturn. The combined departments have an FTE allowance of four (4) of which two (2) are funded in the Public Works Division and two (2) are funded in the Water Division as the employees are trained and hold various certifications in each Division. The above graph shows only the Public Works Division as budgeted in the General Fund.

**2021 Objectives**

1. Bridge Maintenance—clean all debris, perform necessary painting of bridge rails and support structure, change guard rails to meet AASHTO standards.
2. Further town wide implementation of the winter Snow Removal Plan.
3. Inventory remaining deficient sidewalks and make improvements with property owner financial participation.

Budget Update: Inventory complete and adjacent property owners provided the opportunity to make the improvements at a reduced cost. No adjacent property owners were willing to pay for needed improvements. Council to review code to determine need of enforcement.

4. Implementation of an updated Capital Improvements Plan

**Footnotes:**

- 1) A tool allowance is included in the Department budget as a function of the instituted Capital Improvement Plan.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
<b>PUBLIC WORKS</b>							
PAYROLL - STAFF	01-06-5011	116,148.00	116,688.00	116,688.00	116,813.00	0.11%	
PAYROLL - OVERTIME	01-06-5011	9,198.04	6,000.00	6,000.00	10,000.00	66.67%	
MEDICAL AND DISABILITY	01-06-5091	45,264.50	50,000.00	50,000.00	51,100.00	2.20%	
FICA EXPENSE	01-06-5092	9,588.98	9,385.63	9,385.63	9,701.19	3.36%	
ICMA 401 EXPENSE	01-06-5094	3,344.79	4,907.52	4,907.52	5,072.52	3.36%	
<b>SUPPLIES - OFFICE</b>							
SUPPLIES - OFFICE	01-06-5100	0.00	500.00	500.00	500.00	0.00%	
SUPPLIES - TOOLS	01-06-5120	1,161.42	2,000.00	2,000.00	5,000.00	150.00%	1
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-06-5130	7,198.85	10,000.00	10,000.00	10,000.00	0.00%	
SUPPLIES - GENERAL	01-06-5140	2,039.89	5,000.00	5,000.00	5,000.00	0.00%	
<b>PURCH SERV - TELEPHONE</b>							
PURCH SERV - TELEPHONE	01-06-5200	1,858.35	3,000.00	3,000.00	4,000.00	33.33%	
<b>PURCH SERV - UTILITIES/STREET LIGHTS</b>							
PURCH SERV - UTILITIES/STREET LIGHTS	01-06-5210	24,046.55	27,500.00	27,500.00	27,500.00	0.00%	
<b>PURCH SERV - VEHICLE R&amp;M</b>							
PURCH SERV - VEHICLE R&M	01-06-5231	9,951.35	5,000.00	5,000.00	5,000.00	0.00%	
<b>PURCH SERV - TRAINING &amp; DEVELOPMENT</b>							
PURCH SERV - TRAINING & DEVELOPMENT	01-06-5265	230.00	1,250.00	1,250.00	1,250.00	0.00%	
<b>PURCH SERV - PUBLIC BUILDING R&amp;M</b>							
PURCH SERV - PUBLIC BUILDING R&M	01-06-5290	10,166.67	11,000.00	11,000.00	15,000.00	36.36%	
<b>PURCH SERV - EQUIPMENT R&amp;M</b>							
PURCH SERV - EQUIPMENT R&M	01-06-5291	10,114.42	6,000.00	8,000.00	6,000.00	-25.00%	
<b>PURCH SERV - COMPUTER R&amp;M</b>							
PURCH SERV - COMPUTER R&M	01-06-5292	0.00	0.00	0.00	0.00	#DIV/0!	
<b>PURCH SERV - VEHICLE LEASE/PURCHASE</b>							
PURCH SERV - VEHICLE LEASE/PURCHASE	01-06-5350	0.00	0.00	0.00	0.00	#DIV/0!	
<b>PURCH SERV - EQUIPMENT LEASE/PURCHASE</b>							
PURCH SERV - EQUIPMENT LEASE/PURCHASE	01-06-5351	0.00	0.00	0.00	0.00	#DIV/0!	
<b>PURCH SERV - STREET/SIDEWALK MAINTENANCE</b>							
PURCH SERV - STREET/SIDEWALK MAINTENANCE	01-06-5352	25,123.60	20,000.00	30,000.00	50,000.00	66.67%	
<b>PURCH SERV - TOWN AND PARK SIGNAGE</b>							
PURCH SERV - TOWN AND PARK SIGNAGE	01-06-5356	3,563.16	2,500.00	2,500.00	0.00	-100.00%	
<b>PURCH SERV - PARKS AND LANDSCAPING</b>							
PURCH SERV - PARKS AND LANDSCAPING	01-06-5357	21,425.59	23,500.00	23,500.00	41,000.00	74.47%	
<b>SUBTOTAL: PUBLIC WORKS</b>		<b>300,424.16</b>	<b>304,231.15</b>	<b>316,231.15</b>	<b>362,936.71</b>	<b>14.77%</b>	
<b>TOTAL: GENERAL FUND EXP.</b>		<b>1,705,331.80</b>	<b>1,695,879.62</b>	<b>1,759,563.07</b>	<b>1,829,627.96</b>	<b>3.98%</b>	

**TOWN OF MINTURN  
FISCAL YEAR 2019 BUDGET**

**General Fund: Additional Expenses**

Footnotes:

- 1) Account 01-07-6100 is used to transfer funds between the other funds. A detailed list is included within the budget of the required transfers between all funds in the General Ledger.
- 2) Account 01-09-8000 is used for General Fund Capital Outlay as part of the instituted Capital Improvement Plan. A detailed list is included within the budget for these expenses. Funding is deficient and Staff will address items as funding allows.
- 3) Account 01-09-800X are new accounts that will assist to better detail the special capital projects and grants that are planned each year.

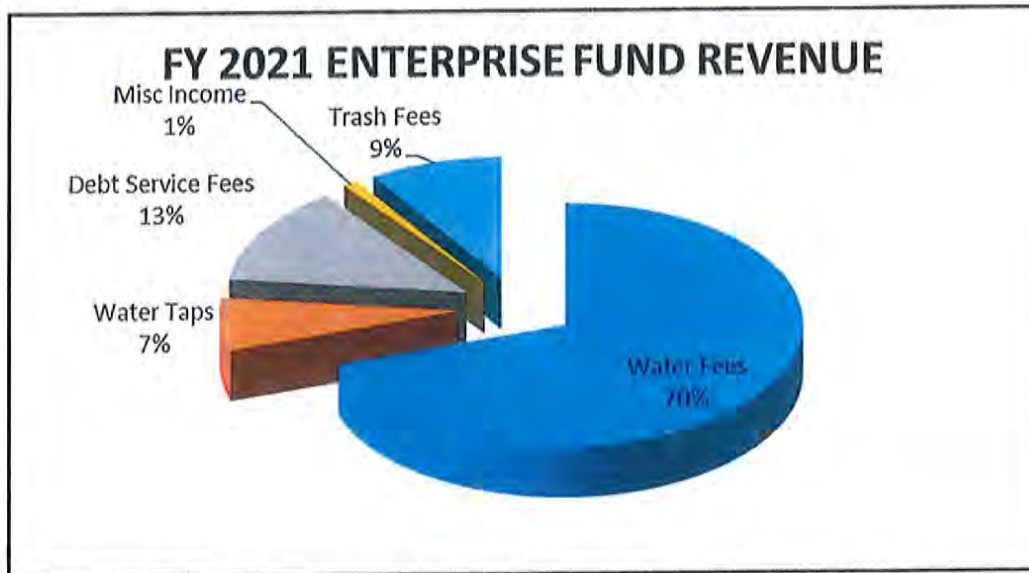


GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2019	FT NOTES
TRANSFER TO OTHER FUND	01-07-6100	50,595.30	0.00	0.00	0.00		1
EMP'EE WAGE POOL		0.00	6,115.00	6,115.00	0.00		
CAPITAL OUTLAY - GENERAL FUND	01-09-8000	62,286.82	3,000.00	3,000.00	0.00		2
CAPITAL OUTLAY - SPEC PROJECTS - BIKE BRIDGE	01-09-8001	0.00	0.00	0.00	50,000.00		
CAPITAL OUTLAY - SPEC PROJECTS - RR AVE	01-09-8003	0.00	0.00	0.00	0.00		
CAPITAL OUTLAY - SPEC PROJECTS - NORMAN ST	01-09-8004	0.00	0.00	0.00	0.00		
CAPITAL OUTLAY - SPEC PROJECTS - ENTRYWAY	01-09-8005	0.00	0.00	0.00	0.00		
CAPITAL OUTLAY - SPEC PROJECTS - SO MINTURN EASEME	01-09-8006	0.00	0.00	0.00	0.00		
CAPITAL OUTLAY - SPEC PROJECTS - TAP #1 GRANT	01-09-8007	1,227,828.86	0.00	150,000.00	0.00		
CAPITAL OUTLAY - SPEC PROJECTS - TAP #2 GRANT	01-09-8007	0.00	0.00	0.00	0.00		3
CAPITAL OUTLAY - SPEC PROJECTS - DOWD JCT PARCELL	01-09-8008	31,104.51	0.00	0.00	0.00		
	<b>TOTAL REV</b>	<b>2,978,288.63</b>	<b>1,741,215.00</b>	<b>1,908,157.00</b>	<b>1,943,649.00</b>	<b>1.86%</b>	
	<b>TOTAL EXP</b>	<b>3,077,147.29</b>	<b>1,704,994.62</b>	<b>1,918,678.07</b>	<b>1,879,627.96</b>	<b>-2.04%</b>	
	<b>NET GAIN/(LOSS)</b>	<b>-98,858.66</b>	<b>36,220.38</b>	<b>-10,521.07</b>	<b>64,021.04</b>		
BIKE PATH BRIDGE-FUNDED 01-09--8001					\$0.00		
BIKE PARK MAINTENANCE-FUNDED 01-06-5357					\$0.00		
INCREASE FUND RESERVES					UNKNOWN		
LAND EASEMENT-STATE LAND BOARD ROW					-\$35,000.00		
NAIOP/DOWD JCT-MASTERPLAN FOR DOWD JCT					-\$45,000.00		
MFC RETROFIT					-\$15,000.00		
PUB WRKS SNOW REMOVAL CONTRACT					-\$30,000.00		
QUITE TITLE-RIVER LAND					-\$60,000.00		
COMMUNITY PLAN UPDATE					-\$40,000.00		

## TOWN OF MINTURN FISCAL YEAR 2021 BUDGET

### Enterprise Fund: Revenue



The Enterprise Fund consists of the Water Works Division, the contracted Town wide citizen trash removal program, and the Town wide recycle program. This Fund was restructured to remove the Parks and Recreation Department and place it in the General Fund. The Enterprise Fund is facing a period of major renovation and construction and has developing a thorough Capital Improvements Plan and construction schedule. This plan development effort will include increased fees and in 2021 the Enterprise Fund is planned to issue debt. The Enterprise Fund budget reflects the issuance of debt and the corresponding expenditures. This program is detailed fully in supporting documentation within the budget.

#### Footnotes:

- 1) 2021 Water Use fees are based on a Single-Family Equivalent (SFE) and include a base rate, a pay by use fee per 1,000gal. This base fee is the same regardless of Residential or Commercial. Water and Trash fees are budgeted based on the CIP requirements for the Water Plant and System upgrades. Although rates have not been set it is anticipated the Eagle River Water and Sanitation District water users will see a 5-8% rate increase as has been the case annually with its rates.
- 2) Residential Tap Fees for FY2021 are set at \$5,441.10 per tap plus a System Improvement Fee based on a tiered structure which is similar in comparison to the Eagle River Water and Sanitation District. The Tap Fees represent a 5% increase over 2020 and are also what was directed as the recommended course from Ehlers Consultants. Annually rates for residential tap and SIF fees will be reviewed annually. Additionally, Commercial tap fees will be reviewed and adjusted to match the ERWSD commercial rates.

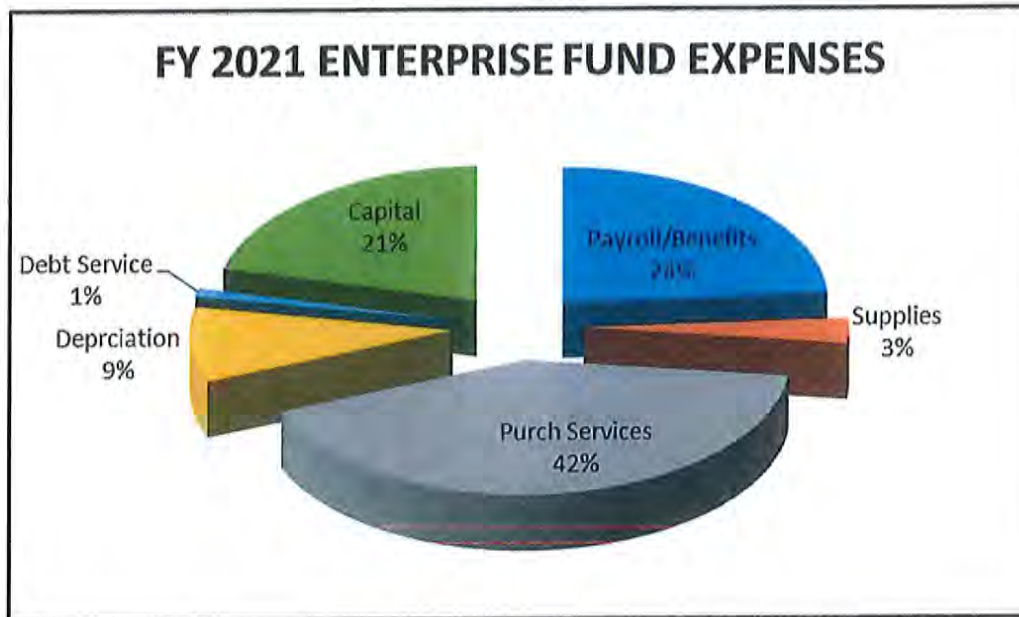
WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 02: WATER-SEWER-REC FUND							
REVENUE							
WATER USER FEES	02-00-4210	854,834.56	926,235.00	900,235.00	1,121,057.00	24.53%	1
WATER USER DEBT SERVICE FEES	02-00-4220	15,697.13	64,294.00	54,294.00	204,884.00	277.36%	
WATER METERS & INSTALLS	02-00-4240	1,035.00	0.00	0.00	0.00	#DIV/0!	
MISCELLANEOUS REVENUE	02-00-4275	11,900.00	19,000.00	19,000.00	19,000.00	0.00%	
TAP FEES - CAPITAL REVENUES	02-00-4320	21,160.78	40,000.00	40,000.00	40,000.00	0.00%	2
TAP FEES - CASH IN LIEU OF WATER FEE	02-00-4321	22,358.00	40,000.00	40,000.00	40,000.00	0.00%	2
TAP FEES - SYSTEM IMPROVEMENT FEES	02-00-4322	51,456.03	40,000.00	40,000.00	40,000.00	0.00%	2
GARBAGE COLLECTION FEES	02-00-4330	121,983.22	115,000.00	120,000.00	122,000.00	1.67%	1
GOCO GRANT - PARKS	02-00-4565	0.00	0.00	0.00	0.00	#DIV/0!	
GRANTS - REDI GRANT Dowd Jct water line	02-00-4566	0.00	0.00	0.00	0.00	#DIV/0!	
TRANSFER FROM OTHER FUNDS	02-00-4570	-21,683.70	0.00	0.00	0.00	#DIV/0!	
WATER FUND-BOND PROCEEDS	02-00-4575	0.00	0.00	0.00	2,000,000.00	#DIV/0!	
TRANS FROM CARRY FORWARD-ESTIMATED		0.00	0.00	0.00		#DIV/0!	
<b>SUBTOTAL: REVENUE</b>		<b>1,078,741.02</b>	<b>1,244,529.00</b>	<b>1,213,529.00</b>	<b>3,586,941.00</b>	<b>195.58%</b>	



**TOWN OF MINTURN  
FISCAL YEAR 2020 BUDGET**

**Enterprise Fund: Expense**



As previously noted, the Public Works Department including the Water division in the Enterprise Fund combined is the largest single department in the Town of Minturn. The combined departments have an FTE allowance of four (4) of which two (2) are in each: Public Works and Water as the employees are trained and hold various certifications in each Division. The segregation between the two Funds has been established using actual payroll data and costs. The above graph shows only the Water Works portion and does not include the new issuance of debt.

**Enterprise Fund – 2021 Objectives**

1. Implementation of the Capital Improvements Plan developed by Ehlers Consulting.

**Footnotes:**

- 1) Account 02-06-5247 includes the cost of the contracted service for the supervision of the water treatment process and other engineering needs.
- 2) Account 02-06-5352 includes cost for a gauging station on Cross Creek shared with Battle Mountain Development and CBS/Viacom, 20acre feet and 5acre feet from the Colorado River District, and the ERWSD settlement agreement.
- 3) Depreciation is again this year being budgeted as an expense in order to best maintain our reserves in the Enterprise Fund for use in the implementation of the CIP plan
- 4) Account 02-09-8003 reflects expenses related to the issuance of new debt and the associated CIP needs.

WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
EXPENSES							
PAYROLL - REGULAR	02-06-5010	125,290.48	121,929.60	121,929.60	121,900.00	-0.02%	
PAYROLL - NON PLANT	02-06-5011	81,941.56	82,403.00	82,403.00	86,403.00	4.85%	
PAYROLL - OVERTIME	02-06-5017	8,017.84	12,000.00	12,000.00	12,000.00	0.00%	
MEDICAL AND DISABILITY	02-06-5091	55,857.75	61,000.00	61,000.00	63,500.00	4.10%	
FICA EXPENSE	02-06-5092	16,151.99	16,822.32	16,549.44	16,247.86	-1.82%	
ICMA 401 EXPENSE	02-06-5094	8,018.51	8,795.99	8,653.30	8,495.62	-1.82%	
SUPPLIES - OFFICE/LAB	02-06-5100	21,165.40	15,000.00	15,000.00	15,000.00	0.00%	
SUPPLIES - VEHICLE FUEL AND SUPPLIES	02-06-5130	6,765.27	10,000.00	10,000.00	10,000.00	0.00%	
SUPPLIES - GENERAL	02-06-5140	5,300.50	5,000.00	5,000.00	5,000.00	0.00%	
SUPPLIES - TOOLS	02-06-5150	2,613.40	5,000.00	5,000.00	5,000.00	0.00%	
SUPPLIES - WATER METERS & INSTALL	02-06-5160	0.00	0.00	105,000.00	0.00	-100.00%	
PURCH SERV - TELEPHONE	02-06-5200	2,599.80	2,500.00	2,500.00	2,500.00	0.00%	
PURCH SERV - UTILITIES	02-06-5210	9,862.46	12,500.00	12,500.00	12,500.00	0.00%	
PURCH SERV - LEGAL SERV (GENERAL)	02-06-5220	87,845.88	60,000.00	60,000.00	60,000.00	0.00%	
PURCH SERV - VEHICLE R&M	02-06-5231	9,667.85	6,000.00	6,000.00	6,000.00	0.00%	
PURCH SERV - ENGINEERING CONTRACTS	02-06-5247	203,601.12	150,000.00	150,000.00	150,000.00	0.00%	1
PURCH SERV - TRAINING & DEVELOPMENT	02-06-5265	1,285.58	1,250.00	1,250.00	1,250.00	0.00%	
PURCH SERV - UNIFORM PURCH/MAINT	02-06-5271	1,195.29	1,000.00	1,000.00	1,000.00	0.00%	
PURCH SERV - EQUIPMENT R&M	02-06-5291	5,708.79	6,000.00	6,000.00	6,000.00	0.00%	
PURCH SERV - WATER PLANT/SYSTEM R&M	02-06-5293	54,104.47	40,000.00	135,000.00	40,000.00	-70.37%	
PURCH SERV - ANNUAL H2O RIGHTS MAINT	02-06-5352	123,367.50	128,000.00	128,000.00	132,500.00	3.52%	2
PURCH SERV - GARBAGE CONTRACT SERVICES	02-06-5353	97,069.48	100,000.00	100,000.00	100,000.00	0.00%	
PURCH SERV - ERWSD CONTRACT SERVICES	02-06-5354	12,000.00	12,000.00	12,360.00	12,750.00	3.16%	
PURCH SERV - DUMP FEES	02-06-5355	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TOWN AND PARK SIGNS	02-06-5356	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - PARKS AND FLOWERS ON MAIN ST	02-06-5357	0.00	0.00	0.00	0.00	#DIV/0!	
DEPRECIATION EXPENSE	02-06-6000	108,200.00	108,200.00	84,350.00	108,200.00	28.28%	3
DEBT REDUCTION REPAYMENT					0.00		
<b>SUBTOTAL: OPERATION EXPENSES</b>		<b>1,047,630.92</b>	<b>965,400.91</b>	<b>1,141,495.34</b>	<b>976,246.48</b>	<b>-14.48%</b>	

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WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
ASSET MANAGEMENT PLAN							
MALOIT PARK-MOSQUITO CONTROL	02-07-6001	1,550.00	1,550.00	4,000.00	4,000.00	0.00%	
GRANT-COUNT - EAGLE PARK RESTROOMS	02-07-6002	0.00	0.00	0.00	0.00	#DIV/0!	
DEBT SERVICE							
PRINCIPAL - 97 \$260k RD B	02-08-7980	5,885.00	6,174.69	6,174.69	6,479.37	4.93%	
INTEREST - 97 \$260k RD B	02-08-7981	8,955.80	8,666.11	8,666.11	8,361.43	-3.52%	
<b>SUBTOTAL: LONG-TERM &amp; ASSET MGMT</b>		<b>16,390.80</b>	<b>16,390.80</b>	<b>18,840.80</b>	<b>18,840.80</b>	<b>0.00%</b>	
CAPITAL							
CAPITAL OUTLAY - WATER FUND	02-09-8000	1,500.00	131,345.00	131,345.00	28,000.00	-78.68%	
CAPITAL OUTLAY - BOLTS LAKE	02-09-8001	1,382.70	50,000.00	50,000.00	0.00	-100.00%	
CAPITAL OUTLAY - WATER PLANT CIP	02-09-8003	0.00	0.00	0.00	250,000.00	#DIV/0!	
CAPITAL OUTLAY - WATER TANK(S) CIP	02-09-8003	0.00	0.00	0.00	2,000,000.00	#DIV/0!	
CAPITAL OUTLAY - WELL 4 WATER LINE	02-09-8004	0.00	0.00	0.00	0.00	#DIV/0!	
CAPITAL OUTLAY - GIS SYSTEM	02-09-8004	0.00	0.00	0.00	15,000.00	#DIV/0!	
	<b>TOTAL REV</b>	<b>\$1,078,741.02</b>	<b>\$1,244,529.00</b>	<b>\$1,213,529.00</b>	<b>\$3,586,941.00</b>	<b>195.58%</b>	
	<b>TOTAL EXP</b>	<b>\$1,066,904.42</b>	<b>\$1,163,136.71</b>	<b>\$1,341,681.14</b>	<b>\$3,288,087.28</b>	<b>145.07%</b>	
	<b>NET GAIN/(LOSS)</b>	<b>\$11,836.60</b>	<b>\$81,392.29</b>	<b>-\$128,152.14</b>	<b>\$298,853.72</b>		

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CTF FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET
FUND 03: CONSERVATION TRUST					
REVENUE					
CTF REVENUE	03-00-4010	12,097.67	10,000.00	10,000.00	10,000.00
LITTLE BEACH PARK FUND	03-00-4015	0.00	0.00	0.00	0.00
INVESTMENT EARNED	03-00-4540	915.31	925.00	925.00	400.00
EXPENSES					
CTF EXPENDITURES	03-00-5140	8,485.81	25,000.00	25,000.00	10,000.00
CAPITAL OUTLAY	03-00-5390	0.00	0.00	0.00	0.00
LITTLE BEACH PARK FUND	03-00-5395	0.00	0.00	0.00	0.00
TRANS TO OTHER FUNDS	03-00-6100	0.00	0.00	0.00	0.00
Total Revenue		13,012.98	10,925.00	10,925.00	10,400.00
Total Expense		8,485.81	25,000.00	25,000.00	10,000.00
Net Income/(Expense)		4,527.17	-14,075.00	-14,075.00	400.00
Est. Ending Fund Balance		29,904.00	-	15,829.00	16,229.00

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BUILDING FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 04: BUILDING FUND							
REVENUE							
CERTIFICATES OF PARTICIPATION PROCEEDS	04-00-4000	0.00	0.00	0.00	0.00	#DIV/0!	
ESCROW RESERVE PROCEEDS		0.00	205,000.00	204,737.00	0.00	-100.00%	
RENT - POST OFFICE	04-00-4512	141,000.00	141,000.00	141,000.00	107,862.00	-23.50%	
RENT - APARTMENTS	04-00-4513	23,800.00	24,000.00	24,000.00	26,400.00	10.00%	
INVESTMENT EARNED	04-00-4540	3,418.27	500.00	500.00	500.00	0.00%	
TRANSFER FROM OTHER FUNDS	04-00-4570	72,279.00	-129,587.50	-129,587.50	-77,368.00	-40.30%	
OTHER REVENUE	04-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
PURCHASE SERVICES - CONSTRUCTION	04-01-5249	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - BUILDING R&M	04-01-5250	0.00	0.00	0.00	53,500.00	#DIV/0!	
PURCHASE SERVICES - BANK FEES	04-01-5251	2,000.00	2,000.00	0.00	0.00	#DIV/0!	
DEPRECIATION EXPENSE	04-01-6000	0.00	0.00	0.00	0.00		
DEBT SERVICE							
PRINCIPAL - TOWN CENTER	04-08-7990	225,000.00	230,000.00	230,000.00	0.00	-100.00%	
INTEREST - TOWN CENTER	04-08-7991	17,350.00	8,912.50	1,832.01	0.00	-100.00%	
PURCHASE SERVICES-COST OF ISSUANCE	04-08-7992	0.00	0.00	0.00	0.00		
PURCHASE SERVICES-PAYMENT TO FISCAL AGE	04-08-7993	0.00	0.00	0.00	0.00		
TOTAL REVENUE		240,497.27	240,912.50	240,649.50	57,394.00	-76.15%	
TOTAL EXPENSE		244,350.00	240,912.50	231,832.01	53,500.00	-76.92%	
NET INCOME/(EXPENSE)		-3,852.73	0.00	8,817.49	3,894.00		
ENDING FUND BALANCE		0.00	0.00	8,817.49	12,711.49		
CASH RESERVE		205,000.00	0.00	0.00	12,711.49		

MINTURN MARKET FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 05:MINTURN MARKET FUND							
REVENUE							
PARTICIPATION REVENUE	05-00-4591	46,722.50	56,000.00	56,000.00	50,000.00	-10.71%	
SPONSORSHIP & DONATIONS	05-00-4592	10,250.00	8,500.00	6,500.00	0.00	-100.00%	
SALES AND PROMOTIONS	05-01-4593	317.00	0.00	0.00	0.00	#DIV/0!	
INVESTMENT EARNED	05-00-4540	1.35	0.00	0.00	0.00	#DIV/0!	
TRANSFER FROM OTHER FUNDS	05-00-4570	0.00	0.00	0.00	0.00	#DIV/0!	
OTHER REVENUE/GRANTS	05-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
SUPPLIES - GENERAL	05-01-5100	19,232.61	17,000.00	19,500.00	17,000.00	-12.82%	
SUPPLIES - PROMOTIONAL	05-01-5105	16,903.00	17,500.00	17,000.00	16,500.00		
SUPPLIES - CONTRACT LABOR	05-01-5110	18,960.12	30,000.00	19,500.00	16,500.00	-15.38%	
PURCHASE SERVICES - ADVERTISE	05-01-5201	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - PROMOTION	05-01-5202	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL INCOME		57,290.85	64,500.00	62,500.00	50,000.00	-20.00%	
TOTAL EXPENSE		55,095.73	64,500.00	56,000.00	50,000.00	-10.71%	
NET INCOME/(EXPENSE)		2,195.12	0.00	6,500.00	0.00	-100.00%	



CAPITAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 06: CAPITAL FUND							
REVENUE							
CONSTRUCTION USE TAX PROCEEDS	06-00-4000	83,277.56	100,000.00	100,000.00	100,000.00	0.00%	
CAP FUND-REV & GRANT PROCEEDS	06-00-4010	0.00	0.00	0.00	0.00	#DIV/0!	
INVESTMENT EARNED	06-00-4540	6,114.45	4,500.00	500.00	4,500.00	800.00%	
TRANSFER FROM OTHER FUNDS	06-00-4570	0.00	129,588.00	129,588.00	77,368.00	-40.30%	
GRANTS AND OTHER REVENUE	06-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
PURCHASE SERVICES - PARKS/REC CENTER	06-01-5220	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - PUBLIC WORKS	06-01-5247	0.00	3,000.00	3,000.00	41,600.00	1286.67%	
PURCHASE SERVICES - RIVER RESTORATION	06-01-5248	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - VEHICLES/EQUIPMENT	06-01-5249	0.00	128,345.00	128,345.00	28,000.00	-78.18%	
BMR FUNDS - LITTLE BEACH PARK	06-01-5310	0.00	0.00	260,000.00	260,000.00		
			0.00				
BMR FUNDS - MINTURN FITNESS CENTER	06-01-5311	0.00		0.00	0.00		
BMR FUNDS - LAND PURCHASE		0.00		0.00	0.00		
DEBT SERVICE							
PRINCIPAL	06-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST	06-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL REVENUE		89,392.01	234,088.00	230,088.00	181,868.00	-20.96%	
TOTAL EXPENSE		0.00	131,345.00	391,345.00	329,600.00	-15.78%	
NET INCOME/(EXPENSE)		89,392.01	102,743.00	-161,257.00	-147,732.00	-8.39%	



GID FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 07: GENERAL IMPROVEMENT DIST FUND							
REVENUE							
BMR REVENUE	07-00-4575	0.00	0.00	0.00	0.00		
OTHER REVENUE	07-00-4597	0.00	0.00	0.00	0.00		
EXPENSES							
PURCHASE SERVICES - LEGAL AND ACCOUNTING	07-01-5160	0.00	250.00	250.00	250.00		
DEBT SERVICE							
PRINCIPAL	07-08-7990	0.00	0.00	0.00	0.00		
INTEREST	07-08-7991	0.00	0.00	0.00	0.00		
TOTAL REVENUE		0.00	0.00	0.00	0.00		
TOTAL EXPENSE		0.00	250.00	250.00	250.00		
NET INCOME/(EXPENSE)		0.00	-250.00	-250.00	-250.00		
ENDING FUND BALANCE		3,048.00	2,798.00	2,798.00	2,548.00		
CASH RESERVE		3,048.00	2,798.00	2,798.00	2,298.00		

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**MINTURN GENERAL IMPROVEMENT DISTRICT  
PROPOSED BUDGET  
GENERAL FUND  
FOR THE YEAR ENDING DECEMBER 31, 2021**

	ACTUAL 2019	EST YE 2020	PROPOSED 2021
Beginning Funds Available	\$3,048	\$3,048	\$2,799
Revenue			
Property Taxes	\$0	\$0	\$0
Specific Ownership Taxes	\$0	\$0	\$0
Developer Advance	\$0	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0
Total Revenue	\$0	\$0	\$0
Total Funds Available	\$3,048	\$3,048	\$2,799
Expenditures			
Accounting	\$0	\$0	\$0
Insurance	\$0	\$0	\$0
SDA Dues	\$0	\$0	\$0
Legal	\$0	\$250	\$250
District Management (Town Staff)	\$0	\$0	\$0
Reimbursement of ending Fund Balance to Developer	\$0	\$0	\$0
Operations and Maintenance of Public Improvements	\$0	\$0	\$0
Total Expenditures	\$0	\$250	\$250
Emergency Reserve	-	-	-
Total Expenditures Requiring Appropriation	\$0	\$250	\$250
Ending Funds Available	\$3,048	\$2,799	\$2,549

SCHOLARSHIP FUND  
INFORMATIONAL ONLY

DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 08: SCHOLARSHIP FUND							
REVENUE							
BMR SCHOLARSHIP	08-00-4100	0.00	0.00	0.00	0.00	#DIV/0!	
MINTURN SCHOLARSHIP FUND	08-00-4200	0.00	0.00	0.00	0.00	#DIV/0!	
INVESTMENT EARNED	08-00-4540	37,362.20	10,000.00	10,000.00	10,000.00	0.00%	
EXPENSES							
BMR SCHOLARSHIP AWARDS	08-01-5300	6,540.72	6,600.00	6,600.00	6,600.00		
LEGAL AND ACCOUNTING	08-02-5300	0.00	500.00	500.00	500.00		
TOTAL REVENUE		37,362.20	10,000.00	10,000.00	10,000.00	0.00%	
TOTAL EXPENSE		6,540.72	7,100.00	7,100.00	7,100.00	0.00%	
NET INCOME/(EXPENSE)		30,821.48	2,900.00	2,900.00	2,900.00	0.00%	
ENDING FUND BALANCE		317,713.00		320,613.00	323,513.00		

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DESCRIPTION	ACCOUNT NUMBER	12/31/2019 TRIAL BALANCE	FY2020 BUDGET	2020 EST YEAR END BALANCE	PROPOSED 2021 BUDGET	% CHANGE FROM EST 2020	FT NOTES
FUND 09: BATTLE MTN RESORT FUND							
REVENUE							
BMR - REVENUE	09-00-4000	0.00	100,000.00	0.00	100,000.00	#DIV/0!	
INVESTMENT EARNED	09-00-4540	4,415.62	2,500.00	1,000.00	2,500.00	150.00%	
GRANTS AND OTHER REVENUE	09-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
BMR - STREET SCAPE	09-01-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - TOWN ADMINISTRATIVE COSTS	09-02-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - LEGAL & CONSULTING (\$200K)	09-03-5100	89,240.61	100,000.00	0.00	100,000.00	#DIV/0!	
BMR - LEGAL & CONSULTING (\$250K)	09-03-5100	1,340.64	0.00	0.00	0.00	#DIV/0!	
BMR - RECREATION CENTER	09-04-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - OTHER RECREATION USE	09-04-5120	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - RECREATION PATH	09-04-5140	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - LAND PURCHASE	09-05-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - WATER INFRASTRUCTURE	09-06-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - WATER STORAGE	09-06-5120	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - TRANSFER TO OTHER FUND	09-04-6100	0.00	0.00	0.00	0.00	#DIV/0!	
DEBT SERVICE							
PRINCIPAL	09-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST	09-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL REVENUE		4,415.62		1,000.00	102,500.00	10150.00%	
TOTAL EXPENSE		90,581.25		0.00	100,000.00	#DIV/0!	
NET INCOME/(EXPENSE)		-86,165.63		1,000.00	2,500.00	150.00%	



FOOT NOTES

2021 BUDGET	
FOOT NOTES	
FOOT NOTE NUMBER	DESCRIPTION
PG 15 - 1	Property taxes are calculated on the Town wide 17.934 mill levy. This year's assessment reflects a reassessment of real property values and will equate to an increase of \$5,580 over 2020 in collections as result of the assessment rates on residential and commercial values.
PG 15 - 2	The Sales Tax budget for 2021 is based on the 2018 actual and 2020 estimated collections; we anticipate sales tax collections to be up slightly. It is important to note the Town has seen a positive growth in the number of businesses in Town and on-line and our sales tax collections reflect this growth. In light of the historically strong growth in 2019 and the COVID-19 Pandemic in 2020 sales tax is estimated very conservatively.
PG 15 - 3	Building Permits net an income to the Town of 25% over the cost of the building inspection services. Historically, not once have we warranted hiring in-house for this service.
PG 15 - 4	The Town has a number of land leases for a diversified income source of \$129,400.
PG 16 - 5	The town no longer receives a monthly stipend income from Battle Mtn. All expenses will be billed as necessary.
PG 16 - 6	Real Estate Transfers within the Town are assessed a 1% tax on the value of the sale. This revenue continues to improve as the economy recovers.
PG 21 - 1	The Town Manager wage is based on full time and shared 70/30 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study.
PG 21 - 2	The Town Treasurer/Clerk's wage is based on full time and shared 70/30 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study..
PG 21 - 3	Employee insurance benefits: The Town employee insurance coverage includes coverage for the employee and his/her immediate family for medical, dental, and vision, AD&D, and provides \$20,000 in life insurance. All coverages are reviewed on an annual basis and bid as necessary.
PG 24 - 1	The payroll cost includes 2FTE for the Planner and Code Enforcement/Administrative Assistant positions.
PG 24 - 2	Allocates funding for contracted planning services.
PG 24 - 3	Planning Commission members receive \$75 per meeting not to exceed \$150 per month for each of the six member Commission.
PG 26 - 1	The FTE is set at 1 to be used as the Court Clerk and Economic Development Director.
PG 26 - 2	The policing agreement with the Eagle County Sheriff's Office was renewed in with the 2019 fiscal year. This agreement is scheduled for renewal in 2022.
PG 30 - 1	A tool allowance is included in the Department budget as a function of the instituted Capital Improvement Plan.
PG 32 - 1	Account 01-07-6100 is used to transfer funds between the other funds. A detailed list is included within the budget of the required transfers between all funds.
PG 32 - 2	Account 01-09-8000 is used for General Fund Capital Outlay as part of the instituted Capital Improvement Plan. A detailed list is included within the budget for these expenses.
PG 32 - 3	Account 01-09-800X are new accounts that will assist to better detail the special capital projects and grants that are planned each year.
PG 34 - 1	2021 Water Use fees are based on a Single-Family Equivalent (SFE) and include a base rate, a debt service fee, and a pay by use fee per 1,000. This base fee is the same regardless of Residential or Commercial. Water fees are budgeted based on the CIP requirements for the Water Plant and System upgrades. Although rates have not been set it is anticipated the Eagle River Water and Sanitation District water users will see a 5-8% rate increase as has been the case annually with its rates.
PG 34 - 2	Residential Tap Fees are set at \$5,182 per tap plus a System Improvement Fee based on a tiered structure which is similar in comparison to the Eagle River Water and Sanitation District. This will allow similar fees and like comparisons for water and sewer services. Annually rates for residential tap and SIF fees will be reviewed annually. Additionally, Commercial tap fees will be reviewed and adjusted to match the ERWSD commercial rates.
PG 34 - 3	It is anticipated the Enterprise Fund will issue debt bonds in 2021 to fund necessary CIP projects for the Water Plant and System. This amount is estimated until costs are calculated.
PG 36 - 1	Account 02-06-5427 includes the cost of the contracted service for the supervision of the water treatment process and other engineering needs.
PG 36 - 2	Account 02-06-5352 includes cost for a gauging station on Cross Creek shared with BMR and CBS/Viacom, 20 acre feet and 5 acre feet from the Colorado River District, and the ERWSD settlement agreement.
PG 36 - 3	Depreciation, although not the full amount, is again this year being budgeted as an expense in order to best maintain our reserves in the Enterprise Fund.
PG 37 - 1	Account 02-09-8003 reflects expenses related to the issuance of new debt and the associated CIP needs.

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GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
<b>REVENUES:</b>									
SUBTOTAL - TAXES		1,347,771.01	1,283,487.00	1,419,199.00	1,467,905.20	1,522,245.41	1,578,759.22	1,637,533.59	1,698,658.94
SUBTOTAL - LICENSES AND PERMITS		190,534.18	155,200.00	174,000.00	179,000.00	179,000.00	179,000.00	179,000.00	179,000.00
SUBTOTAL - FINES AND FORFEITURES		27,089.22	21,000.00	6,000.00	19,500.00	19,500.00	19,500.00	19,500.00	19,500.00
SUBTOTAL - OTHER REVENUE		1,412,894.22	448,470.00	344,450.00	347,760.00	352,760.00	352,760.00	352,760.00	352,760.00
<b>TOTAL REVENUE</b>		<b>2,978,288.63</b>	<b>1,908,157.00</b>	<b>1,943,649.00</b>	<b>2,014,165.20</b>	<b>2,073,505.41</b>	<b>2,130,019.22</b>	<b>2,188,793.59</b>	<b>2,249,918.94</b>
<b>EXPENSES:</b>									
SUBTOTAL - COUNCIL EXPENSES		25,951.47	25,752.40	25,252.40	26,002.40	26,002.40	26,002.40	26,002.40	26,002.40
SUBTOTAL - GENERAL GOVERNMENT EXPENSES		595,194.74	621,766.72	581,472.93	577,167.48	581,571.73	586,732.10	594,505.88	599,393.12
SUBTOTAL - PLANNING AND ZONING		247,708.20	260,054.78	319,601.36	185,680.34	199,008.64	191,081.66	204,835.96	196,697.83
SUBTOTAL - MUNICIPAL COURT		14,679.92	11,885.86	14,150.00	15,150.00	15,150.00	15,150.00	15,150.00	15,150.00
SUBTOTAL - POLICE DEPT		435,597.27	448,872.16	371,172.00	383,230.77	396,591.35	410,419.54	424,731.73	439,544.84
SUBTOTAL - EVENTS DEPARTMENT		85,776.05	75,000.00	155,042.16	86,287.50	86,851.88	87,444.47	88,066.69	88,720.03
SUBTOTAL - PUBLIC WORKS		300,424.18	316,231.15	362,936.71	347,600.15	352,943.50	358,474.20	364,200.03	370,129.10
EMPLOYEE RAISE POOL (6% OF GROSS PAYROLL)		0.00	6,115.00	0.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
FTE ALLOWANCE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - GENERAL FUND		62,286.82	3,000.00	0.00	85,000.00	72,500.00	72,500.00	72,500.00	72,500.00
CAPITAL OUTLAY - SPECIAL PROJECTS		1,258,933.37	150,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENSES</b>		<b>3,026,552.00</b>	<b>1,918,678.08</b>	<b>1,879,627.56</b>	<b>1,751,118.64</b>	<b>1,775,619.50</b>	<b>1,792,804.39</b>	<b>1,834,992.68</b>	<b>1,853,137.32</b>
<b>NET INCREASE/(DECREASE)</b>		<b>-48,263.37</b>	<b>-10,521.08</b>	<b>64,021.44</b>	<b>263,046.56</b>	<b>297,885.91</b>	<b>337,214.84</b>	<b>353,800.91</b>	<b>396,781.62</b>
<b>INTER-FUND TRANSFERS</b>		<b>50,595.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET INCREASE/(DECREASE)</b>		<b>-98,858.67</b>	<b>-10,521.08</b>	<b>64,021.44</b>	<b>263,046.56</b>	<b>297,885.91</b>	<b>337,214.84</b>	<b>353,800.91</b>	<b>396,781.62</b>
<b>YEAR END CASH BALANCE</b>		<b>1,435,576.00</b>	<b>1,425,054.92</b>	<b>1,499,597.44</b>	<b>1,688,101.49</b>	<b>1,797,483.35</b>	<b>2,025,316.33</b>	<b>2,151,284.26</b>	<b>2,422,097.94</b>
<b>YEAR END CASH BAL PER FIN STMTS</b>									
RESERVE TARGET (6 MONTHS as of 2001)		870,833.58	871,462.84	902,187.58	862,558.12	874,808.55	883,400.99	904,495.14	913,567.46
TABOR RESERVE @ 3% OF REVENUES		89,348.66	57,244.71	58,309.47	60,424.96	62,205.16	63,900.58	65,663.81	67,497.57
OTHER RESERVED FUNDS (LITTLE BEACH PARK)									
DISCRETIONARY FUNDS		475,393.76	496,347.38	539,100.39	765,118.41	860,469.64	1,078,014.76	1,181,125.31	1,441,032.92



GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
FUND 01: GENERAL FUND									
REVENUE									
PROPERTY TAX - REAL AND PERSONAL	01-00-4010	512,054.93	543,637.00	551,255.00	573,305.20	596,237.41	620,086.90	644,890.38	670,686.00
SPECIFIC OWNERSHIP	01-00-4020	27,602.22	25,000.00	26,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
SPECIAL ASSESSMENT (MVSA)	01-00-4030	6,461.80	7,500.00	7,500.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
LODGING TAX - 1.5%	01-00-4039	10,522.87	12,450.00	17,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
COUNTY SALES TAX	01-00-4040	29,714.63	27,000.00	37,000.00	38,480.00	40,019.20	41,619.97	43,284.77	45,016.16
CITY SALES TAX - 4%	01-00-4050	691,519.84	600,000.00	718,000.00	746,720.00	776,588.80	807,652.35	839,958.45	873,556.78
CIGARETTE TAX	01-00-4051	1,831.96	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
HIGHWAY USERS TAX	01-00-4052	48,691.03	40,500.00	35,044.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
ROAD AND BRIDGE	01-00-4070	19,371.73	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
OTHER TAXES	01-00-4090	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - TAXES		1,347,771.01	1,283,487.00	1,419,199.00	1,467,905.20	1,522,245.41	1,578,759.22	1,637,533.59	1,698,658.94
BUILDING PERMITS	01-00-4210	59,793.71	25,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
EXTERIOR ENERGY CREDIT	01-00-4215	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HIGHWAY 24 MAINTENANCE	01-00-4220	36,200.00	34,000.00	37,800.00	37,800.00	37,800.00	37,800.00	37,800.00	37,800.00
LIQUOR LICENSE FEES	01-00-4230	3,127.50	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
BUSINESS AND CONTRACTORS LICENSE	01-00-4240	22,857.92	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
PLANNING AND ZONING FEES/PERMITS	01-00-4250	7,200.00	10,000.00	10,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
FRANCHISE FEES - PUBLIC SERVICE	01-00-4260	38,898.84	40,000.00	40,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
FRANCHISE FEES - PHONE/CABLE	01-00-4280	20,245.29	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00
FRANCHISE FEES - HOLY CROSS	01-00-4290	2,210.92	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00
SUBTOTAL - LICENSES AND PERMITS		190,534.18	155,200.00	174,000.00	179,000.00	179,000.00	179,000.00	179,000.00	179,000.00
MUNICIPAL TRAFFIC FINES	01-00-4430	18,205.01	20,000.00	5,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
MUNICIPAL NON-TRAFFIC FINES	01-00-4435	8,884.21	1,000.00	1,000.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
MUNICIPAL VICTIM RESTITUTION	01-00-4436	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CODE ENFORCEMENT-FINES	01-00-4440	0.00	0.00	0.00	500.00	500.00	500.00	500.00	500.00
COURT COST/ADMIN FEES	01-00-4445	0.00	0.00	0.00	500.00	500.00	500.00	500.00	500.00
BOND FORFEITURES	01-00-4450	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - FINES AND FORFEITURES		27,089.22	21,000.00	6,000.00	19,500.00	19,500.00	19,500.00	19,500.00	19,500.00
TOWN HALL RENT	01-00-4511	1,305.00	1,000.00	1,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
ERFPD IMPACT FEE	01-00-4512	6,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLOWERS ON MAIN ST	01-00-4515	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAND LEASE - SEASONAL LANDSCAPING	01-00-4516	6,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - TOWN MANAGER HOUSE	01-00-4517	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAND LEASE - WILCON ENERGY	01-00-4518	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - SNOW DUMP	01-00-4519	5,400.00	10,500.00	0.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00
LAND LEASE - GORE RANGE LANDSCAPING	01-00-4520	10,650.00	14,400.00	14,400.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
LAND LEASE - OLD CASTLE CONCRETE	01-00-4521	60,502.34	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
LAND LEASE - WORKER BEE LANDSCAPING	01-00-4522	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - ALTA STONE	01-00-4523	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - CHARD'S YARDS	01-00-4524	6,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - NEW LEASES	01-00-4525	5,250.00	4,500.00	0.00	0.00	0.00	0.00	0.00	0.00
LAND LEASE - MISC ENCROACHMENTS	01-00-4526	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
PARKING LEASE - TIM SIMON PARKING	01-00-4530	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL	ESTIMATED	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		2019	2020	2021	2022	2023	2024	2025	2026
LAND LEASE - IRONWORKS PARKING	01-00-4531	2,952.32	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00
LAND LEASE - THE BUNKHOUSE PARKING	01-00-4535	3,820.00	3,820.00	3,820.00	3,280.00	3,280.00	3,280.00	3,280.00	3,280.00
D&RGRR - SALOON	01-00-4537	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00
INVESTMENT EARNED	01-00-4540	58,952.35	16,000.00	20,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
GRANTS-TAP #2/RPP/DOLA	01-00-4552	950,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS-DOLA	01-00-4561	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS-OTHER/COVID RELIEF FUNDS	01-00-4562	0.00	44,020.00	0.00	0.00	0.00	0.00	0.00	0.00
BATTLE MOUNTAIN RESORTS	01-00-4575	49,075.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MINTURN EVENT REVENUE	01-00-4591	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SCHOLARSHIP DONATIONS	01-00-4596	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	01-00-4597	22,408.31	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
INTERFUND TRANSFER REVENUE	10-04-4650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRAINING SURCHARGE - RESTRICTED	01-00-4660	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REAL ESTATE TRANSFER TAX - TABOR RESTRICTED	01-00-4680	190,517.00	150,000.00	150,000.00	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
TRANSFER FROM CARRY FWD-ESTIMATED		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL - OTHER REVENUE</b>		<b>\$1,412,894.22</b>	<b>\$448,470.00</b>	<b>\$344,450.00</b>	<b>\$347,760.00</b>	<b>\$352,760.00</b>	<b>\$352,760.00</b>	<b>\$352,760.00</b>	<b>\$352,760.00</b>

GENERAL FUND SYR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
<b>EXPENSES</b>									
COUNCIL (XX-01-XXXX)									
PAYROLL - MAYOR	01-01-5010	4,900.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00
PAYROLL - COUNCIL	01-01-5011	14,000.00	16,200.00	16,200.00	16,200.00	16,200.00	16,200.00	16,200.00	16,200.00
FICA EXPENSE	01-01-5092	1,447.85	1,652.40	1,652.40	1,652.40	1,652.40	1,652.40	1,652.40	1,652.40
SUPPLIES - COUNCIL	01-01-5100	110.32	1,000.00	2,000.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00
PURCHASE SERVICES - MEETING FOOD AND DRINK	01-01-5270	5,493.30	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL - COUNCIL EXPENSES</b>		<b>25,951.47</b>	<b>25,752.40</b>	<b>25,252.40</b>	<b>26,002.40</b>	<b>26,002.40</b>	<b>26,002.40</b>	<b>26,002.40</b>	<b>26,002.40</b>



GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
GENERAL GOVERNMENT (XX-01-XXXX)									
PAYROLL - TOWN MANAGER	01-01-5012	73,257.54	74,432.00	74,432.00	75,920.64	77,439.05	78,987.83	80,567.59	82,178.94
PAYROLL - TOWN TREASURER/CLERK	01-01-5014	51,974.08	52,503.30	52,503.00	53,553.06	54,624.12	55,716.60	56,830.94	57,967.55
PAYROLL - OFFICE TECH	01-01-5015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MEDICAL AND DISABILITY	01-01-5091	20,716.74	22,850.00	24,000.00	24,720.00	25,461.60	26,225.45	27,012.21	27,822.58
FICA EXPENSE	01-01-5092	9,578.29	9,710.55	9,710.53	9,904.74	10,102.83	10,304.89	10,510.99	10,721.21
ICMA 401 EXPENSE	01-01-5094	4,955.35	5,077.41	5,077.40	5,178.95	5,282.53	5,388.18	5,495.94	5,605.86
SUPPLIES - OFFICE	01-01-5110	22,196.69	25,000.00	27,500.00	27,500.00	27,500.00	27,500.00	27,500.00	27,500.00
SUPPLIES - COMPUTER	01-01-5120	40,740.07	39,000.00	52,500.00	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00
PURCHASE SERVICES - TELEPHONE	01-01-5200	14,029.70	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
PURCHASE SERVICES - INTERIM TOWN MANAGER	01-01-5209	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - UTILITIES	01-01-5210	26,775.68	20,000.00	18,500.00	19,000.00	19,000.00	19,000.00	20,000.00	20,000.00
PURCHASE SERVICES - CUSTODIAL SERVICES	01-01-5211	7,898.00	7,800.00	7,800.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
PURCHASE SERVICES - LEGAL AND PROFESSIONAL	01-01-5220	144,580.94	85,000.00	77,500.00	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00
PURCHASE SERVICES - ENGINEER SERVICES	01-01-5221	26,067.72	71,500.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
PURCHASE SERVICES - AUDITOR FEES	01-01-5225	11,500.00	12,000.00	12,000.00	12,000.00	12,000.00	12,500.00	12,500.00	12,500.00
PURCHASE SERVICES - ADMIN CONTRACT EXP	01-01-5234	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - DUES, FEES AND TRAINING	01-01-5235	39,248.38	40,375.00	42,500.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
PURCHASE SERVICES - EAGLE CO TREAS FEES	01-01-5236	10,886.70	11,500.00	11,500.00	11,500.00	11,500.00	11,500.00	11,500.00	11,500.00
PURCHASE SERVICES - ERFPD IMPACT FEES	01-01-5240	6,282.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - LEGAL NOTICES	01-01-5250	7,968.84	7,500.00	7,500.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - ELECTIONS	01-01-5255	0.00	2,178.00	0.00	2,000.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - MUNI PARKING/DEPOT LEASE	01-01-5261	20,998.32	24,000.00	24,000.00	24,720.00	25,461.60	26,225.45	27,012.21	27,822.58
PURCHASE SERVICES - TV 5	01-01-5280	8,200.00	8,000.00	9,450.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
PURCHASE SERVICES - ANIMAL CONTROL	01-01-5285	8,148.00	9,700.00	9,500.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
PURCHASE SERVICES - EQUIPMENT R&M	01-01-5291	38.34	500.00	500.00	500.00	500.00	500.00	500.00	500.00
PURCHASE SERVICES - COMPUTER R&M	01-01-5292	4,571.68	3,000.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
PURCHASE SERVICES - COVID 19	01-01-5293	0.00	44,020.00	0.00	0.00	0.00	0.00	0.00	0.00
INSURANCE - WORKERS COMP	01-01-5300	9,794.00	8,500.00	10,000.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
INSURANCE - TOWN	01-01-5310	24,786.72	25,620.46	27,500.00	27,670.10	29,700.00	29,883.70	32,076.00	32,274.40
INSURANCE - UNEMPLOYMENT	01-01-5320	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSURANCE - OTHER	01-01-5330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL - GENERAL GOVERNMENT EXPENSES</b>		<b>595,194.74</b>	<b>621,766.72</b>	<b>581,472.93</b>	<b>577,167.48</b>	<b>581,571.73</b>	<b>586,732.10</b>	<b>594,505.88</b>	<b>599,393.12</b>



GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
PLANNING AND ZONING (XX-02-XXXX)									
PAYROLL - TOWN PLANNER/STAFF	01-02-5010	0.00	36,850.00	60,000.00	61,200.00	62,424.00	63,672.48	64,945.93	66,244.85
PAYROLL - CODE ENFORCEMENT	01-02-5011	50,861.51	50,346.40	50,346.00	51,352.92	52,379.98	53,427.58	54,496.13	55,586.05
MEDICAL AND DISABILITY	01-02-5091	19,524.18	10,500.00	21,000.00	10,815.00	21,630.00	11,139.45	22,278.90	11,473.63
FICA EXPENSE	01-02-5092	3,890.91	6,670.52	8,441.50	8,610.30	8,782.50	8,958.15	9,137.32	9,320.06
ICMA 401 EXPENSE	01-02-5094	1,660.05	3,487.86	4,413.86	4,502.12	4,592.16	4,684.00	4,777.68	4,873.24
SUPPLIES - OFFICE	01-02-5110	775.58	800.00	400.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
SUPPLIES - COMPUTER	01-02-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - BUILDING INSPECTIONS	01-02-5214	42,568.17	20,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - PLANNER ASSISTANCE	01-02-5215	120,426.70	120,000.00	124,800.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - P&Z COMMISSION	01-02-5216	7,001.10	9,900.00	10,800.00	10,800.00	10,800.00	10,800.00	10,800.00	10,800.00
PURCHASE SERVICES - EXTERIOR ENERGY OFFSETS	01-02-5217	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - COUNTY HOUSING FEES	01-02-5218	0.00	0.00	400.00	400.00	400.00	400.00	400.00	400.00
PURCHASE SERVICES - FEES AND TRAINING	01-02-5235	0.00	500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
PURCHASE SERVICES - LEGAL NOTICES	01-02-5250	1,000.00	1,000.00	8,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
<b>SUBTOTAL: PLANNING AND ZONING</b>		<b>247,708.20</b>	<b>260,054.78</b>	<b>319,601.36</b>	<b>185,680.34</b>	<b>199,008.64</b>	<b>191,081.66</b>	<b>204,835.96</b>	<b>196,697.83</b>

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
MUNICIPAL COURT (XX-03-XXXX)									
PAYROLL - TOWN JUDGE	01-03-5010	6,450.00	1,612.50	0.00	0.00	0.00	0.00	0.00	0.00
FICA EXPENSE	01-03-5092	493.42	123.36	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - OFFICE	01-03-5110	117.50	150.00	150.00	150.00	150.00	150.00	150.00	150.00
SUPPLIES - COMPUTER	01-03-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ATTORNEY/TRANSLATOR	01-03-5216	7,619.00	10,000.00	14,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
PURCHASE SERVICES - EQUIPMENT R&M	01-03-5217	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - MUNICIPAL COURT		14,679.92	11,885.86	14,150.00	15,150.00	15,150.00	15,150.00	15,150.00	15,150.00
POLICE DEPARTMENT (XX-04-XXXX)									
PAYROLL - POLICE CHIEF	01-04-5010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PAYROLL - PATROL OFFICER(S)/CLERK	01-04-5012	69,950.08	71,018.50	0.00	0.00	0.00	0.00	0.00	0.00
PAYROLL - OVERTIME/STIPEND	01-04-5017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MEDICAL AND DISABILITY	01-04-5091	9,483.48	10,500.00	0.00	0.00	0.00	0.00	0.00	0.00
FICA EXPENSE	01-04-5092	5,351.18	5,432.92	0.00	0.00	0.00	0.00	0.00	0.00
ICMA 401 EXPENSE	01-04-5095	2,758.08	2,840.74	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - OFFICE	01-04-5100	362.13	500.00	500.00	500.00	500.00	500.00	500.00	500.00
MEDIA NOTICE AND EMP'EE FEES	01-04-5110	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - COMPUTER/RADIO EQUIPMENT	01-04-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-04-5130	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - TELEPHONE AND 911	01-04-5200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE R&M	01-04-5231	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - CODE COMPLIANCE	01-04-5235	0.00	0.00	850.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PRISONER UPKEEP/SUPPORT T	01-04-5239	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VICTIM RESTITUTION	01-04-5240	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - DISPATCH SERVICES	01-04-5245	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ECO SHERIFF SERVICES	01-04-5246	347,650.32	358,080.00	368,822.00	381,730.77	395,091.35	408,919.54	423,231.73	438,044.84
PURCHASE SERVICES - TRAINING & DEVELOPMENT	01-04-5265	42.00	500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
PURCHASE SERVICES - UNIFORM PURCH/MAINT	01-04-5271	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT R&M	01-04-5291	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - COMPUTER R&M	01-04-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	01-04-5350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	01-04-5351	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - GRANT EXPENSES	01-04-5355	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - POLICE DEPT		435,597.27	448,872.16	371,172.00	383,230.77	396,591.35	410,419.54	424,731.73	439,544.84
SUBTOTAL: COURT/POLICE		450,277.19	460,758.02	385,322.00	398,380.77	411,741.35	425,569.54	439,881.73	454,694.84

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GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
ECONOMIC DEVELOPMENT DEPT (XX-05-XXXX)									
PAYROLL - ECON DEV	01-05-5010	0.00	0.00	71,018.50	0.00	0.00	0.00	0.00	0.00
MEDICAL AND DISABILITY	01-05-5091	0.00	0.00	10,750.00	11,287.50	11,851.88	12,444.47	13,066.69	13,720.03
FICA EXPENSE	01-05-5092	0.00	0.00	5,432.92	0.00	0.00	0.00	0.00	0.00
ICMA 401 EXPENSE	01-05-5094	0.00	0.00	2,840.74	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - COMMUNITY FUND FEES	01-05-5235	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PROMOTIONS	01-05-5275	85,776.05	75,000.00	65,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
PURCHASE SERVICES - TV 5	01-05-5280	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - WEBSITE	01-05-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SUBTOTAL: ECON DEV DEPT</b>		<b>85,776.05</b>	<b>75,000.00</b>	<b>155,042.16</b>	<b>86,287.50</b>	<b>86,851.88</b>	<b>87,444.47</b>	<b>88,066.69</b>	<b>88,720.03</b>



GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
<b>PUBLIC WORKS</b>									
PAYROLL - STAFF	01-06-5011	116,148.00	116,688.00	116,813.00	119,149.28	121,532.25	123,962.89	126,442.15	128,970.99
PAYROLL - STAFF OVERTIME	01-06-5011	9,198.04	6,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
MEDICAL AND DISABILITY	01-06-5091	45,264.50	50,000.00	51,100.00	53,655.00	56,337.75	59,154.64	62,112.37	65,217.99
FICA EXPENSE	01-06-5092	9,588.98	9,385.63	9,701.19	9,879.92	10,062.22	10,248.16	10,437.82	10,631.28
ICMA 401 EXPENSE	01-06-5094	3,344.79	4,907.52	5,072.52	5,165.97	5,261.29	5,358.52	5,457.69	5,558.84
<b>SUPPLIES - OFFICE</b>									
SUPPLIES - TOOLS	01-06-5120	1,161.42	2,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
SUPPLIES - GENERAL	01-06-5140	2,039.89	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-06-5130	7,198.85	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
<b>PURCHASE SERVICES - TELEPHONE</b>									
PURCHASE SERVICES - UTILITIES/STREET LIGHTS	01-06-5210	24,046.55	27,500.00	27,500.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - VEHICLE R&M	01-06-5231	9,951.35	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - TRAINING & DEVELOPMENT	01-06-5265	230.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
PURCHASE SERVICES - PUBLIC BUILDING R&M	01-06-5290	10,166.67	11,000.00	15,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
PURCHASE SERVICES - EQUIPMENT R&M	01-06-5291	10,114.42	8,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
PURCHASE SERVICES - COMPUTER R&M	01-06-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	01-06-5350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	01-06-5351	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - STREET/SIDEWALK MAINTENAN	01-06-5352	25,123.60	30,000.00	50,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
PURCHASE SERVICES - TOWN AND PARK SIGNS	01-06-5356	3,563.16	2,500.00	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
PURCHASE SERVICES - PARKS AND FLOWERS ON MAIN	01-06-5357	21,425.59	23,500.00	41,000.00	23,500.00	23,500.00	23,500.00	23,500.00	23,500.00
<b>SUBTOTAL: PUBLIC WORKS</b>		<b>300,424.16</b>	<b>316,231.15</b>	<b>362,936.71</b>	<b>347,600.15</b>	<b>352,943.50</b>	<b>358,474.20</b>	<b>364,200.03</b>	<b>370,129.10</b>
<b>TRANSFER TO OTHER FUND</b>									
EMPLOYEE RAISE POOL 7%	01-07-6100	50,595.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FTE ALLOWANCE		0.00	6,115.00	0.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
DEBT SERVICE - PRINCIPAL	TBD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE - INTEREST	TBD								
<b>CAPITAL OUTLAY - GENERAL FUND</b>									
CAPITAL OUTLAY - BIKE BRIDGE	01-09-8001	62,286.82	3,000.00	0.00	85,000.00	72,500.00	72,500.00	72,500.00	72,500.00
CAPITAL OUTLAY - SPECIAL PROJECTS - RR AVE	01-09-8003	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - SPECIAL PROJECTS - NORMAN ST	01-09-8004								
CAPITAL OUTLAY - SPECIAL PROJECTS - ENTRYWAY	01-09-8005								
CAPITAL OUTLAY - SPECIAL PROJECTS - SO MINTURN E	01-09-8006								
CAPITAL OUTLAY - SPECIAL PROJECTS - TAP GRANT #1	01-09-8007	1,227,828.86	150,000.00						
CAPITAL OUTLAY - SPECIAL PROJECTS - TAP GRANT #2	01-09-8007	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - DOWD JCT PA	01-09-8008	31,104.51							

WATER FUND 5YR PLAN

DESCRIPTION	ACTUAL	ESTIMATED	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	2019	2020	2021	2022	2023	2024	2025	2026
<b>REVENUES</b>								
WATER OPERATIONS	883,466.69	973,529.00	1,344,941.00	1,189,528.71	1,224,169.37	1,259,849.25	1,286,599.53	1,334,452.32
GARBAGE COLLECTION FEES	121,983.22	120,000.00	122,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
CAPITAL REVENUES	94,974.81	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
WATER FUND-BOND PROCEEDS	0.00	0.00	2,000,000.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE - WATER/SEWER &amp; RECREATION</b>	<b>1,100,424.72</b>	<b>1,213,529.00</b>	<b>3,586,941.00</b>	<b>1,429,528.71</b>	<b>1,464,169.37</b>	<b>1,499,849.25</b>	<b>1,536,599.53</b>	<b>1,574,452.32</b>
<b>EXPENDITURES</b>								
SALARY AND BENEFITS	295,278.13	302,535.35	308,546.48	315,499.47	326,298.99	332,772.28	344,260.14	351,213.68
OPERATIONAL EXPENSES	644,152.79	754,610.00	559,500.00	476,269.00	481,233.31	488,322.25	493,412.11	500,991.82
ASSET MANAGEMENT	109,750.00	88,350.00	112,200.00	94,000.00	94,000.00	94,000.00	94,000.00	94,000.00
BMR EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	14,842.00	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80
CAPITAL OUTLAY - NON WATER TAP	2,882.70	181,345.00	2,293,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
<b>TOTAL EXPENSE - WATER/SEWER &amp; RECREATION</b>	<b>1,066,905.62</b>	<b>1,341,681.15</b>	<b>3,288,087.28</b>	<b>910,609.27</b>	<b>926,373.10</b>	<b>939,935.33</b>	<b>956,513.05</b>	<b>971,046.31</b>
<b>NET INCREASE/(DECREASE)</b>	<b>33,519.10</b>	<b>-128,152.15</b>	<b>298,853.72</b>	<b>518,919.44</b>	<b>537,796.27</b>	<b>559,913.92</b>	<b>580,086.48</b>	<b>603,406.01</b>
<b>INTERFUND TRANSFERS</b>	<b>-21,683.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET FUND INCREASE/(DECREASE)</b>	<b>11,835.40</b>	<b>-128,152.15</b>	<b>298,853.72</b>	<b>518,919.44</b>	<b>537,796.27</b>	<b>559,913.92</b>	<b>580,086.48</b>	<b>603,406.01</b>
<b>YEAR END RETAIN EARN (PER FINANCIAL STMTS W/ APPL)</b>	<b>1,168,930.50</b>	<b>1,040,778.35</b>	<b>1,339,632.07</b>	<b>1,858,551.51</b>	<b>2,396,347.78</b>	<b>2,956,261.70</b>	<b>3,536,348.18</b>	<b>4,139,754.19</b>

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WATER FUND 5YR PLAN

DESCRIPTION		ACTUAL	ESTIMATED	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		2019	2020	2021	2022	2023	2024	2025	2026
FUND 02: WATER-SEWER-REC FUND									
REVENUE									
WATER OPERATIONS									
WATER USER FEES	02-00-4210	854,834.56	900,235.00	1,121,057.00	1,154,688.71	1,189,329.37	1,225,009.25	1,261,759.53	1,299,612.32
WATER USE DEBT SERVICE FEES	02-00-4220	15,697.13	54,294.00	204,884.00	14,840.00	14,840.00	14,840.00	14,840.00	14,840.00
WATER METERS & INSTALL	02-00-4240	1,035.00	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
INVESTMENT EARNED	02-00-4540	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE	02-00-4275	11,900.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
SUBTOTAL: WATER OPERATIONS		883,466.69	973,529.00	1,344,941.00	1,189,528.71	1,224,169.37	1,259,849.25	1,296,599.53	1,334,452.32
GARBAGE COLLECTION FEES	02-00-4330	121,983.22	120,000.00	122,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
TAP FEES - CAPITAL REVENUES	02-00-4320	21,160.78	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
CASH IN LIEU OF WATER FEES - CAPITAL REVENUES	02-00-4321	22,358.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
SYSTEM IMPROVEMENT FEES - CAPITAL REVENUES	02-00-4322	51,456.03	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
GOCO GRANT - PARKS	02-00-4565								
GRANTS - DOLA AND OTHER	02-00-4566								
MISCELLANEOUS LOAN AND GRANT REVENUE									
SUBTOTAL: CAPITAL REVENUE		94,974.81	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
TRANSFER TO/FROM OTHER FUNDS	02-00-4570	-21,683.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER FUND-BOND PROCEEDS	02-00-4575	0.00	0.00	2,000,000.00	0.00	0.00	0.00	0.00	0.00
TRANS FROM CARRY FORWARD - ESTIMATED									
TOTAL ALL SOURCES LESS INTERFUND TRANS (FIN STMTS IF APP)		1,100,424.72	1,213,529.00	3,586,941.00	1,429,528.71	1,464,169.37	1,499,849.25	1,536,599.53	1,574,452.32

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WATER FUND 5YR PLAN

DESCRIPTION		ACTUAL	ESTIMATED	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		2019	2020	2021	2022	2023	2024	2025	2026
EXPENSES									
PAYROLL - REGULAR	02-06-5010	125,290.48	121,929.60	121,900.00	124,338.00	126,824.76	129,361.26	131,948.48	134,587.45
PAYROLL - NON PLANT	02-06-5011	81,941.56	82,403.00	86,403.00	86,523.15	90,723.15	90,849.31	95,259.31	95,391.77
PAYROLL - OVERTIME	02-06-5017	8,017.84	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
MEDICAL AND DISABILITY	02-06-5091	55,857.75	61,000.00	63,500.00	66,675.00	70,008.75	73,509.19	77,184.85	81,043.88
FICA EXPENSE	02-06-5092	16,151.99	16,549.44	16,247.86	17,048.88	17,560.42	17,764.11	18,299.40	18,511.41
ICMA 401 EXPENSE	02-06-5094	8,018.51	8,653.30	8,495.62	8,914.45	9,181.92	9,288.42	9,588.31	9,679.17
TOTAL SAL/BEN		295,278.13	302,535.35	308,546.48	315,499.47	326,298.99	332,772.28	344,260.14	351,213.68
SUPPLIES - OFFICE/LAB	02-06-5100	21,165.40	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
SUPPLIES - VEHICLE FUEL AND SUPPLIES	02-06-5130	6,765.27	10,000.00	10,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
SUPPLIES - GENERAL	02-06-5140	5,300.50	5,000.00	5,000.00	6,250.00	6,250.00	6,250.00	6,250.00	6,250.00
SUPPLIES - TOOLS	02-06-5150	2,613.40	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
SUPPLIES - WATER METERS & INSTALL	02-06-5160	0.00	105,000.00	0.00	750.00	750.00	750.00	750.00	750.00
PURCHASE SERVICES - TELEPHONE	02-06-5200	2,599.80	2,500.00	2,500.00	2,562.50	2,562.50	2,626.56	2,626.56	2,692.23
PURCHASE SERVICES - UTILITIES/STREET LIGHTS	02-06-5210	9,862.46	12,500.00	12,500.00	12,812.50	13,132.81	13,461.13	13,797.68	14,142.60
PURCHASE SERVICES - LEGAL SERVICES (GENERAL)	02-06-5220	87,845.88	60,000.00	60,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
PURCHASE SERVICES - VEHICLE R&M	02-06-5231	9,667.85	6,000.00	6,000.00	6,000.00	6,150.00	6,150.00	6,150.00	6,303.75
PURCHASE SERVICES - ENGINEERING CONTRACTS	02-06-5247	203,601.12	150,000.00	150,000.00	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00
PURCHASE SERVICES - TRAINING & DEVELOPMENT	02-06-5265	1,285.58	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
PURCHASE SERVICES - UNIFORM PURCH/MAINT	02-06-5271	1,195.29	1,000.00	1,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
PURCHASE SERVICES - EQUIPMENT R&M	02-06-5291	5,708.79	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
PURCHASE SERVICES - COMPUTER R&M	02-06-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - WATER PLANT/SYSTEM R&M	02-06-5293	54,104.47	135,000.00	40,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	02-06-5350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	02-06-5351	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ANNUAL H2O RIGHTS MAINT	02-06-5352	123,367.50	128,000.00	132,500.00	136,475.00	140,569.25	144,786.33	149,129.92	153,603.81
PURCHASE SERVICES - GARBAGE CONTRACT SERVICES	02-06-5353	97,069.48	100,000.00	100,000.00	102,500.00	102,500.00	105,062.50	105,062.50	107,689.06
PURCHASE SERVICES - ERWSD CONTRACT SERVICES	02-06-5354	12,000.00	12,360.00	12,750.00	12,669.00	13,068.75	12,985.73	13,395.47	13,310.37
PURCHASE SERVICES - DUMP FEES	02-06-5355	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - TOWN AND PARK SIGNS	02-06-5356	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PARKS AND FLOWERS ON MAIN ST	02-06-5357	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES		644,152.79	754,610.00	559,500.00	476,269.00	481,233.31	488,322.25	493,412.11	500,991.82

WATER FUND 5YR PLAN

DESCRIPTION		ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
ASSET MANAGEMENT PLAN									
WATER PLANT AND SYSTEM - DEPRECIATION	02-07-6000	108,200.00	84,350.00	108,200.00	90,000.00	90,000.00	90,000.00	90,000.00	90,000.00
DEBT REDUCTION REPAYMENT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MALOIT PARK-MOSQUITO CONTROL	02-07-6001	1,550.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
EAGLE RIVER PARK GRANT	02-07-6002	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARK UPKEEP	02-05-5356	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL ASSET MANAGEMENT PLAN</b>		<b>109,750.00</b>	<b>88,350.00</b>	<b>112,200.00</b>	<b>94,000.00</b>	<b>94,000.00</b>	<b>94,000.00</b>	<b>94,000.00</b>	<b>94,000.00</b>
DEBT SERVICE									
PRINCIPAL - CAT LOADER PRIN	02-08-7910	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - CAT LOADER INT	02-08-7911	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - '88 \$100k DLA IMPACT	02-08-7920	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - '88 \$100k DLA IMPACT	02-08-7921	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 91 \$50k WATER AUTHORITY	02-08-7930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 91 \$50k WATER AUTHORITY	02-08-7931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 91 \$360k WATER AUTHORITY	02-08-7940	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 91 \$360k WATER AUTHORITY	02-08-7941	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 98B (92B) \$100k WATER PLANT LOAN	02-08-7950	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 98B (92B) \$100k WATER PLANT LOAN	02-08-7951	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 95 \$300k CWRPDA	02-08-7960	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 95 \$300k CWRPDA	02-08-7961	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 97 265k RD A	02-08-7970	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 97 265k RD A	02-08-7971	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 97 \$260k RD B	02-08-7980	5,885.00	6,174.69	6,479.37	5,607.62	5,607.62	5,607.62	5,607.62	5,607.62
INTEREST - 97 \$260k RD B	02-08-7981	8,957.00	8,666.11	8,361.43	9,233.18	9,233.18	9,233.18	9,233.18	9,233.18
<b>TOTAL LONG TERM DEPT</b>		<b>14,842.00</b>	<b>14,840.80</b>	<b>14,840.80</b>	<b>14,840.80</b>	<b>14,840.80</b>	<b>14,840.80</b>	<b>14,840.80</b>	<b>14,840.80</b>
CAPITAL									
CAPITAL OUTLAY - WATER FUND	02-09-8000	1,500.00	131,345.00	28,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
CAPITAL OUTLAY - BOLTS LAKE	02-09-8001	1,382.70	50,000.00						
CAPITAL OUTLAY - WATER PLANT CIP	02-09-8003	0.00	0.00	250,000.00					
CAPITAL OUTLAY - WATER TANK CIP	02-09-8003	0.00	0.00	2,000,000.00					
CAPITAL OUTLAY - WELL 4 WATER LINE	02-09-8004	0.00	0.00						
CAPITAL OUTLAY - GIS SYSTEM	02-09-8004	0.00	0.00	15,000.00					
MISC	02-09-8002	0.00	0.00						
<b>TOTAL CAPITAL EXPENSES</b>		<b>2,882.70</b>	<b>181,345.00</b>	<b>2,293,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>
<b>TOTAL EXPENSES</b>		<b>1,066,905.62</b>	<b>1,341,681.15</b>	<b>3,288,087.28</b>	<b>910,609.27</b>	<b>926,373.10</b>	<b>939,935.33</b>	<b>956,513.05</b>	<b>971,046.31</b>
<i>CONTROL TOTAL FROM FS</i>									

BUILDING FUND 5YR PLAN

DESCRIPTION		ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
FUND 04: BUILDING FUND									
REVENUE									
CERTIFICATES OF PARTICIPATION PROCEEDS	04-00-4000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESCROW RESERVE PROCEEDS		0.00	204,737.00						
RENT - POST OFFICE	04-00-4512	141,000.00	141,000.00	107,862.00	141,000.00	141,000.00	141,000.00	141,000.00	141,000.00
RENT - APARTMENTS	04-00-4513	23,800.00	24,000.00	26,400.00	21,600.00	21,600.00	21,600.00	21,600.00	21,600.00
INVESTMENT EARNED	04-00-4540	3,418.27	500.00	500.00	25.00	25.00	25.00	25.00	25.00
TRANSFER FROM OTHER FUNDS	04-00-4570	72,279.00	-129,587.50	-77,368.00					
OTHER REVENUE	04-00-4597								
NET REVENUE		240,497.27	240,649.50	57,394.00	162,625.00	162,625.00	162,625.00	162,625.00	162,625.00
EXPENSES									
PURCHASE SERVICES - CONSTRUCTION	04-01-5249	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - BUILDING R&M	04-01-5250	0.00	0.00	53,500.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - BANK FEES	04-01-5251	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET EXPENSE		2,000.00	0.00	53,500.00	0.00	0.00	0.00	0.00	0.00
TRANSFER TO OTHER FUNDS									
DEBT SERVICE									
PRINCIPAL - TOWN CENTER	04-08-7990	225,000.00	230,000.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - TOWN CENTER	04-08-7991	17,350.00	1,832.01	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES-COST OF ISSUANCE	04-08-7992								
7M	04-08-7993								
NET DEBT SERVICE		242,350.00	231,832.01	0.00	0.00	0.00	0.00	0.00	0.00
NET FUND INCREASE/(DECREASE)		-3,852.73	8,817.49	3,894.00	162,625.00	162,625.00	162,625.00	162,625.00	162,625.00
CASH RESERVE		205,214.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YEAR END CASH (PER FINANCIAL STMTS WHEN APPL)		203,588.88	0.00	11,085.54	173,710.54	336,335.54	498,960.54	661,585.54	824,210.54
DISCRETIONARY CASH		-1,625.95	7,191.54	11,085.54	173,710.54	336,335.54	498,960.54	661,585.54	824,210.54

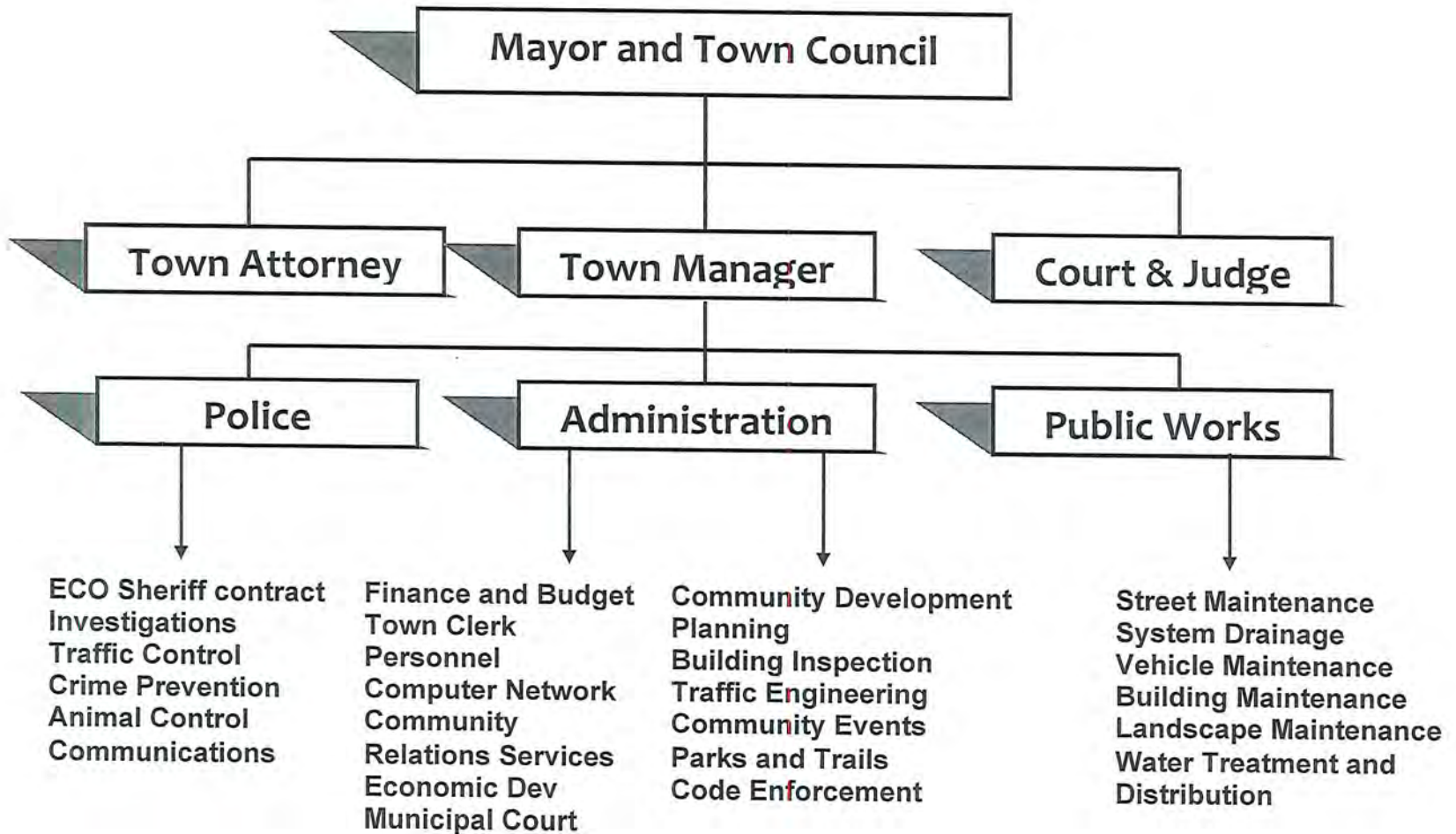
MARKET FUND 5YR PLAN

DESCRIPTION		ACTUAL 2019	ESTIMATED 2020	BUDGET 2021	PROJECTED 2022	PROJECTED 2023	PROJECTED 2024	PROJECTED 2025	PROJECTED 2026
FUND 05:MINTURN MARKET FUND									
REVENUE									
PARTICIPATION REVENUE	05-00-4591	46,722.50	56,000.00	50,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
SPONSORSHIP & DONATIONS	05-00-4592	10,250.00	6,500.00	0.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
SALES AND PROMOTIONS	05-01-4593	317.00	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
INVESTMENT EARNED	05-00-4540	1.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS	05-00-4570	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	05-00-4597	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES									
SUPPLIES - GENERAL	05-01-5100	19,232.61	19,500.00	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00
SUPPLIES - PROMOTIONAL	05-01-5105	16,903.00	17,000.00	16,500.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
SUPPLIES - CONTRACT LABOR	05-01-5110	18,960.12	19,500.00	16,500.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - ADVERTISE	05-01-5201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PROMOTION	05-01-5202	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INCOME		57,290.85	62,500.00	50,000.00	67,000.00	67,000.00	67,000.00	67,000.00	67,000.00
TOTAL EXPENSE		55,095.73	56,000.00	50,000.00	67,000.00	67,000.00	67,000.00	67,000.00	67,000.00
NET INCOME/(EXPENSE)		2,195.12	6,500.00	0.00	0.00	0.00	0.00	0.00	0.00
YEAR END CASH (PER FINANCIAL STMTS WHEN APPL)		-895.00	5,605.00	5,605.00	5,605.00	5,605.00	5,605.00	5,605.00	5,605.00

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**TOWN OF MINTURN  
COLORADO  
2021**



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INTERFUND TRANSFER SUMMARY

DESCRIPTION	GF-01	EF-02	CTF-03	BLD-04	ART-05	CAP-06	SCH-08	BMR-09	
Building Debt Svc (70/30)									0.00
Special Projects-Main St									0.00
River Restorallon Proj									0.00
Market Fund									0.00
Capital Expenditures				(77,368.00)		77,368.00			0.00
									0.00
									0.00
									0.00
									0.00
									0.00
									0.00
									0.00
TOTAL	0.00	0.00	0.00	(77,368.00)	0.00	77,368.00	0.00	0.00	0.00

9/21/2020 16:33		FY 2021					1/1/2019	
DUE DATE	RECIPIENT	PRINCIPAL	INTEREST	TOTAL DUE	DATE PAID	PAY OFF (PRIN ONLY)	PAYOFF YEAR	
04/01/18	RURAL DEVELOPMENT OFFICE	3,200.68	4,219.72	7,420.40		169,916.13	2037	
10/01/18	RURAL DEVELOPMENT OFFICE	3,278.69	4,141.71	7,420.40				
		6,479.37	8,361.43	14,840.80				
				14,840.80		169,916.13		

USDA RURAL DEVELOPMENT OFFICE  
CORPORATE TRUST SERVICES

WELLS FARGO, N.A.  
ATTN: SANDRA SHUPE  
MAC-C7301-024  
1740 BROADWAY  
DENVER, CO 80274

UNITED BANK OF MO.  
ATTN: TAMMY DIXON  
1670 BROADWAY  
DENVER, CO 80202

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DESCRIPTION		ACTUAL	ESTIMATED	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		2019	2020	2021	2022	2023	2024	2025	2026
DEBT SERVICE									
PRINCIPAL - CATERPILLAR	02-08-7910								
INTEREST - CATERPILLAR	02-08-7911								
PRINCIPAL - 91 \$360k WATER AUTHORITY	02-08-7940								
INTEREST - 91 \$360k WATER AUTHORITY	02-08-7941								
PRINCIPAL - 98B (92B) \$100k WATER PLANT LOAN	02-08-7950								
INTEREST - 98B (92B) \$100k WATER PLANT LOAN	02-08-7951								
PRINCIPAL - 95 \$300k CWRPDA	02-08-7960								
INTEREST - 95 \$300k CWRPDA	02-08-7961								
PRINCIPAL - 97 265k RD A	02-08-7970	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 97 265k RD A	02-08-7971	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 97 \$260k RD B	02-08-7980	5,884.33	6,174.69	6,479.37	6,799.09	7,134.59	7,486.64	7,856.06	8,243.71
INTEREST - 97 \$260k RD B	02-08-7981	8,956.47	8,666.11	8,361.43	8,041.71	7,706.21	7,354.16	6,984.74	6,597.09
TOTAL LONG TERM DEPT		14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80
PRINCIPAL - TOWN CENTER	04-08-7990	225,000.00	230,000.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - TOWN CENTER	04-08-7991	17,350.00	8,912.50	0.00	0.00	0.00	0.00	0.00	0.00
NET DEBT SERVICE		242,350.00	238,912.50	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - CATERPILLAR	01-08-7910								
INTEREST - CATERPILLAR	01-08-7911								
NET DEBT SERVICE									
TOTAL ANNUAL DEBT PAYMENT		257,190.80	253,753.30	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80	14,840.80

LEASE PAYMENT SCHED

SUPPLEMENTAL SCHEDULE TO TOWN OF MINTURN BUDGET					
FOR FISCAL YEAR 2021					
PURSUANT TO C.R.S. 29-1-103(3)(D)					
Total amount to be expended during the fiscal year for payment obligations under all					
Lease/Purchase agreements other than those involving real estate.					
EQUIPMENT	2021	2021	ORIGINAL	1/1/2021	COMPLETION
	PAYMENT	GROSS PMT	PURCHASE	PAYOFF	DATE
	SCHEDULE		PRICE		



## FY 2021 BUDGET SCHEDULE

2020 DATE	DESCRIPTION	NOTES	TO DO
APRIL THROUGH AUGUST 2020	STAFF REVIEW AND PREPARATION	REVIEW BUDGET AND FIELD QUESTIONS FROM STAFF AS NECESSARY. STAFF WILL HAVE OPPORTUNITY TO SUPPLY INPUT ON BOTH THEIR BUDGET AND CIP NEEDS	
SEPTEMBER 2020	<b>DISCUSSION ITEMS OR MANAGER'S REPORT AS NEEDED</b>	Discuss Preliminary Budget concerns and receive direction from Council as needed.	
10/7/2020	COUNCIL MEETING	REVIEW BUDGET HIGHLIGHTS AND FIELD QUESTIONS FROM COUNCIL AS NECESSARY  COUNCIL WILL FORMALLY ACCEPT THE BUDGET AS REQUIRED BY C.R.S 29-1-106(1) This will be a time for Council comments and Direction as well.	Council to receive Preliminary Budget by October 2  AFTER MEETING POST AND PUBLISH IN NEWSPAPER THE "NOTICE OF BUDGET"
10/21/2020	COUNCIL MEETING	REVIEW BUDGET AND SPECIAL PROJECTS TO GAIN BUDGET INPUT AND DIRECTION FROM COUNCIL	
11/4/2020	COUNCIL MEETING	1ST PUBLIC HEARING ON THE PROPOSED BUDGET AS ACCEPTED ON OCTOBER 3RD <b>(ONLY ONE PUBLIC HEARING SCHEDULED)</b>	
11/18/2020	COUNCIL MEETING	1ST READING OF BUDGET ORDINANCES: - BUDGET ADOPTION ON FIRST READING - MILL LEVY ADOPTION ON FIRST READING - FY 2020 SUPPLEMENTAL APPROPRIATION ON FIRST READING - TOWN FEE ADOPTION ON FIRST READING	PUBLISH ORDINANCES BY TITLE ONLY (FIRST READING) IN NEWSPAPER
12/2/2020	COUNCIL MEETING	2ND READING OF BUDGET ORDINANCES: - BUDGET ADOPTION ON FINAL READING - MILL LEVY ADOPTION ON FINAL READING - FY 2020 SUPPLEMENTAL APPROPRIATION ON FINAL READING - TOWN FEE ADOPTION ON FIRST READING	PUBLISH ORDINANCES BY TITLE ONLY (SECOND READING) IN NEWSPAPER

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# September 2020

## FY2021 BUDGET CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 <i>COUNCIL MEETING</i>	3	4	5
6	7 <i>LABOR DAY OFFICE CLOSED</i>	8	9 <i>PLANNING COM- MISSION</i>	10	11	12
13	14	15	16 <i>COUNCIL MEETING</i>	17	18	19
20	21	22	23 <i>PLANNING COM- MISSION</i>	24	25	26
27	28	29	30			

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# October 2020

## FY2021 BUDGET CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7 <i>COUNCIL MEETING BUDGET PRESENT- ED AND FORMALLY ACCEPTED BY COUNCIL</i>	8 <i>PUBLISH "NOTICE OF BUDGET" IN PUBLIC BOXES, WEBSITE AND NEWSPAPER</i>	9	10
11	12	13	14 <i>PLANNING COM- MISSION</i>	15	16	17
18	19	20	21 <i>COUNCIL MEETING</i>	22	23	24
25	26	27	28 <i>PLANNING COM- MISSION</i>	29	30 <i>MINTURN'S HALLOWEEN</i>	31 <i>HALLOWEEN</i>

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# November 2020

## FY2021 BUDGET CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 <i>COUNCIL MEETING</i>  <i>BUDGET PUBLIC HEARING</i>	5	6	7
8	9	10	11 <i>PLANNING COMMISSION</i>  <i>VETERAN'S DAY OFFICE CLOSED</i>	12	13	14
15	16	17	18 <i>COUNCIL MEETING</i> <i>1ST READING OF BUDGET ORDINANCES</i>	19 <i>PUBLISH ORDINANCES BY TITLE ONLY IN NEWSPAPER AND WEBSITE</i>	20	21
22	23	24	25 <i>PLANNING COMMISSION</i>	26 <i>THANKSGIVING OFFICE CLOSED</i>	27 <i>THANKSGIVING OFFICE CLOSED</i>	28
29	30					



# December 2020

## FY2021 BUDGET CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 <i>COUNCIL MEETING 2ND READING OF BUDGET ORD'S</i>	3 <i>PUBLISH ORDI- NANCES BY TITLE ONLY IN NEWSPA- PER AND WEBSITE</i>	4 <i>SUBMIT MILL LEVY CERTIFICATION TO EAGLE COUNTY COMMISSIONERS</i>	5
6	7	8	9 <i>PLANNING COM- MISSION</i>	10	11	12
13	14	15	16 <i>COUNCIL MEETING</i>	17	18 <i>CERTIFIED BUDG- ET MUST BE FILED WITH DOLA BY 1/1/21</i>	19
20	21	22	23 <i>PLANNING COM- MISSION</i>	24	25 <i>CHRISTMAS DAY OFFICE CLOSED</i>	26
27	28	29	30	31	<i>JANUARY 2, 2021 OFFICE CLOSED</i>	

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**COLORADO**


Department of  
Local Affairs

## LOCAL GOVERNMENT BUDGET CALENDAR

The budget calendar is a general listing of the deadlines for the budget, for an audit and for the property tax certification process. Some deadlines are not statutory, but reflect good budgeting practices. For details on the applicable statutes listed below, please refer to the most current Colorado Revised Statutes ("C.R.S.")

DATE	EVENT / ACTIVITY
1-Jan	Start of Fiscal Year; begin planning for the budget of the next year.
10-Jan	Deadline for assessor to deliver tax warrant to county treasurer (C.R.S 39-5-129.)
31-Jan	A certified copy of the adopted budget must be filed with the Division. (C.R.S 29-1-113(1)). - If a budget is not filed, the county treasurer may be authorized to withhold the local government's tax revenues. -
10-Feb	The Division sends notification to local governments whose budgets have not been filed with the Division.
1-Mar	The U.S. Bureau of Labor Statistics releases the Consumer Price Index (the "CPI") for the Denver/Boulder area. This annual percent change is used with "local growth" to calculate "fiscal year spending" and property tax revenue limitations of TABOR. (Article X, Sec. 20, Colo. Const.)
15-Mar	The Division will authorize the county treasurer to withhold tax revenues until a certified copy of the budget is filed with the Division.
31-Mar	Deadline to request exemption from audit. (C.R.S 29-1-604(3)) Contact the Local Government Audit Division, Office of the State Auditor, (303) 869-2800. The Division notifies local governments of its determination that the entity has exceeded the statutory property tax revenue limit (the "5.5%" limit).
30-Jun	Deadline for auditor to submit audit report to local government governing body. (C.R.S 29-1-606(a)(1))
31-Jul	Deadline for submitting annual audit report to the Office of the State Auditor. (C.R.S 29-1-606(3)) Deadline for request for extension of audit. (C.R.S 29-1-606(4)) - If an audit is required but has not been filed, the county treasurer may be authorized to withhold the local government's tax revenue -
25-Aug	Assessors certify to all taxing entities and to the Division of Local Government the total new assessed and actual values (for real and personal property) used to compute the statutory and TABOR property tax revenue limits. (C.R.S 39-5-121 (2)(b) and 39-5-128.) If applicable, upon receipt of the Certification of Valuation, submit to the Division certifications of service impact from increased mining production and/or from increased valuation due to previously exempt federal property which has become taxable. Certifications of impact are required if the value is to be excluded from the tax revenue limit. If applicable, apply to the Division for authorization to exclude from the limit the assessed valuation attributed to new primary oil or gas production from any producing land or leaseholds.
15-Oct	Budget officer must submit proposed budget to the governing body. (C.R.S. 29-1-105) Governing body must publish "Notice of Budget" upon receiving proposed budget. (C.R.S. 29-1-106(1))
1-Nov	Deadline for submitting applications to the Division for an increased levy pursuant to 29-1-302, C.R.S. and applications for exclusion of assessed valuation attributable to new primary oil or gas production from the 5.5% limit pursuant to (C.R.S. 29-1-301(1)(b))
10-Dec	Assessors' changes in assessed valuation will be made only once by a single notification (re-certification) to the county commissioners or other body authorized by law to levy property tax, and to the DLG. (C.R.S. 39-1-111(5))
15-Dec	Deadline for certification of mill levy to county commissioners (C.R.S 39-5-128(1)). Local governments levying property tax must adopt their budgets before certifying the levy to the county. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the purposes specified in such last appropriation. (C.R.S. 29-1-108(2) and (3))
22-Dec	Deadline for county commissioners to levy taxes and to certify the levies to the assessor. (C.R.S. 39-1-111(1))
31-Dec	Local governments not levying a property tax must adopt the budget on or before this date; governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the budget year. (C.R.S 29-1-108(4))

More information is available on our website – [www.dola.colorado.gov/budgets](http://www.dola.colorado.gov/budgets)

Use our  system by visiting [www.dola.colorado.gov/e-filing](http://www.dola.colorado.gov/e-filing)

## ESTIMATED EFFECT OF MUNICIPAL MILL LEVY CALCULATIONS

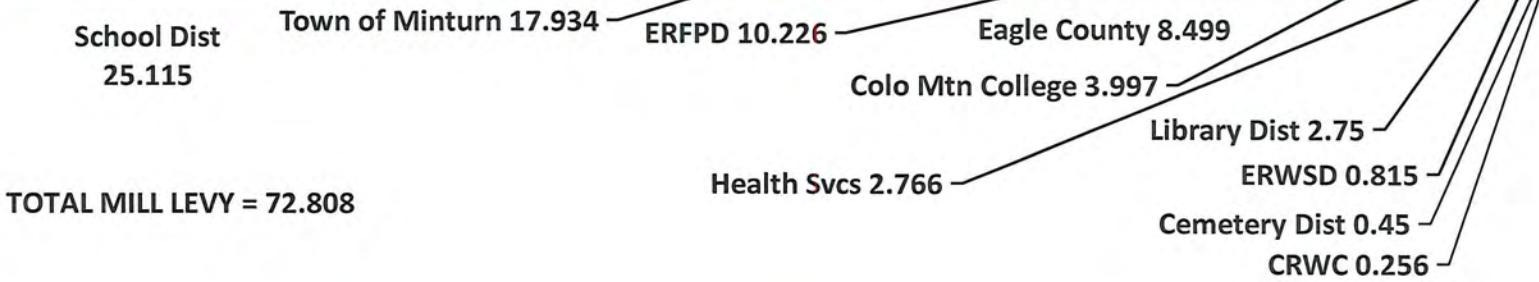
MARKET VALUE OF HOME	Residential 200,000.00	Commercial 200,000.00
RESIDENTIAL ASSESSMENT PERCENTAGE	7.15%	29%
MINTURN MILL LEVY	17.934	17.934
Residential $\frac{\$200,000 \times 7.15\% \times 17.934}{1,000} = \$256.46$	Commercial $\frac{\$200,000 \times 29\% \times 17.934}{1,000} = \$1,040.72$	

In 2002 the same house paid \$328.20 in Minturn property taxes and in 2017 the same house paid \$285.51 in Minturn property taxes. During the 2017 statewide reassessment, the Residential assessment decreased from 7.96% to 7.2% based on the Gallagher Amendment restrictions and again in 2019 the assessed rate fell to 7.15%. It is important to note that as the value of the house changes, so does the amount taxed.

In recent years, the values of residential housing have stabilized and are now increasing, affecting both the amount of property tax paid by the owner and the amount collected by the taxing entity.

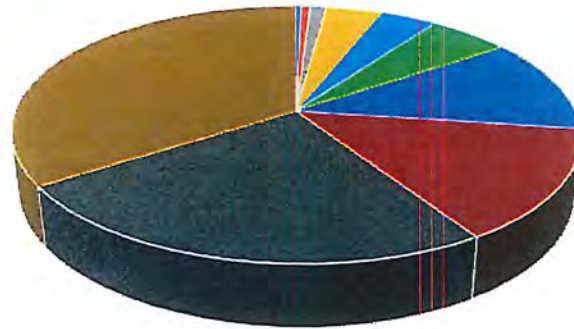


# WHERE DO MY TAX DOLLARS GO?



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# WHERE DO MY TAX DOLLARS GO?



- COLO RIVER WATER CONSERVATION
- ERWSD
- EAGLE CO HEALTH SERVICES
- EAGLE COUNTY
- MINTURN
- CEMETERY
- EAGLE VALLEY LIBRARY
- CMC
- ERFPD
- SCHOOL DIST



## Table 12 Option 3 - Water Rates REVISED Rate Methodology

Town of Minturn, CO

Base Rate Inflation (%)		0.0%	10.0%	5.0%	5.0%	8.0%	3.0%	0.0%	0.0%	0.0%	0.0%
Debt Service Charge		Based on actual projected Debt Service									
Excess Charge Inflation (Usage>4k gal, \$/1k gal)		0.0%	5.0%	5.0%	5.0%	8.0%	3.0%	0.0%	0.0%	0.0%	0.0%

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
<b>Growth Assumptions</b>													
Total SFE	730	750.3	795.3	840.3	885.3	930.3	975.3	1020.3	1065.3	1110.3	1155.3	1200.3	
New SFE (Infill)			33	33	33	33	33	33	33	33	33	33	330
New SFE (School - Malott Park)			12	12	12	12	12	12	12	12	12	12	120
<b>Rate Calculations</b>													
Minturn Base Rate	\$ 86.50	\$ 86.50	\$ 82.19	\$ 90.41	\$ 94.93	\$ 99.68	\$ 107.65	\$ 110.88	\$ 110.88	\$ 110.88	\$ 110.88	\$ 110.88	\$ 110.88
Minturn Revenues from Base Rate	\$ 757,740	\$ 778,811	\$ 784,388	\$ 911,648	\$ 1,008,493	\$ 1,112,742	\$ 1,259,892	\$ 1,357,564	\$ 1,417,439	\$ 1,477,314	\$ 1,537,189	\$ 1,597,064	
Net Increase In Base Rate Revenues	\$ -	\$ 21,071	\$ 5,577	\$ 132,837	\$ 229,681	\$ 333,931	\$ 481,081	\$ 578,753	\$ 638,628	\$ 698,503	\$ 758,378	\$ 818,253	
Debt Service	\$ 14,841	\$ 14,841	\$ 64,294	\$ 176,624	\$ 176,624	\$ 250,452	\$ 439,002	\$ 435,884	\$ 465,289	\$ 536,067	\$ 532,640	\$ 529,104	
Debt Coverage			\$ 10,287	\$ 28,260	\$ 28,260	\$ 40,072	\$ 70,240	\$ 69,742	\$ 74,446	\$ 85,771	\$ 85,222	\$ 84,657	
Annual Debt Service Charge/SFE	\$ 20.33	\$ 19.78	\$ 93.78	\$ 243.82	\$ 243.82	\$ 312.29	\$ 522.14	\$ 522.14	\$ 522.14	\$ 560.06	\$ 560.06	\$ 560.06	
Monthly Debt Service Charge/SFE			\$ 7.81	\$ 20.32	\$ 20.32	\$ 26.02	\$ 43.51	\$ 43.51	\$ 43.51	\$ 46.67	\$ 46.67	\$ 46.67	
Total Non-Volumetric Monthly Charge		\$ 86.50	\$ 90.00	\$ 110.73	\$ 115.25	\$ 125.70	\$ 151.16	\$ 154.39	\$ 154.39	\$ 157.55	\$ 157.55	\$ 157.55	
			4.05%	23.03%	4.08%	9.06%	20.26%	2.14%	0.00%	2.05%	0.00%	0.00%	
Use Charge (Usage > 0k gal.; \$/1k gal.)	\$ 4.82	\$ 5.07	\$ 6.50	\$ 6.83	\$ 7.17	\$ 7.52	\$ 8.13	\$ 8.37	\$ 8.37	\$ 8.37	\$ 8.37	\$ 8.37	
Use Revenues	\$ 39,525	\$ 40,560	\$ 243,479	\$ 256,931	\$ 271,127	\$ 286,106	\$ 310,540	\$ 321,455	\$ 323,063	\$ 324,678	\$ 326,301	\$ 327,933	
Average System Usage	8,200	8,000	37,458	37,646	37,834	38,023	38,213	38,404	38,596	38,789	38,983	39,178	
Net User Charge Revenue	\$ 812,106	\$ 834,212	\$ 1,102,449	\$ 1,373,464	\$ 1,484,504	\$ 1,689,372	\$ 2,079,675	\$ 2,184,645	\$ 2,280,237	\$ 2,423,829	\$ 2,481,353	\$ 2,538,757	\$ 19,638,284
Gross Revenue Target (Less Taps)			\$ 1,248,514	\$ 1,417,311	\$ 1,455,354	\$ 1,661,813	\$ 2,085,915	\$ 2,144,842	\$ 2,206,080	\$ 2,269,716	\$ 2,335,841	\$ 2,404,550	
Over/(Under) Target			\$ (148,065)	\$ (43,847)	\$ 29,149	\$ 26,560	\$ (6,240)	\$ 39,803	\$ 74,157	\$ 154,114	\$ 145,511	\$ 134,207	\$ 407,349
<b>Monthly Water Charge</b>													
Residential User (4,000 gal/month)	\$ 86.50	\$ 86.50	\$ 116.00	\$ 138.03	\$ 143.91	\$ 155.79	\$ 183.67	\$ 187.87	\$ 187.87	\$ 191.03	\$ 191.03	\$ 191.03	
			34.10%	18.99%	4.25%	8.25%	17.89%	2.29%	0.00%	1.68%	0.00%	0.00%	
Average Residential User (4,246 gallons)	\$ 86.50	\$ 86.50	\$ 117.54	\$ 139.65	\$ 145.61	\$ 157.58	\$ 185.59	\$ 189.86	\$ 189.86	\$ 193.02	\$ 193.02	\$ 193.02	
			35.89%	18.81%	4.27%	8.22%	17.78%	2.30%	0.00%	1.66%	0.00%	0.00%	
<b>Tap and System Improvement Fee</b>													
Tap Fee		\$ 4,700	\$ 4,841	\$ 4,986	\$ 5,136	\$ 5,290	\$ 5,449	\$ 5,612	\$ 5,780	\$ 5,954	\$ 6,132		
Taps @ \$4,700/SFE	\$ 155,112	\$ 159,765	\$ 164,558	\$ 169,494	\$ 174,578	\$ 179,815	\$ 185,210	\$ 190,765	\$ 196,488	\$ 202,382	\$ 208,455	\$ 214,700	\$ 1,778,168
System Impact Fee @ 2,250/sq ft (\$9,457.5)	\$ 9,458	\$ 9,741	\$ 10,033	\$ 10,334	\$ 10,644	\$ 10,964	\$ 11,293	\$ 11,632	\$ 11,980	\$ 12,340	\$ 12,710	\$ 13,080	\$ 123,400
Total System Fees	\$ 312,110	\$ 324,472	\$ 331,116	\$ 341,049	\$ 351,280	\$ 361,819	\$ 372,673	\$ 383,853	\$ 395,368	\$ 407,228	\$ 418,853	\$ 430,880	\$ 3,577,968

77



**Table xx**  
**Option 2 - Water Utility Operations Cash Flow Analysis**  
 Town of Misturn, CO

	Actual		Estimated	Budget	1	2	3	4	5	6	7	8	9	10
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	
10 Beginning net assets	2,750,000	2,850,097	2,903,516	2,975,233	3,271,402	3,807,782	4,425,456	4,639,135	4,991,129	5,505,421	6,049,376	6,647,677	7,256,009	
11														
12 Operating Revenues														
13 Water Charges - User Fees	743,264	796,195	831,300	1,027,867	1,168,578	1,279,619	1,398,849	1,570,432	1,679,020	1,740,502	1,801,992	1,863,490	1,924,997	
14 Water Charges - Debt Fees	14,473	14,840	14,840	74,581	204,884	204,884	290,524	509,242	505,626	539,735	621,837	617,862	613,760	
15 Water Charges - Meter Installs	1,285	0	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
16 Water Tap Fees	0	20,000	20,000	467,222	481,237	495,674	510,543	525,859	541,634	557,882	574,618	591,856	609,611	
17 Other	10,713	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000	
18 Total Operating Revenues	769,735	850,035	885,140	1,589,670	1,874,701	2,000,177	2,219,916	2,625,534	2,746,279	2,858,119	3,018,447	3,093,208	3,168,368	
19														
20 Operating Expenses														
21 Operating and Maintenance	568,932	658,440	675,524	735,053	755,078	763,197	784,240	807,767	832,000	856,960	882,869	909,149	936,424	
Added Production Cost from Growth				25,696	52,155	79,937	109,059	139,582	171,568	205,079	240,180	276,938	315,422	
New Plant Operational Costs				195,000	107,100	109,242	111,427	113,655	115,928	119,247	120,612	123,024	125,485	
Augmentation Costs (70 AF)				65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	
22 O&M Capital Items (Leak & GIS)				167,058	246,176	254,838	379,740	620,881	629,543	659,920	712,010	720,673	734,071	
23 Depreciation - Water	91,081	128,943	128,943	167,058	246,176	254,838	379,740	620,881	629,543	659,920	712,010	720,673	734,071	
24 Total Operating Expenses	660,013	787,383	804,467	1,097,807	1,228,509	1,272,214	1,449,485	1,761,388	1,828,975	1,920,589	2,036,316	2,111,104	2,193,210	
25														
26 Net Operations	109,721	62,652	80,673	491,863	649,193	727,963	770,450	864,148	917,304	937,530	982,132	982,105	975,157	
27 Non operating revenues (expenses)														
28 Interest Income	0	0	0	0	0	0	0	0	0	0	0	0	0	
29 Interest Expense - Existing Debt	(6,624)	(5,233)	(8,957)	(9,351)	(8,042)	(7,707)	(7,408)	(7,097)	(6,772)	(6,434)	(6,082)	(5,714)	(5,332)	
Interest Expense - Existing GO				0	0	0	0	0	0	0	0	0	0	
Interest Expense - Existing Rev				(9,351)	(8,042)	(7,707)	(7,408)	(7,097)	(6,772)	(6,434)	(6,082)	(5,714)	(5,332)	
30 Interest Expense - New Debt (2020-2029)				(52,524)	(184,770)	(182,682)	(255,434)	(405,058)	(398,240)	(387,148)	(377,750)	(368,058)	(358,058)	
32 Costs of Issuance				(134,409)			(393,829)							
33 Total non operating revenue (expenses)	(9,624)	(8,233)	(8,957)	(185,694)	(192,812)	(190,289)	(656,771)	(412,154)	(403,012)	(393,574)	(383,831)	(373,773)	(363,388)	
34														
35 Net Increase (decrease) In resources	100,097	53,419	71,716	296,170	636,380	617,673	113,679	451,994	514,292	543,955	598,300	608,332	611,769	
36														
37 Operating Transfer In (Out)														
38 Capital Contributions														
39 Cumulative Effect of Change in Accl Principle														
40 PILOT Payment														
41 Ending Net Assets	2,850,097	2,903,516	2,975,233	3,271,402	3,807,782	4,425,456	4,639,135	4,991,129	5,505,421	6,049,376	6,647,677	7,256,009	7,867,778	
42 CIP Funding														
43 Purchase of Capital Assets - Water	0	0	0	(3,308,088)	(250,000)	(250,000)	#####	(250,000)	(250,000)	(2,130,000)	(250,000)	(250,000)	(650,000)	
44 Capital Contributions														
45 Principal Payments on Existing bonds	(5,217)	(5,688)	(5,885)	(6,480)	(6,789)	(7,134)	(7,433)	(7,744)	(8,068)	(8,407)	(8,760)	(9,127)	(9,508)	
46 Bonds Issued				3,360,231			9,848,230							
49 Future Debt Principal (2020-2029)				0	(68,866)	(70,554)	(72,812)	(75,512)	(78,429)	(81,429)	(84,520)	(87,691)	(90,943)	
52														
53 Beginning Cash	1,131,157	1,254,238	1,344,364	1,539,138	2,056,116	2,513,506	3,058,330	3,005,733	3,545,352	4,146,789	2,918,828	3,667,559	4,424,927	
54 Add net operations (line 23)	109,721	62,652	80,673	491,863	649,193	727,963	770,450	864,148	917,304	937,530	982,132	982,105	975,157	
55 Add back depreciation (line 20)	91,081	128,943	128,943	167,058	246,176	254,838	379,740	620,881	629,543	659,920	712,010	720,673	734,071	
56 Add net non operating (line 30)	(9,624)	(8,233)	(8,957)	(185,694)	(192,812)	(190,289)	(656,771)	(412,154)	(403,012)	(393,574)	(383,831)	(373,773)	(363,388)	
57 Add capital and bond (lines 40-49)	(9,217)	(5,688)	(5,885)	53,751	(326,165)	(327,608)	(646,019)	(723,256)	(542,398)	(2,431,636)	(561,878)	(571,630)	(682,022)	
58 Add transfer in (out)	0	0	0	0	0	0	0	0	0	0	0	0	0	
59 Net change in balance sheet items	(62,801)	(80,629)	0	0	0	0	0	0	0	0	0	0	0	
60 Ending Cash	1,254,238	1,344,364	1,539,138	2,056,116	2,513,506	3,058,330	3,005,733	3,545,352	4,146,789	2,918,828	3,667,559	4,424,927	4,778,744	
61 Restricted Cash	0	0	0	175,821	175,821	175,821	691,122	691,122	691,122	691,122	691,122	691,122	691,122	
62 Unrestricted Cash	1,254,238	1,344,364	1,539,138	1,880,295	2,337,685	2,882,509	2,314,611	2,854,230	3,455,667	2,227,706	2,976,437	3,733,805	4,087,622	
63														
64 Ending Net Assets	2,850,097	2,903,516	2,975,233	3,271,402	3,807,782	4,425,456	4,639,135	4,991,129	5,505,421	6,049,376	6,647,677	7,256,009	7,867,778	

WATER COST ANNALISYS

**WATER COST  
VS.  
WATER EXPENSE**

LAST UPDATED 10/1/2020

	2021	NET	TOTAL
WATER REVENUE	1,121,057.00		
MISC	19,000.00		
		1,140,057.00	
EXPENSE			
GENERAL	757,134.00		
INTERFUND TRANSFER	0.00		
NET GRANT EXPENSES	0.00		
CAPITAL EXPENSE	28,000.00		
DEPRECIATION	108,000.00		
		893,134.00	246,923.00
DEBT SERVICE FEE	204,884.00		
TAP/SIF/CIL FEES	120,000.00		
BOND PROCEEDS	2,000,000.00		
		2,324,884.00	
WATER SYSTEM CIP	2,265,000.00		
DEBT SVC ANNUAL PYMT	14,841.00		
		2,279,841.00	45,043.00
MISC			
TRASH REVENUE	122,000.00		
		122,000.00	
TRASH EXPENSE	100,000.00		
		100,000.00	
			22,000.00

NET REV/(EXP) 313,966.00

The following rates follow the recommended schedule approved in 2020

	2020	2021	
Base Rate - 2021	\$ 82.19	90.41	10% increase
Volumetric Rate/1000gal	\$ 6.50	6.83	5% increase
Debt Service	\$ 7.81	20.30	
3/4in Residential Water Tap	\$ 5,182.00	5,441.10	5% increase
System Impact Fee			
<1500sqft	\$ 4.26	4.47	5% increase
1501-3000sqft	\$ 5.37	5.64	5% increase
>3000sqft (2SFE's)	\$ 6.47	6.79	5% increase
up to 750sqft (.5SFE)	\$ 4.26	4.47	5% increase
Cash In Lieu of Water Fee	\$ 11,737.95	12,324.85	5% increase
Trash Fee	\$ 33.96	33.96	No Change



	2018							2019							2020									
	Excess Use		Excess Use		Total Water	Debt Svc	Trash	Total	Excess Use		Excess Use		Total Water	Debt Svc	Trash	Total	Excess Use		Excess Use		Total Water	Debt Svc	Trash	Total
	Base Rate	Res	Comm	Water					Res	Comm	Water	Res					Comm	Water	Res	Comm				
January	58,051.36	2,293.77	1,188.28	61,533.41	1,210.56	9,169.20	71,913.17	3,401.21	62,566.30	856.03	801.06	64,223.39	1,207.15	9,471.28	74,901.82	2,689.98	58,712.99	10,517.00	4,914.00	74,143.99	5,620.64	9,619.19	89,383.82	9,920.60
February	58,902.07	1,305.16	1,821.38	62,028.61	1,193.09	9,173.70	72,395.40	3,207.75	62,854.01	1,084.98	4,334.85	68,273.84	1,213.12	9,472.82	78,959.78	6,245.23	65,109.62	9,899.50	5,037.50	80,046.62	5,728.68	9,580.71	95,356.01	11,772.78
March	58,954.88	915.56	686.67	60,557.11	1,196.87	9,190.70	70,944.68	3,166.90	62,800.54	714.87	3,016.65	66,532.06	1,211.58	9,472.82	77,216.46	5,974.95	59,354.08	8,684.00	4,719.00	72,757.08	5,681.55	9,615.80	88,054.43	6,225.02
April	60,663.03	1,441.52	711.02	62,815.57	1,229.40	9,121.40	73,166.37	4,107.44	56,644.40	943.02	937.95	58,525.37	1,208.94	9,482.82	69,217.13	-4,290.20	59,669.46	9,899.50	4,693.00	74,261.96	5,718.54	9,614.67	89,595.17	15,736.59
May	60,421.17	1,251.59	428.56	62,101.32	1,224.45	9,175.30	72,501.07	3,849.96	60,823.51	1,135.68	638.82	62,598.01	1,211.75	9,453.71	73,263.47	496.69	53,751.00	11,550.50	1,410.50	66,712.00	4,919.20	9,562.41	81,193.61	4,113.99
June	60,612.49	1,933.39	462.65	63,008.53	1,190.90	9,113.70	73,313.13	3,507.22	62,235.04	998.79	476.58	63,710.41	1,205.86	9,440.48	74,356.75	701.88	54,143.43	11,570.00	1,410.50	67,123.93	4,946.27	9,360.33	81,430.53	3,413.52
July	62,010.12	4,967.40	857.12	67,834.64	1,189.14	9,134.50	78,158.28	2,347.90	64,668.84	1,815.06	795.99	67,279.89	1,207.12	9,440.48	77,927.49	-554.75	54,574.46	18,284.50	1,443.00	74,301.96	4,955.66	9,624.57	88,882.29	7,022.07
August	65,170.36	6,818.00	1,392.82	73,381.18	1,228.98	9,175.30	83,785.46	5,242.95	64,176.34	4,486.95	1,510.86	70,174.15	1,210.14	9,375.80	80,760.09	-3,207.03				0.00			0.00	-70,174.15
September	63,371.01	3,613.54	1,246.72	68,231.27	1,197.55	9,082.90	78,511.72	5,061.59	65,891.85	4,162.47	1,475.38	71,529.70	1,202.12	9,225.43	81,957.25	3,298.43				0.00			0.00	-71,529.70
October	62,316.83	2,322.99	735.37	65,375.19	1,202.24	9,052.10	75,629.53	1,494.46	63,843.52	3,797.43	1,419.60	69,060.55	1,212.41	9,345.64	79,618.60	3,685.36				0.00			0.00	-69,060.55
November	58,790.98	1,144.41	491.87	60,427.26	1,189.26	9,032.10	70,648.62	1,307.00	62,032.18	1,221.87	1,019.07	64,273.12	1,196.96	9,256.70	74,726.78	3,845.86				0.00			0.00	-64,273.12
December	60,262.78	920.43	574.66	61,757.87	1,223.57	9,082.90	72,064.34	3,439.87	62,925.50	420.81	1,024.14	64,370.45	1,213.02	9,289.04	74,872.51	2,612.58				0.00			0.00	-64,370.45
	729,527.08	28,927.76	10,597.12	769,051.96	14,476.01	109,503.80	893,031.77	41,124.25	751,462.03	21,637.96	17,450.95	790,550.94	14,500.17	112,727.02	917,778.13	21,498.98	405,315.04	80,405.00	23,627.50	509,347.54	37,570.54	66,977.78	613,895.86	-281,203.40

u:water rate comparison

02



TOWN OF MINTURN

Box 309 (302 Pine Street)  
Minturn, Colorado 81645-0309  
970-827-5645 Fax: 970-827-4049

**FROM THE DESK OF  
JAY BRUNVAND, TREASURER/TOWN CLERK  
MEMORANDUM**

To: Town Staff  
CC:  
Date: 9/22/20 9:11 AM  
RE: 2021 Town Holidays

As you are aware the Town recognizes the following Holidays as a day off with Pay.

<b>HOLIDAY</b>	<b>DAY/DATE RECOG</b>	<b>BASIS</b>
New Year's Day	Friday, January 1	First day of January
Martin Luther King Day	Monday, January 18	Third Monday of January
President's Day	Monday, February 15	Third Monday of February
Memorial Day	Monday, May 31	Last Monday of May
Independence Day	Monday, July 5	Fourth of July
Labor Day	Monday, September 6	First Monday of Sept
Veteran's Day	Thursday, Nov 11	11 <sup>th</sup> day of the 11 <sup>th</sup> month
Thanksgiving Day	Thursday, November 25	Fourth Thursday of Nov
Day after Thanksgiving	Friday, November 26	Fourth Friday of Nov
Christmas Day	Friday, December 24	Twenty-fifth day of Dec

Please remember certain employees may be scheduled to work on observed holidays pursuant to Town needs. They will be granted time off on a day agreed to in advance with the department director and the Town Manager.

Please contact me if you have any questions, jay

Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
Town Manager



# Calendar for Year 2021 (United States)

January							February							March									
Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa
1						1	2	6		1	2	3	4	5	6	10		1	2	3	4	5	6
2	3	4	5	6	7	8	9	7	7	8	9	10	11	12	13	11	7	8	9	10	11	12	13
3	10	11	12	13	14	15	16	8	14	15	16	17	18	19	20	12	14	15	16	17	18	19	20
4	17	18	19	20	21	22	23	9	21	22	23	24	25	26	27	13	21	22	23	24	25	26	27
5	24	25	26	27	28	29	30	10	28							14	28	29	30	31			
6	31																						
6:● 13:● 20:● 28:○							4:● 11:● 19:● 27:○							5:● 13:● 21:● 28:○									
April							May							June									
Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa
14					1	2	3	18						1	23			1	2	3	4	5	
15	4	5	6	7	8	9	10	19	2	3	4	5	6	7	8	24	6	7	8	9	10	11	12
16	11	12	13	14	15	16	17	20	9	10	11	12	13	14	15	25	13	14	15	16	17	18	19
17	18	19	20	21	22	23	24	21	16	17	18	19	20	21	22	26	20	21	22	23	24	25	26
18	25	26	27	28	29	30		22	23	24	25	26	27	28	29	27	27	28	29	30			
								23	30	31													
4:● 11:● 20:● 26:○							3:● 11:● 19:● 26:○							2:● 10:● 17:● 24:○									
July							August							September									
Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa
27					1	2	3	32	1	2	3	4	5	6	7	36				1	2	3	4
28	4	5	6	7	8	9	10	33	8	9	10	11	12	13	14	37	5	6	7	8	9	10	11
29	11	12	13	14	15	16	17	34	15	16	17	18	19	20	21	38	12	13	14	15	16	17	18
30	18	19	20	21	22	23	24	35	22	23	24	25	26	27	28	39	19	20	21	22	23	24	25
31	25	26	27	28	29	30	31	36	29	30	31					40	26	27	28	29	30		
1:● 9:● 17:● 23:○ 31:○							8:● 15:● 22:○ 30:○							6:● 13:● 20:○ 28:○									
October							November							December									
Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa	Week	Su	Mo	Tu	We	Th	Fr	Sa
40						1	2	45		1	2	3	4	5	6	49				1	2	3	4
41	3	4	5	6	7	8	9	46	7	8	9	10	11	12	13	50	5	6	7	8	9	10	11
42	10	11	12	13	14	15	16	47	14	15	16	17	18	19	20	51	12	13	14	15	16	17	18
43	17	18	19	20	21	22	23	48	21	22	23	24	25	26	27	52	19	20	21	22	23	24	25
44	24	25	26	27	28	29	30	49	28	29	30					1	26	27	28	29	30	31	
45	31																						
6:● 12:● 20:○ 28:○							4:● 11:○ 19:○ 27:○							4:● 10:○ 18:○ 26:○									

*Handwritten notes:*  
 Anniversary  
 Office Closed

## Holidays and Observances:

Jan 1	New Year's Day	May 5	Cinco de Mayo	Nov 2	Election Day
Jan 18	Martin Luther King Jr. Day	May 9	Mother's Day	Nov 11	Veterans Day
Feb 1	First Day of Black History Month	May 31	Memorial Day	Nov 25	Thanksgiving Day
Feb 14	Valentine's Day	Jun 19	Juneteenth	Nov 26	Black Friday
Feb 15	Presidents' Day (Most regions)	Jun 20	Father's Day	Dec 24	'Christmas Day' observed
Mar 1	First Day of Women's History Month	Jul 4	Independence Day	Dec 24	Christmas Eve
Mar 17	St. Patrick's Day	Jul 5	'Independence Day' observed	Dec 25	Christmas Day
Apr 4	Easter Sunday	Sep 6	Labor Day	Dec 31	'New Year's Day' observed
Apr 5	Easter Monday	Oct 11	Columbus Day (Most regions)	Dec 31	New Year's Eve
Apr 15	Tax Day	Oct 31	Halloween		



	ITEM	INT FUND TRANS	2021 AMOUNT	ACCOUNT
NON-ENT FUNDS	INTERFUND CAPITAL TRANSFER		0.00	
	BOBCAT		3,000.00	06-01-5249
	STREET/SIDEWALK/DRAINAGE		40,000.00	01-06-5352
	PW VEHICLE		25,000.00	06-01-5249
	PW LOADER		0.00	06-01-5249
	PUBLIC BLD MAINT		15,000.00	01-06-5290
	PW TOOLS		5,000.00	01-06-5120
	COMPUTER ROTATION		5,000.00	01-01-5292
	NETWORK UPGRADE		12,000.00	01-01-5120
	SOUND SYSTEM UPGRADE		36,000.00	04-01-5250
	PARK MAINT		26,000.00	01-06-5357
	BIKE PARK MAINT		15,000.00	01-06-5357
PRIORITY 2	ADDITIONAL STRT/SIDEWALKS			FUNDED DURING YEAR
			182,000.00	

ENT FUND

	DEBT SERV-TOWN CENTER	YES	0.00	02-00-4570 TO 04-00-4570
	BOBCAT		3,000.00	02-09-8000
	PW VEHICLE		25,000.00	02-09-8000
	PW LOADER		0.00	02-09-8000
	PW TOOLS		5,000.00	02-06-5150
	WATER PLANT/SYSTEM		40,000.00	02-06-5293
	WATER RIGHTS MAINT		132,500.00	02-06-5352
CTF FUND	WOOD TREAT:MGRS HS, EP		0.00	03-00-5140
	RESTROOM & AMPHITHEATER		0.00	

205,500.00

<b>NON ENTERPRISE FUND ITEMS</b>	<b>2020</b>	<b>2021</b>
INTERFUND CAPITAL TRANSFER	39,000.00	0.00
BOBCAT	3,000.00	3,000.00
STREET/SIDEWALK/DRAINAGE	40,000.00	40,000.00
PW VEHICLE	0.00	25,000.00
PW LOADER	128,344.38	0.00
PUBLIC BLD MAINT	15,000.00	15,000.00
PW TOOLS	5,000.00	5,000.00
COMPUTER ROTATION	5,500.00	5,000.00
NETWORK UPGRADE	0.00	12,000.00
WEBSITE SOFTWARE	0.00	36,000.00
PARK MAINT	26,000.00	26,000.00
BIKE PARK MAINT	0.00	15,000.00
	261,844.38	182,000.00

<b>ENTERPRISE FUND</b>		
INTERFUND TRANSFER	0.00	0.00
BOBCAT	3,000.00	3,000.00
PW VEHICLE	0.00	25,000.00
PW LOADER	128,344.38	0.00
PW TOOLS	5,000.00	5,000.00
WATER PLANT/SYSTEM	40,000.00	40,000.00
WATER RIGHTS MAINT	125,950.00	132,500.00
	302,294.38	205,500.00

<b>CONSERVATION TRUST FUND</b>		
WOOD TREAT:MGRS HS, EP	0.00	0.00
RESTROOM & AMPHITHEATER	0.00	0.00
FISHING ACCESS GRANT	0.00	0.00
BONEYARD CONSERVATION	0.00	0.00
BIKE TRACK STUDY	0.00	0.00
	0.00	0.00

**FROM THE DESK OF  
JAY BRUNVAND, MINTURN FINANCE OFFICE  
MEMORANDUM**

FROM: Jay Brunvand, Treasurer  
DATE: 09/22/20  
RE: Capital Improvement Plan and Needs List

Proposal: Following is a narrative summary of the Town wide Capital Improvement Plan. The intent of this summary is to:

- Maintain existing capital facilities and equipment
- Continue to rotate our vehicle stock so as to best recognize an efficient and cost-effective fleet
- Provide capital assets that are safe and desirable to the employees and citizens of the Town of Minturn
- Maintain or complete existing programs through the assessment of needs and costs and to recognize potential system needs in order to avert avoidable issues in the future.
- Move the Town philosophy from a reactionary system to a proactive system

In November 2018 the Town passed a 4% Construction Use Tax to help fund our growing list of Capital needs. Dollars collected from this tax will be utilized to further our repair and maintenance schedules.

**Streets, Roads and Bridges:**

Public Works should maintain and annually confirm and update a list of all streets in Town and the status of each. This list should include a dated bid of the cost to overlay each road. I have included below the most recent summary of the streets and repairs. For 2020 we have budgeted \$40,000 for Street/Sidewalk Maintenance (01-06-5352). Additionally, a Capital Outlay-Special Projects account has been created to allocate planned improvements (XX-09-8000).

Through much of Minturn's history our road maintenance schedule has been nonspecific and addressed only when a road was at or nearly failing. A standardized repair and maintenance program for road maintenance Capital Improvements and Order of Magnitude schedule has been developed by our contracted Town Engineer firm, Intermountain Engineering. This plan is developed as a component of this Capital Plan whereby patch, crack and annual maintenance are scheduled for all roads in order to maintain the road infrastructure. Currently a set amount is budgeted based on availability in the General Fund line item 01-06-5352 and utilized based on need and in consideration of this plan and Special Projects have been proposed to accommodate major repairs and projects. In 2021 Pine Street is scheduled to be slurry sealed.

During our annual review of this document, assessments have been made on each street, road, and bridge as to its current condition, its maintenance needs, its upgrade needs, the ability to phase improvements, a cost assessment, and a priority has been established.

- Establish a classification system for all roads to include arterial, collector and local roads.
- Survey and establish a database of all streets, right's of way, sidewalks, gutters and water lines
- Hwy 24 – this road is approximately 20 blocks long (3.6 miles from MP 143.6 to MP 147.2). The State of Colorado is the primary maintenance crew on this road. Our PW Dept works with CDOT to ensure concerns are addressed. An existing agreement is annually renewed and expires in November of each year.
  - The Town maintains a contract with CDOT whereby the Town will plow and remove snow and perform other specific maintenance on Hwy 24 within the Town along the sides of the roadway. CDOT will plow the main traffic areas.
  - Summer 2010 the "S" curves at the North end of Main Street were repaired and paved and in 2016 several major bulges were mitigated halfway between the north town boundary and the "S" curves. During most winters, this section of road is undermined

with water, ice and falling debris. In early spring CDOT patches the worst areas and will complete more as spring and summer weather allow. Summer of 2013 the South end of Town was roto milled and new asphalt was laid. During the summer of 2014 repairs and an asphalt overlay was conducted in the travel lanes from the "S" turns north for approximately one mile.

- A phased plan to address the 100 Block entryway was begun in the fall of 2015. A major upgrade was completed in 2016 in the 100 block and engineering was completed from the 200 block to Maloit Park Road. This plan is funded using Minturn funds, a DOLA grant, and CDOT TAP grant.
- In 2017 and annually thereafter, the town will rent a heavy-duty street sweeper in the spring and sweep all streets.
- In 2019 Hwy 24 was significantly upgraded from the I-70 interchange at the north end of town to Maloit Park Road at the south end of town. CDOT managed the entire project but the town contributed with grants and additional town source funding. The entire project was estimated at \$3m.
  - CDOT replaced and upgraded all guardrails and paving.
  - In the 500 to approximately the 1000 block drainage, curb/gutter, and sidewalk was installed within the CDOT right of way.
  - Sidewalks were installed within this area and on both sides of Hwy 24 if able, if not able at least on one side.
  - Curb stops were located and marked in the sidewalk areas and driveway access was improved.
- Minturn Road – This road is divided in near half with the north end a County road maintained by the County and a Town road to the south maintained primarily by the Town. The County is willing to assist on road grading and the like but it is hit and miss. Where the road shifts from County to Town ownership continues to be an area of high maintenance and is often rutted and wash-boarded. During the summer of 2012 the road was stripped of the roto-mill that had served as paving and was graded with new road base from the USFS Bridge (North Bridge) to Taylor St by Eagle County Road and Bridge. This cooperative grading is scheduled to continue annually.
- Taylor Ave – The lower area of the 100 block was reconstructed and paved in 2007. It has no sidewalks, little shoulder or snow stacking area, and narrows progressively as you move north. In 2015 the rail tracks were covered over with asphalt to improve the passage way for vehicular traffic.
- Grant Ave – This road is undeveloped yet platted and runs north/south and parallel to Taylor Ave along the east side. In 2019 the entire stretch of road was surveyed and encroachments are being addressed.
- Railroad Ave – the area from Bellm Bridge to the right-hand turn where Taylor St begins was roto milled and overlaid during the 2009 summer at a cost of approximately \$25k. In 2015 the area from the north end of the Saloon to the tracks was completely rebuilt and curb and gutter was added to assist in water drainage.
- Eagle St (AKA Eagle River St.) – Very narrow alley which starts and stops intermittently between the 100 and 400 blocks on the east side between Main St and the Eagle River. In 2013 the 100 to approximately mid-200 block was significantly improved with drainage, curb and gutter, and complete tear up and repave of the road. The street travels south parallel to the Eagle River from the 100 block for almost two blocks dead ending just south of the Manager's House (210 Eagle St), then picks up again for a short distance in the 300 block dead ending again, and picking up again to include the 400 block between Harrison and Meek where it again dead ends. This street was crack sealed in 2011.
- Williams St – Very narrow alley that runs parallel along the west side of Hwy 24 in the 100 block. The area is used for the summer Minturn Market and much of the area is in good shape and has



been jointly maintained by the immediate property owner, MR Minturn, and the Town over the years. This street was crack sealed in 2011.

- 1<sup>st</sup> Street – This road currently exists as a parking lot between 101 Main St and 131 Main St and runs from Main Street to Williams Ave with a 40ft ROW. The Town works in partnership with Minturn Realty/MR Minturn, the current owner of the adjacent properties, to maintain this area. Direction was given in 2017 to survey this area in order to pin the 1<sup>st</sup> street right-of-way in order to address concerns and confusion of encroachments, width, and length.
- Nelson Ave – Nelson runs from Main St west a short distance up the hill. It is approximately less than two blocks or so and then becomes a private road which is VERY steep. This area has been developed and consists of several private homes and a small hotel. Although it is in pretty good shape it is a future concern of the Town due to its horrible incline, and limited sidewalk and curb/drainage potential. This street was crack sealed in 2011. Drainage work was done on Nelson Ave from Williams St to Main Street in 2015.
- Toledo Ave – extends from Eagle St to Pine St across Hwy 24. In 2013 this road was significantly improved with drainage, curb and gutter, and complete tear up and repave of the road between Eagle Street and Hwy 24. The area from Hwy 24 to Pine St. holds leased parking from the Town to the Ironworks Building (201 Main St) as most of their parking is in the right of way. This street was crack sealed in 2011.
- Norman Ave – Extends from the river to Pine St and is a priority repair. The Hwy 24 to Pine was rebuilt when we built the Town Center in 2000. Drainage is a significant issue as we are unable to fully pave the north side of Norman between Boulder and Pine St's due to a zero percent incline. This street was rebuilt and drainage, curb and gutter were added in 2015. This street was crack sealed in 2011 and 2016.
- Harrison Ave – Harrison runs from the River to Pine St and is generally in good shape. During a water line looping project in the summer of 2014 the street was roto milled and overlaid from Main St to Pine St at a cost of approximately \$16,000. This street was crack sealed in 2011 and 2016.
- Boulder St – Boulder St is a modified alley. In the 200 block it is two-way; in the 300 block it is one-way north to south; the rest of Boulder from the 400 to the 700 block runs one-way south to north. From Toledo to Harrison it has hot-patched potholes but is generally in good condition. The 200 block could be reconfigured for better parking. From Harrison on it is one way in sections and single lane at best. It is in need of repairs and overlay. This street was crack sealed in 2011 and 2016.
- Pine St – runs from the 200 block to about the 5-600 block poor maintenance and snowpack have caused the street to degrade over the years. It was reconstructed in the mid 90's or so. In 2012 the 200 block was roto-milled and paved; curb and gutter drainage were installed along the east side and sidewalk, curb, and gutter were installed along the west side. In the 400 block and on south the street seems to narrow progressively as you travel south whereby when you reach Mann Ave the right of way is potentially not where the road actually sits. The street has narrow sidewalks in various states of disrepair. The street is a priority. This street was crack sealed in 2011 and 2016. The street is scheduled for a slurry seal coating in FY2021.
- Byre Ave – Byre runs from the river to Hwy 24, skips Hwy 24 to Boulder, and runs from Boulder to Pine. The road is poorly defined, is very narrow, and resembles more of a parking lot than a defined street. There are no sidewalks or curbs defining the road. During the winter months, it is used for snow stacking between Eagle St and Main St. This street was crack sealed in 2011 and 2016.
- Meek Ave – Hwy to Pine was roto milled and overlaid in approximately 2007 and includes asphalt drainage pans. This Avenue has been a source of concern as the northwest corner of Meek and

Boulder has drainage issues onto the residential property. This street was crack sealed in 2011 and 2016, and significant pothole patching was done in 2020.

- Mann Ave – Hwy to Pine was roto milled and overlaid a few years ago and includes some asphalt drainage pans. This street was crack sealed in 2011 and 2016.
- Cemetery Rd – On the east side of the river is a dirt road that has heavy use by heavy equipment. This is the only connection to the east side of the river and is used to access the River View Cemetery, Little Beach Park, the Public Works shop area, and the land known as the Lease Lot. The traffic on this road is near 80% heavy equipment as both the Public Works facility and the New Castle Concrete plant utilize this road. The remaining 20% is access to cross country ski trails, the Cemetery, and the Forest Service shooting range. The road is maintained as needed and, other than the fact it is dirt, it is maintained to an acceptable standard. In FY2020 the Minturn Bike Park was constructed where the road terminates passed the Lease Lots.
- Three Bridges – Each of the bridges (North, Bellm, and Cemetery) are in deteriorating condition and have been cited as in need of minor to significant repairs on the annual State Bridge reports. During 2014 the public works crew made upgrades to the bridges at the water line.

#### Sidewalks:

Minturn does not have a defined sidewalk plan which should be addressed in this improvement plan. Sidewalks should be defined as a path for pedestrian and non-motorized travel and would include the standard three foot or five foot wide sidewalk, a paved path or even a soft path. Currently and in the past the Public Works Department had worked through 2015 with respective citizens by removing the old sidewalk, forming the new one and either using Lafarge left over concrete or the citizen purchased concrete. The Town PW's crew normally has preformed the finish work on the poured concrete. Although only a soft cost to the Town, this is a heavy burden on the PW's crew. New and or replacement sidewalks are budgeted within the Street and Sidewalk General Fund budget line item (01-06-5352). Complete sidewalks, curb, and gutter were installed on both sides of the street in FY2020. This addition runs south from Cemetery Bridge, 800 block, to approximately the 1000 block on the east side of Main St/Hwy 24 and from the mid 400 block to approximately the 1000 block on the west side of Main St/Hwy 24 in conjunction with the CDOT repaving from Down Jct to Maloit Park.

- Current sidewalks:
  - A standard width of 5ft has been established; a standard material should be established.
  - An assessment of current sidewalks to include the condition, placement, up grades, phasing and cost assessment will need to be established. This assessment has been determined a high priority.
  - Consideration should be given between sidewalk, paved path, or soft path in various areas as the need in the specific area warrants.
  - A defined sidewalk plan of where sidewalks/paths are placed, how sidewalks are maintained, weather the Town or the citizen is responsible, cost and enforcement of policy. This plan should include both winter shoveling and summer maintenance/repair. This plan should be sympathetic to the current "owner pays" program as well as future needs of the Town.
  - Funding should be based on need, phasing, and the ability to accomplish in conjunction with street repair/maintenance. Any reasonable outside funding mechanism should be considered to reduce or share the cost shouldered by the Town.
  - A base price should be calculated that could be extrapolated to price any size sidewalk.
- Future or proposed sidewalks:
  - Establish a needs list of new sidewalks and paths to allow safe pedestrian travel.
  - Establish a sidewalk plan that would relegate where sidewalks would be placed and if a path or soft path is a viable solution as well as allow for the requirement of sidewalk placement based on a specified cost or percentage of remodel.

- Establish priority needs and funding sources available to include Town funds in conjunction with outside grants. Any outside reasonable funding mechanism should be considered to reduce or share the cost shouldered by the Town.

**Entry and Streetscapes:**

Entry and Streetscape needs are customarily budgeted within the Street and Sidewalk General Fund budget line item (01-06-5352).

- In 2007 the Town created a plan with the OZ Group. This plan highlighted streetscape needs based on aesthetic quality and use emphasizing the Minturn culture and citizen desires. The Town also has worked with Downtown Colorado Inc to define procedures to implement the OZ plan and identify other options in order to establish a uniform character throughout Town. These plans lay out a defined project however do not extend to the engineered level.
- In 2009 the Town completed the Community Plan and in 2010 the Town held meetings to develop a Town sign. In 2011 two monument signs were installed, one at the north and one at the south end of Town, welcoming citizens and guests to Minturn.
- Establish a streetscape needs list progressing block by block on Hwy 24 to include priority and costs.
- Establish both Town and alternate sources of funding.
- Signage and uniform signage should be considered with the intent of eliminating nonproductive signage and replacing with uniform and clear signage, flags, banners and the like. Annually funds are appropriated in line item 02-06-5356. Annual funding is budgeted in order to further this goal.
- Annual progress should be highlighted and funding should be established based on need and priority in the annual budget. Annual highlights and needs budgeted to include traffic routing, sidewalk lighting within the Business District area, benches, and sidewalks/bulb-outs with a goal of enticing pedestrian traffic.
- In 2017 and 2018 the town planned and engineered and in 2019 in conjunction with CDOT repaving of Main St. installed a full street scape and drainage project from approximately Cemetery Bridge extending four or so blocks.
- Parking needs:
  - Currently the Town has on-street parking that is affected by the snowplow/removal schedule which utilizes alternate day on-street parking throughout Town. Additionally, the Town has the Municipal Lot which holds approximately 93 vehicles.
  - Partial funding of the parking needs is funded by businesses that do not have sufficient parking provided based on MMC code requirements.
  - Additional parking needs should be explored with one-way traffic and diagonal parking on the 200 block of Boulder, the Pine St side of 243 Boulder St (Not-A-Park) and the expansion and reintroduction of parking along Eagle Street.
  - The Planning Department conducted a parking needs study in the core area in FY2020 and will ideally extend this to the entire town.

**Building and Park Maintenance:**

A defined building maintenance program does exist and relies on manual annual inspections. Effective with the 2011 Fiscal Year Budget, the Town established a line item account in the General Fund for annual maintenance and repair of the Town's buildings and parks (01-06-5290). During 2012 the Town Center was painted on the exterior.

Over the past years, the town has had landscape maintenance contracts to cover various aspects of our park needs. Progressively from 2017 on the Town has undertaken more and more of the maintenance of the parks using existing staff for mowing operations and small contracts for flower and plant maintenance as well as the summer flower box program. This will continue in 2020.

The inspection program stated above includes at a minimum the following:

- Town Center (302 Pine St)
  - Outside painting and general repair

- Annual curb painting and spring cleaning
- Annual maintenance of HVAC system
- Annual maintenance of outside plant areas to include bark and plant replacement.
- The Town Center is on a weekly cleaning contract with an outside source and an as need carpet cleaning schedule. (Cost for both is \$750/mo)
- General repair and maintenance to include painting of the two rental apartments.
  - New carpet in these units was installed in 2013.
  - Professional cleaning and carpet cleaning is required by the renter upon checkout.
- Little Beach Park and Amphitheater
  - General annual maintenance of playground and picnic equipment and amphitheater to include wood treatment. In 2012 the wood features of the Amphitheater and play equipment were treated. This treatment program will continue on a five-year rotation.
  - Complete weeding of playground area and other areas as needed. This should be done annually and as needed during the season.
  - Currently the Town utilizes a contract with an outside vendor to maintain the greenery of all parks to include annual irrigation maintenance, fertilizer and weed treatment, and flower bed maintenance. The PW crew mows and waters during the season.
- Eagle River Park – 200 Eagle St.
  - Maintain annually all outside wood to include the public restrooms and picnic tables as needed.
  - Yard maintenance and basketball court maintenance.
  - General annual maintenance as needed.
- Town's House – 210 Eagle St
  - Maintain annually all outside wood to include the deck(s) and siding as needed.
  - Yard maintenance is normally performed by the occupant.
  - General annual maintenance as needed.
- Public Works Building
  - General annual maintenance to include
    - HVAC repair and maintenance
    - Roof drainage
    - Fuel tank area upkeep to include spill retention area
    - On going cleaning and repair/maintenance of the building and site as necessary to exude a professional and positive image of the Town.
- Water Plant
  - The Water Department maintains and cleans all water filters as needed. An assessment has been done to determine the life expectancy of each filter and asset on the property and how best to maintain those assets on an on-going basis. In 2018 a further larger assessment was undertaken to consider the efficiency of the existing plant and its potential to accommodate future growth and to what extent. As a result of this study the Town has developed a plan to replace the aging water purification system, distribution system, and water tank to best serve our future needs. This project(s) began in 2020 with the beginning stages of replacing our water tank, and to connect Well #4 to the Clear Well to enable required purification contact time and will extend 5-10 years. The project will require significant adjustments to our water rates and the issuance of bonds to fund the projects.
  - On-going cleaning and repair/maintenance of the buildings and site as necessary to exude a professional, safe, and positive image of the Town.
  - During 2014 a new master meter and accompanying housing was built. This upgrade is anticipated to last 50 years with proper maintenance and upkeep. In addition, several drainage upgrades were installed at the Water Plant pump house and well pumps.

**Enterprise Fund:**

The annual budget includes all operations and debt service of the Enterprise Fund. The Enterprise Fund includes the Water plant and systems including all distribution and collection systems, all citizen trash services, and parks and recreation needs. An additional annual allowance is budgeted, normally in the



\$40,000 range to cover water distribution line breaks, maintenance, and includes plant and system maintenance and improvements. The lines are twenty plus years and older. Many are in corrosive soils caused by the mining and railroad history of the Town and are therefore beginning to fail at an ever-increasing rate. Because much of the land has been developed only a handful of water taps are sold each year. In a normal system, tap fees would be utilized to pay for the future needs of the infrastructure system while fees would be used to pay the day to day costs. Because we sell so few water taps annually, any future plant and system repairs and maintenance need to be paid by water fees collected (adding an additional strain to the funding mechanism).

- A defined management system has been developed by the Water Department to be performed on an annual basis whereby all valves and fire hydrants are exercised. As valves are identified that are not in working order repair or replace should be considered.
- A defined program of line replacement and looping concerns continues to be addressed. During 2014 the main line was looped from Main to Pine down Harrison and other loops are being developed.
- A needs assessment system is in place whereby when a main line breaks or is exposed a determination is as to an appropriate location for a shutoff valve or possible loop is installed.
- The Town has developed a management system for the water tank inspections and repairs.
- The Town practices a limited program of water plant repairs.
- The Town has developed a defined program of annual water line flushing and valve maintenance.
- Assessments need to be made on the water distribution program as to future maintenance, needed tools, and necessary expertise. These assessments need to be extended to budget numbers and annual goals.
- In 2019 a full Capital Improvement Plan was developed and will be implemented over the next several years and on into the future.

#### Vehicles and equipment

The Town has maintained a program of vehicle rotation in the Police and Public Works/Water Plant Departments. The approved plan currently allows for 5-10year rotations of vehicles. Often at the end of the cycle a vehicle is still in good condition. This vehicle, in past years, has been retained within the inventory or passed to another department. A complete inventory of vehicles and major equipment are maintained as a function of the Audit and for insurance purposes and is also used to identify asset needs. Vehicles are maintained professionally by area mechanics or the Town of Avon Fleet Maintenance through an intergovernmental agreement.

Public Works/Water Plant and System: Currently the Public Works/Water plant and system have numerous vehicles as detailed below. The commercial trucks are on a 5 to 8-year rotation and the tandem trucks and other heavy equipment are on an as need replacement cycle.

- 5 standard trucks, 1 Bobcat, 3 Cat Tool Carriers (10-year rotation), one backhoe, and two dump trucks.
- Maintain the fleet and rotation as per the approved scheduled.
- Undertake a complete inventory of tools and supplies over \$5,000 in value. The annual budget includes \$10,000 for tool and major tool replacement needs.
- Endeavor and continue to budget for proper maintenance and replacement of tools and assess needs annually in the budget.

Network and Computers: The Town has developed and adheres to a computer network maintenance and rotation program. It is recommended computers be on a 5-year rotation. This would require the purchase of 1-2 computers per year and a new server every 5-years. Management of the system is performed by an outside company. A budget for this is annually established in the amount of approximately \$5000 for replacement and approximately \$15,000-20,000 every 5-years for major upgrades to the server(s). Such a major upgrade was completed in 2014 and is again scheduled for 2021. This would be in addition to the computer system maintenance and web site maintenance and development needs of \$31,000 per year. Overall, all of the software works well and as it is designed to function. From time to time specific software needs might occur and are addressed on an as-needed basis for the foreseeable future. Integrated with the computer systems are the phone system and copy machine.



TOWN OF MINTURN CAPITAL IMPROVEMENT PLAN

Priority	Core need
Priority	Desire
Priority	Nonessential
Budgeted in the Fiscal Year	

	2020	2021	2022	2023	2024	2025	2026	2027	NOTES
<b>GENERAL FUND</b>									
Interfund Capital Transfer (70%) 39,000									Ends in 2020 (Town Hall)
			Copy Machine (50%) 7,500						
Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Annual
Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Streets 20,000	Annual
Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	Sidewalks 10,000	
Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	Storm Drainage 10,000	
Town Bldg 15,000	Town Bldg 15,000	Town Bldg 12,000	Town Bldg 12,000	Town Bldg 12,000	Town Bldg 12,000	Town Bldg 12,000	Town Bldg 12,000	Town Bldg 12,000	
Loader/Tool Carrier (50%) 128,345 (10yr rotation)	Pub Wks truck (50%) 25,000	Pub Wks truck (50%) 25,000					Pub Wks truck (50%) 25,000	Pub Wks truck (50%) 25,000	Annual
Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Annual
Computer rotation 5,500	Computer rotation 5,000	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Annual
	Network Upgrade 20,000						Network Upgrade 10,000	Network Upgrade 20,000	Annual
Town Signage 2,500	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Annual
Park Maint 23,500	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Park Maint 26,000	Annual
<b>ENTERPRISE FUND</b>									
									Ends in 2020
									Ends in 2015
			Copy Machine (50%) 7,500						5yr cycle
Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	Bobcat 50% annual 3,000	annual
Loader/Tool Carrier (50%) 128,345 (10yr rotation)	Pub Wks truck (50%) 25,000	Pub Wks truck (50%) 25,000			Pub Wks truck (50%) 25,000		Pub Wks truck (50%) 25,000	Pub Wks truck (50%) 25,000	
Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	Water Rights Maint\$125,950	annual
Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Annual
Water Plant/sys 40,000	Water Plant/sys 48,000	Water Plant/sys 40,000	Water Plant/sys 40,000	Water Plant/sys 48,000	Water Plant/sys 40,000	Water Plant/sys 40,000	Water Plant/sys 40,000	Water Plant/sys 40,000	Annual
<b>CONSERVATION TRUST FUND</b>									
		Amphitheater, Mgr Hs, Eagle Bathroom wood treat 10,000						Amphitheater, Mgr Hs, Eagle Bathroom wood treat 10,000	5yr cycle
<b>FUND SUMMARY</b>									
Gen Fund \$251,845	Gen Fund \$154,000	Gen Fund \$131,500	Gen Fund \$114,000	Gen Fund \$106,500	Gen Fund \$106,500	Gen Fund \$141,500	Gen Fund \$141,000		
Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00		
Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00		
Ent Fund \$302,295	Ent Fund \$213,500	Ent Fund \$198,950	Ent Fund \$181,450	Ent Fund \$206,950	Ent Fund \$173,950	Ent Fund \$198,950	Ent Fund \$198,950		
Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00		
Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00		
CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$10,000	CTF Fund \$0.00	CTF Fund \$0.00				CTF Fund \$10,000	
CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00				CTF Fund \$0.00	
CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00				CTF Fund \$0.00	



TOWN OF MINTURN CAPITAL IMPROVEMENTS - ORDER OF MAGNITUDE ESTIMATE

PROJECT NUMBER: 19-0015

DATE: June 20, 2019



\*\*Estimates provide rough order of magnitude costs to provide guidance as to the size of the project. Estimates are based upon the Engineer's experience and best judgement and not based on design or construction documents. Many things such as detailed design, construction bidding climate and inflation at the time of construction will affect the final cost of the project, as such, these costs should not be relied on for detailed cost or budget decisions.

ITEM NO.	ITEM DESCRIPTION	ESTIMATE				NOTES:
		QUANTITY	UNIT	UNIT PRICE	SUBTOTAL COST	
<b>1 ROADWAYS - SIDEWALKS -DRAINAGE</b>						
<b>NORTH MINTURN (NORTH-SOUTH)</b>						
1.1	N. MAIN ST - REMOVE, REGRADE, AND REPLACE ASPHALT	160	L.F.	\$ 205.00	\$ 32,800.00	*ASSUMES 24' AVG. WIDTH X 4" DEPTH FROM BRIDGE TO PAST INTERSECTION OF RAILROAD AVE
1.2	RAILROAD AVE / COUNTY RD - 2" MILL & OVERLAY	7440	S.F.	\$ 6.00	\$ 44,640.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY FROM TRACKS R.O.W. TO PAST TAYLOR AVE INTERSECTION
1.3	COUNTY RD - 2" MILL & OVERLAY	30000	S.F.	\$ 6.00	\$ 180,000.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY FROM TAYLOR AVE INTERSECTION TO 4TH
1.4	TAYLOR ST - REMOVE, REGRADE, AND REPLACE ASPHALT	2,000	L.F.	\$ 205.00	\$ 410,000.00	*ASSUMES 24' WIDTH X 4" DEPTH FROM MINTURN RD ONLY TO 6TH AVE INTERSECTION
1.5	TAYLOR ST - REGRADE AND INSTALL PARALLEL PARKING	650	L.F.	\$ 85.00	\$ 55,250.00	*ASSUMES 10' WIDTH BETWEEN 4TH AVE. & 322 TAYLOR
<b>OTHER MISC.</b>						
1.6	REGRADE & INSTALL 2" ASPHALT MILLINGS FOR PUBLIC PARKING LOT (TURNABLE AREA) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	25,000	S.F.	\$ 0.20	\$ 5,000.00	* MILLINGS MATERIAL FROM ACC, SO THIS COULD BE PUBLIC WORKS LABOR ONLY
<b>100-400 BLOCK (NORTH-SOUTH)</b>						
1.7	WILLIAMS ST-REMOVE, REGRADE, AND REPLACE ASPHALT	500	L.F.	\$ 275.00	\$ 137,500.00	*ASSUMES 33' WIDTH X 4" DEPTH
1.8	PINE ST (MANN INTERSECTION) -ROADWAY RE-ALIGNMENT & RETAINING WALLS	200	L.F.	\$ 600.00	\$ 120,000.00	*ASSUMES 24' WIDTH X 4" DEPTH & 6' RETAINING WALL
1.9	PINE ST (NORMAN TO MANN) - REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 6' PARKING + 2.5' CURB/GUTTER + 4' SIDEWALK ON BOTH SIDES	1350	L.F.	\$ 425.00	\$ 573,750.00	*ASSUMES 45' WIDTH (10' LANES, 6' PARKING + 2.5' C&G, 4' SIDEWALK ON BOTH SIDES)
1.10	PINE ST (TOLEDO TO NORMAN) -INSTALL CRACK & SEAL COATING	14980	S.F.	\$ 1.50	\$ 22,470.00	* ASSUMES 28' WIDTH - IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.11	BOULDER ST ( TOLEDO TO HARRISON) -2" MILL & OVERLAY	20400	S.F.	\$ 6.00	\$ 122,400.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY
1.12	BOULDER ST (HARRISON TO END) - REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 6' PARKING + 2.5' CURB/GUTTER + 4' SIDEWALK ON BOTH SIDES	1700	L.F.	\$ 425.00	\$ 722,500.00	*ASSUMES 45' WIDTH (10' LANES, 6' PARKING + 2.5' C&G, 4' SIDEWALK ON BOTH SIDES)
1.13	EAGLE RIVER ST -INSTALL CRACK & SEAL COATING	14665	S.F.	\$ 1.50	\$ 21,997.50	* ASSUMES 20' WIDTH - IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.14	EAGLE ST - REMOVE, REGRADE, AND REPLACE ASPHALT	285	L.F.	\$ 170.00	\$ 48,450.00	*ASSUMES 20' WIDTH X 4" DEPTH
<b>100-400 BLOCK (EAST-WEST)</b>						
1.15	NELSON AVE -REMOVE, REGRADE, AND REPLACE ASPHALT	215	L.F.	\$ 275.00	\$ 59,125.00	*ASSUMES 33' WIDTH X 4" DEPTH
1.16	TOLEDO AVE (SOUTHSIDE ONLY) -REMOVE AND REPLACE ASPHALT, REGRADE, & REMOVE & INSTALL 4' VALLEY PAN (SOUTH)	270	L.F.	\$ 225.00	\$ 60,750.00	*ASSUMES 24' WIDTH X 4" DEPTH FROM HWY 24 TO PINE ST INTERSECTION
1.17	TOLEDO AVE (NORTHSIDE ONLY) -INSTALL CRACK & SEAL COATING	2575	S.F.	\$ 1.50	\$ 3,862.50	* IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.18	NORMAN AVE -REMOVE, REGRADE, AND REPLACE ASPHALT	300	L.F.	\$ 205.00	\$ 61,500.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.19	HARRISON AVE (PINE ST TO HWY 24-SOUTHSIDE ONLY) -INSTALL CRACK & SEAL COATING	8250	S.F.	\$ 1.50	\$ 12,375.00	*ASSUMES 33' WIDTH- IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.20	EAGLE RIVER ST (HARRISON TO MEEK) -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 4' VALLEY PAN IN MIDDLE	520	L.F.	\$ 225.00	\$ 117,000.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.21	BAYER AVE -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 2.5' CURB/GUTTER	320	L.F.	\$ 265.00	\$ 84,800.00	*ASSUMES 25' WIDTH (10' LANES+ 2.5' C&G ON BOTH SIDES)
1.22	MEEK AVE (NORTHSIDE ONLY) -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 4' VALLEY PAN IN MIDDLE	105	L.F.	\$ 225.00	\$ 23,625.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.23	MEEK AVE (PINE ST TO HWY 24-SOUTHSIDE ONLY) -2" MILL & OVERLAY	6000	S.F.	\$ 6.00	\$ 36,000.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY
1.24	MEEK AVE (TO PINE ST -SOUTHSIDE ONLY) -REMOVE, REGRADE, AND REPLACE ASPHALT	120	L.F.	\$ 205.00	\$ 24,600.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.25	MANN AVE -REMOVE AND REPLACE ASPHALT	220	L.F.	\$ 170.00	\$ 37,400.00	*ASSUMES 20' WIDTH X 4" DEPTH
<b>SOUTH MINTURN (NORTH-SOUTH-EAST-WEST)</b>						
1.26	CEMETERY RD-REMOVE, REGRADE, AND REPLACE ASPHALT	135	L.F.	\$ 256.00	\$ 34,560.00	* ASSUMES 30' WIDTH X 4" FROM BRIDGE TO LITTLE BEACH INTERSECTION
1.27	BALL PARK RD--REMOVE, REGRADE, AND REPLACE ASPHALT	1625	L.F.	\$ 240.00	\$ 390,000.00	* ASSUMES 28' WIDTH X 4" DEPTH FROM LITTLE BEACH INTERSECTION TO PUBLIC WORKS INTERSECTION
1.28	BONEYARD RD - INSTALL CRACK & SEAL COATING	8300	S.F.	\$ 1.50	\$ 12,450.00	*ASSUMES 20' WIDTH
<b>SIDEWALKS (NORTH-SOUTH-EAST-WEST)</b>						
1.29	381-391 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-REMOVE & REPLACE	26	S.F.	\$72.00	\$ 1,872.00	*ASSUMES 4.5' WIDTH PER EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$562)
1.30	461-481 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-REMOVE & REPLACE	34	S.F.	\$72.00	\$ 2,448.00	*ASSUMES 4.5' WIDTH PER EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$735)
1.31	481-491 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-NEW	12	S.F.	\$79.00	\$ 948.00	*ASSUMES 4.5' WIDTH TO MATCH EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$285)
1.32	PINE ST (NORMAN AVE TO MANN AVE) - INCLUDED ABOVE WITH ITEM #1.9	0	S.F.	\$65.00	\$ -	*INCLUDED ABOVE WITH ITEM #1.8
<b>STORMSEWER</b>						
1.33	TAYLOR ST. - INSTALL TYPE C INLET AT 532 TAYLOR STREET CROSSING	1	E.A.	\$ 6,000.00	\$ 6,000.00	*FOR HILLSIDE DRAINAGE COLLECTION NEAR 532 TAYLOR ST.
1.34	TAYLOR ST. -INSTALL 18" HDPE CULVERT W/F.E.S. AT 532 TAYLOR STREET CROSSING	40	L.F.	\$ 150.00	\$ 6,000.00	*FOR HILLSIDE DRAINAGE COLLECTION NEAR 532 TAYLOR ST.
1.35	WILLIAMS AVE (TO HWY 24) - INSTALL 18" HDPE (TIE-IN TO EXISTING HWY 24 INLET-100 BLOCK PROJECT)	250	L.F.	\$ 150.00	\$ 37,500.00	
1.36	WILLIAMS AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	3	E.A.	\$ 7,000.00	\$ 21,000.00	
1.37	WILLIAMS AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	1	E.A.	\$ 8,000.00	\$ 8,000.00	
1.38	NELSON AVE (TO HWY 24) - REPLACE/INSTALL 18" HDPE	425	L.F.	\$ 150.00	\$ 63,750.00	
1.39	NELSON AVE (TO HWY 24) - REPLACE/INSTALL 24" HDPE (TIE-IN TO EXISTING HWY 24 INLET-100 BLOCK PROJECT)	65	L.F.	\$ 175.00	\$ 11,375.00	
1.40	NELSON AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	7	E.A.	\$ 7,000.00	\$ 49,000.00	
1.41	NELSON AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	2	E.A.	\$ 8,000.00	\$ 16,000.00	
1.42	TOLEDO AVE (SOUTHSIDE ONLY) - REPLACE/INSTALL 18" HDPE	65	L.F.	\$ 150.00	\$ 9,750.00	
1.43	TOLEDO AVE (SOUTHSIDE ONLY) - REPLACE/INSTALL 24" HDPE	380	L.F.	\$ 175.00	\$ 66,500.00	
1.44	TOLEDO AVE (SOUTHSIDE ONLY) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	4	E.A.	\$ 7,000.00	\$ 28,000.00	
1.45	TOLEDO AVE (SOUTHSIDE ONLY) - INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	5	E.A.	\$ 8,000.00	\$ 40,000.00	
1.46	NORMAN AVE (TO RIVER) - REPLACE/INSTALL 18" HDPE	700	L.F.	\$ 150.00	\$ 105,000.00	
1.47	NORMAN AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	8	E.A.	\$ 7,000.00	\$ 56,000.00	
1.48	NORMAN AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	3	E.A.	\$ 8,000.00	\$ 24,000.00	* ASSUMES 2' (4:1) DITCH AND RIP-RAP
1.49	HARRISON AVE (TO HWY24) - REPLACE/INSTALL 18" HDPE	620	L.F.	\$ 150.00	\$ 93,000.00	* ASSUMES REPLACING ALL EXISTING 18" PIPE FROM PINE ST TO EAGLE ST. ( IF IN GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE THIS)
1.50	HARRISON AVE (EAGLE ST. TO RIVER) - REPLACE/INSTALL 24" HDPE	175	L.F.	\$ 150.00	\$ 26,250.00	* ASSUMES REPLACING ALL EXISTING 18" PIPE FROM PINE ST TO EAGLE ST. ( IF IN GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE THIS)
1.51	HARRISON AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	5	E.A.	\$ 7,000.00	\$ 35,000.00	
1.52	HARRISON AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	3	E.A.	\$ 8,000.00	\$ 24,000.00	
1.53	HARRISON AVE (TO RIVER) - INSTALL STORMSEWER INTERCEPTOR / WATER QUALITY UNIT	1	L.S.	\$ 20,000.00	\$ 20,000.00	
1.54	INSTALL INTERCEPTOR SWALE ALONG NELSON /MEADOW ST.	1500	L.F.	\$ 75.00	\$ 112,500.00	* ASSUMES 2' (4:1) DITCH AND RIP-RAP
1.55	BAYER AVE (TO RIVER) - REPLACE/INSTALL 18" HDPE	90	L.F.	\$ 150.00	\$ 13,500.00	
1.56	BAYER AVE (TO RIVER) - REPLACE/INSTALL 30" HDPE	695	L.F.	\$ 300.00	\$ 208,500.00	
1.57	BAYER AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	7	E.A.	\$ 7,000.00	\$ 49,000.00	



ITEM NO.	ITEM DESCRIPTION	ESTIMATE				NOTES:
		QUANTITY	UNIT	UNIT PRICE	SUBTOTAL COST	
1.58	BAYER AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	2	E.A.	\$ 8,000.00	\$ 16,000.00	
1.59	BAYER AVE (TO RIVER) - INSTALL STORMSEWER INTERCEPTOR / WATER QUALITY UNIT	1	L.S.	\$ 20,000.00	\$ 20,000.00	
1.60	MEEK AVE (TO HWY 24) - REPLACE/INSTALL 18" HDPE	500	L.F.	\$ 150.00	\$ 75,000.00	* ASSUMES REPLACING EX. 18" PIPE FROM PINE ST TO HWY 24, ASSUMES HWY TO RIVER IS GOOD ( IF ALL GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE)
1.61	MEEK AVE (NORTHSIDE ONLY) - REPLACE/INSTALL 24" HDPE (UPSIZE EX. 18" HDPE)	245	L.F.	\$ 175.00	\$ 42,875.00	* ASSUMES UPSIZING EX. 18" PIPE FROM HWY TO RIVER ( IF IN GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE)
1.62	MEEK AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	4	E.A.	\$ 7,000.00	\$ 28,000.00	
1.63	MEEK AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	1	E.A.	\$ 8,000.00	\$ 8,000.00	
1.64	MANN AVE (TO RIVER) -REPLACE/INSTALL 18" HDPE	100	L.F.	\$ 150.00	\$ 15,000.00	* INCLUDES DRAINAGE EASEMENT.AQUISITION @ 4750 S.F. @\$25 /S.F.
1.65	MANN AVE (TO RIVER) -INSTALL 24" HDPE W/ F.E.S. + EASEMENT	125	L.F.	\$ 1,145.00	\$ 143,125.00	
1.66	MANN AVE (TO RIVER) -INSTALL TYPE 13 CURB COMBO INLETS	3	E.A.	\$ 7,000.00	\$ 21,000.00	
1.67	MANN AVE (TO RIVER) -INSTALL 60" DIA. STORM MANHOLE (WATER QUALITY UNIT)	1	E.A.	\$ 20,000.00	\$ 20,000.00	
<b>ROADWAYS - SIDEWALKS -DRAINAGE - ESTIMATED TOTAL</b>					<b>\$ 4,978,698.00</b>	

2 BRIDGES						
<b>NORTH BRIDGE (COUNTY BRIDGE)</b>						
2.1	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (28' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2,520	S.F.	\$ 3.00	\$ 7,560.00	*ASSUMES 90 L.F. @ 28' WIDTH
2.2	ANALYSIS OF STRUCTURAL INTEGRITY OF UNDERLYING BRIDGE FOR MITIGATION AND/OR REMOVAL	1	L.S.	\$ 250,000.00	\$ 250,000.00	UNKNOWN SCOPE,- ASSUMES CONSULTANT REVIEW AND REMOVAL?
<b>BELLM BRIDGE</b>						
2.3	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (28' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2800	S.F.	\$ 3.00	\$ 8,400.00	*ASSUMES 100 L.F. AND EXCLUDES SIDEWALK PORTION
2.4	CONCRETE PYLON REPAIR AND SCOUR PROTECTION (MIN. 4'X4' DIA. BOULDERS) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	1	L.S.	\$ 5,000.00	\$ 5,000.00	*ASSUMES \$500/ PYLON @2 & 4 DUMP TRUCKS OF BOULDERS @ \$1000/TRUCK
2.5	BRIDGE CLEANING & DEBRIS REMOVAL - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	1	L.S.	\$ 7,500.00	\$ 7,500.00	*ASSUMES \$0.75/S.F. @ 10,000 S.F.
2.6	BRIDGE PAINTING (SAND BLASTING & ZINC-RICH PRIMER & PAINT) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	10000	S.F.	\$ 6.00	\$ 60,000.00	*ASSUMES CLEANING INCLUDED IN ABOVE ITEM AND 2-3 COATS APPLIED @ 10,000 S.F.
2.7	RAILING REPAIR & PAINTING - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	100	L.F.	\$ 125.00	\$ 12,500.00	* SOUTHWEST SIDE ONLY
2.8	REPAIR UPPER DECK JOINT EXPANSION CONNECTION - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	36	L.F.	\$ 235.00	\$ 8,460.00	* NORTHSIDE ONLY, ASSUMES 28' PLATWORK, 6' SIDEWALK & 2' WALL SIDES
<b>CEMETERY BRIDGE</b>						
2.9	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (32' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2880	S.F.	\$ 3.00	\$ 8,640.00	*ASSUMES 90 L.F. - WHO HAS OWNERSHIP OF THIS, MINTURN OR EAGLE COUNTY?
2.10	RAILING REPAIR & PAINTING - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	90	L.F.	\$ 125.00	\$ 11,250.00	* SOUTHSIDE ONLY - WHO HAS OWNERSHIP OF THIS, MINTURN OR EAGLE COUNTY?
<b>BRIDGES - ESTIMATED TOTAL</b>					<b>\$ 379,310.00</b>	

3 TOWN PUBLIC IMPROVEMENTS / OTHER INFRASTRUCTURE						
<b>PARKS/OPEN SPACE</b>						
3.1	REMOVE EXISTING 6.0' TIMBER/GABION WALL AND INSTALL 6.0' REDI-ROCK RETAINING WALL (LITTLE BEACH)	600	S.F.F.	\$ 75.00	\$ 45,000.00	*ASSUMES 100 L.F. @ 6' HEIGHT BEHIND EXISTING PLAYGROUND
3.2	REMOVE AND REPLACE PLAYGROUND EQUIPMENT (LITTLE BEACH)	1	L.S.	\$ 50,000.00	\$ 50,000.00	* ASSUMES NEW SWINGSSET & COMMERCIAL PLAYGROUND EQUIPMENT SET
3.3	REMOVE AND REPLACE NEW BATHROOM BUILDING WITH OPERATING POWER/WATER/SEWER	300	S.F.	\$ 300.00	\$ 90,000.00	* ASSUMES 15'X20' BUILDING (4-FIXTURES /2 EACH @ 150 S.F./EACH)
3.4	INSTALL WOOD CHIPS/MULCH FOR LANDSCAPING IMPROVEMENTS (LITTLE BEACH)	30	C.Y.	\$ 80.00	\$ 2,400.00	*ASSUMES 3 TRUCK LOADS @ 10 C.Y./TRUCK - DELIVERED & INSTALLED
<b>WATER</b>						
3.5	WATER OPTION #1 -INSTALL WATER WELL, PUMP, AND STORAGE TANK FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 30,000.00	\$ 30,000.00	* WATER RIGHTS?
3.6	WATER OPTION #2 -INSTALL 8" WATERLINE ACROSS RIVER TO LITTLE BEACH ACCESS ROAD FOR BATHROOM BUILDING UNDER #3.3 (WITHIN BALL PARK ROAD)	900	L.F.	\$ 250.00	\$ 225,000.00	* ASSUMES 12"X12"X8" TAP, INSULATED AERIAL RIVER CROSSING, AND DEAD END FIRE HYDRANT AT LITTLE BEACH EMERGENCY ACCESS
<b>SEWER</b>						
3.7	SEWER OPTION #1 - INSTALL 2,500 GAL UNDERGROUND CONCRETE STORAGE TANK FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 9,000.00	\$ 9,000.00	*ASSUMES 2,500 GAL -2-COMPARTMENT TANK INSTALLED - WILL NEED A BUDGET PER MONTH FOR SETPIC PUMPING
3.8	SEWER OPTION #2 - INSTALL SEWER LIFT STATION & UTILITY SERVICE FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 20,000.00	\$ 20,000.00	*ASSUMES E-ONE DH151-93 IN PRE-CAST MANHOLE (OR EQUIV.)
3.9	SEWER OPTION #2 - INSTALL 8" SEWER LINE ACROSS RIVER FOR BATHROOM BUILDING UNDER #3.3 (WITHIN BALL PARK ROAD)	600	L.F.	\$ 225.00	\$ 135,000.00	* ASSUMES ATTACHED TO BRIDGE AND SDR-35 CASED IN STEEL CASING & REGULAR SDR-35 AFTER BRIDGE & HWY 24 TIE-IN
3.10	SEWER OPTION #2 - INSTALL 48" DIA. SEWER MANHOLE (6' DEPTH) ON EXISTING LINE FOR BATHROOM BUILDING UNDER #3.3	1	E.A.	\$ 10,000.00	\$ 10,000.00	*ASSUMES CAST-IN-PLACE MANHOLE ON EXISTING 8" LINE
<b>PUBLIC WORKS/EQUIPMENT/TOWN HALL</b>						
3.11	WATER SYSTEM LEAK DETECTION SYSTEM	1	E.A.	\$ 15,000.00	\$ 15,000.00	*ASSUMES SOUNDSSENS LEAK CORRELATOR 2 POD W/ADDED PODS (OR EQUIV.)
3.12	VACCUUM TRAILER	1	E.A.	\$ 30,000.00	\$ 30,000.00	*ASSUMES 2013 MCLAUGHLIN VX30-1200 GALLONS W/3000 PSI PRESSURE WASHER 90R QUIV.)
3.13	GPS MAPPING EQUIPMENT	1	E.A.	\$ 12,000.00	\$ 12,000.00	*ASSUMES TRIMBLE GEO 7X HANDHELD W/RANGEFINDER & COMPUTER SOFTWARE
3.14	INSTALL 6' CHAIN LINK SECURITY FENCING FOR WATER TREATMENT PLANT ENTRY	170	L.F.	\$ 35.00	\$ 5,950.00	*ASSUMES 6' FENCE W/ 45-DEGREE 3-STRAND BARB WIRE ARMS (2" MESH, 9GA-GALVANIZED)W/POSTS AND GATE
3.15	INSTALL 6' CHAIN LINK SECURITY FENCING AROUND WATER TANK	700	L.F.	\$ 35.00	\$ 24,500.00	*ASSUMES 6' FENCE W/ 45-DEGREE 3-STRAND BARB WIRE ARMS (2" MESH, 9GA-GALVANIZED)W/POSTS AND GATE
3.16	FRONT END LOADER	1	L.S.	\$ 275,000.00	\$ 275,000.00	*ASSUMES 2019 CAT 938M ( SIMILAR TO IT38H)
3.17	COMMERICAL DUMP/LANDSCAPE PICKUP TRUCK	1	L.S.	\$ 65,000.00	\$ 65,000.00	*ASSUMES 2019 FORD F-350 DIESEL
3.18	MATERIAL STORAGE SHED W/ CONCRETE FOUNDATION WALL AND 4" SLAB (MATERIALS AND INSTALLATION)	1	L.S.	\$ 37,600.00	\$ 37,600.00	* ASSUMES ECONOLINE PONYWALL STORAGE BUILDING W/ RAFTER KIT (30' WX15'H60'L) ON CONCRETE FOUNDATION
3.19	PRE-FABRICATED STEEL SIDE ENTRY STORAGE BUILDING (MATERIALS AND INSTALLATION)	1	L.S.	\$ 75,000.00	\$ 75,000.00	* ASSUMES 30'X50 (5 BAY) OPEN SIDE BUILDING WITH CONCRETE FOUNDATION & SLAB & ELECTRIC LIGHTING
3.20	MUNICIPAL FUEL STORAGE TANKS-550 GALLON DOUBLE WALL 15 GPM W/SOLAR PUMP PACKAGE ( 2-DIESEL & 1-GAS)	3	E.A.	\$ 10,000.00	\$ 30,000.00	*ASSUMES 3 ABOVE GROUND TANKS - 550 GALLON/EACH -MATERIALS AND INSTALLATION
3.21	PUBLIC WORKS BUILDING EXPANSION (2-16' BAYS) -MATCH EXISTING	1	L.S.	\$ 128,000.00	\$ 128,000.00	*ASSUMES 40' X40' ADDITION TO WEST FOR 2-16' BAYS- \$80/S.F.
3.22	REMOVE AND REPLACE BOILER (TOWN HALL)	1	L.S.	\$ 40,000.00	\$ 40,000.00	* ASSUMES HTP MODCON DHW BOILER #500VWH (OR EQUIV.)
3.23	TOWN MARKET STORAGE CONTAINERS	2	E.A.	\$ 5,000.00	\$ 10,000.00	*ASSUMES 20' STEEL STORAGE CONTAINERS
<b>TOWN PUBLIC IMPROVEMENTS / OTHER INFRASTRUCTURE - ESTIMATED TOTAL</b>					<b>\$ 1,364,450.00</b>	



Table 20 Recommended Capital Improvements Projects - Option 2

Projects	Category	Description	Cost
<b>1 TO 3 YEAR TIME HORIZON</b>			
Construct a new Minturn Tank	Tank	Replace existing Minturn Tank with a 650,000 gallon tank	\$ 1,670,000
Construct new Maloit Park Tank	Tank	Construct a new 250,000 gallon concrete water tank on the existing tank site. Project would include the demolition of the existing tank.	\$ 900,000
Connect Well 4 to existing clearwell	Treatment	Construct approximately 900 feet of 4" pipe from Well 4 to the existing clearwell	\$ 230,000
Systematic Waterline Replacement Program	Pipeline	Systematic replacement of the Town's waterlines	\$ 2,500,000
Invest/Install leak detection system	O&M	Implement a leak detection system	\$ 50,000
Develop a Town GIS system	O&M	Create a comprehensive GIS mapping system of the Town's water and public infrastructure	\$ 15,000
Water Meter Replacement Program	O&M	Replace water meters throughout Town	\$ 250,000
<b>3 TO 5 YEAR TIME HORIZON</b>			
Construct new membrane plant at existing plant site designed to treat Cross Creek and Eagle River water	Treatment	Install membranes in a new pre-engineered building at the existing WTP site. New components will include booster/feed pumps, membranes, clean-in-place chemical system and compressed air system. The existing clearwell and distribution pumps will remain in service.	\$ 4,290,000
Construct pretreatment system to pretreat Eagle River water	Treatment	Build concrete basins and chemical feed systems to address Eagle River water quality issues.	\$ 429,000
Repairs and Modifications to the clearwell	Treatment	Make repairs to the existing clearwell and modifications to piping and controls.	\$ 100,000
Raw Water Intake Improvements	Treatment	Install finer screening	\$ 25,000
New Well Field and pipeline to connect wells to WTP	Water Supply	Drill 3 new wells at the decreed location of the Eagle River Wells. Includes property acquisition, drilling wells, constructing well building, well pumps and pipeline to the existing WTP site.	\$ 5,220,000
<b>5 TO 10 YEAR TIME HORIZON</b>			
Connect Maloit Park Service Area to Town Service Area	Pipeline	Construct approximately 2,500 feet of 12" waterline from the Minturn Community Center to the intersection of Highway 24/Cross Creek Road. Project includes the construction of a pressure reducing/sustaining station in a buried vault to include the ability to install booster pumps or connect an electric or diesel powered pump to supply water to either zone.	\$ 1,310,000
Replace waterline in Eagle River at Bellm Bridge	Pipeline	Construct approximately 150 feet of 12" waterline across the Eagle River at Bellm Bridge	\$ 570,000
			\$ 17,559,000
<b>10 TO 20 YEAR HORIZON</b>			
Loop Taylor Street	Pipeline	Construct approximately 425 feet of 8" pipe from the new 12" Dowd Junction waterline to the existing 8" water line in Taylor St in 4th St.	\$ 130,000
			\$ 130,000
			\$ 17,689,000

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Town Council  
Mayor – John Widerman  
Mayor Pro Tem – Earle Bidez  
Council Members:  
Terry Armistead  
George Brodin  
Brian Eggleton  
Eric Gotthelf  
Gusty Kanakis

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## **TOWN MANAGER UPDATE**

### **October 7, 2020**

#### **Vail Pass Auxiliary Lane Project**

The Colorado Department of Transportation is requesting public input until October 21, 2020 on the proposed auxiliary lane project. This project is estimated at approximately \$700M+ and will be done in phases as funding becomes available. Click [here](#) for more information and a brief video outlining the project.

#### **USFS Permit Application Approval**

The amended permit for the allowance of the well 4 pipeline to the clearwell on sections of Forest Service land has been accepted. Papers from the USFS were received this week for the signing and finalization of the updated permit.

#### **Well 4 to Clearwell Pipeline**

Public Works is wrapping up the installation of a pipeline from well 4 to the clear well. This is a requirement by the Colorado Department of Public Health and Environment (CDPHE) and will assure the required contact time is obtained in the potable water prior to getting to the first user. The project was originally estimated at \$230,000 but by doing all of the work in-house (thank your public works!) the cost will come to around \$50k.

#### **Revitalizing Main Street Grant Application**

The Town of Minturn is applying for a Revitalizing Main Street Grant to assist with our restaurant community in making the transition from summer to winter dining service while maintaining all of the required social distancing. If awarded, the Town will work with interested businesses to facilitate additional seating either inside or outside the building envelope. Grant awards are for up to \$50k.

#### **CDPHE Sanitary Survey**

Minturn has received our second corrective action plan from the CDPHE on the sanitary survey that originated back in November of 2018. This extension of the Corrective Action Plan (CAP) primarily focuses on slow sand filters 1 & 2. When tests came back showing the outdoor filters were compromised, a plan was needed to mitigate the issue. John Volk, Ryan Gordon and I spoke with representatives of CDPHE over the summer regarding an alternative filtration as part of the treatment train for filter No 2 and with the approval of this second corrective action plan Minturn is able to move forward with installing this temporary option. Slow Sand Filter No. 1 will remain permanently offline.

### **Live-Streamed Minturn Town Council meetings**

Starting October 21<sup>st</sup>, High Five Media will live-stream the Minturn Town Council meetings. This will continue the efforts by the Minturn Town Council for transparent government.

### **State Land Board Right-of-Way Easement Application**

After many years, the State Land Board has given Minturn the green light to apply for the ROW Easement application for the Dowd to Minturn trail to cross State Land Board property. This is not an approval, but it is one step closer in the process. Inter-Mountain Engineering will now be working to finalize a survey and legal description of the property for submitting with the application. More to come.

### **Colorado Parks & Wildlife Grant Application**

The Eagle County Board of County Commissioners has approved the Resolution in support of a grant application for construction-ready design plans for the section of the ECO Trail connecting Minturn to Dowd Junction. Minturn provided a supplemental letter of support for this grant.

### **Dowd Junction Variable Speed Limit (VSL) CDOT Project**

Minturn has been asked to participate in the feedback portion of CDOT's VSL program install in the Dowd Junction area on I-70. This project is for the installation of variable speed limit signs along the Dowd Junction I-70 corridor. The electronic nature of these signs will allow CDOT to change/reduce speed limits as weather and traction require. Construction date is expected in 2022.

### **Cardboard Recycling**

This update is being written on a Wednesday (trash/recycle day) and once again so many residents and businesses have cardboard out with their recycling pick-up. As a reminder, the Minturn curbside recycling program does not take cardboard. Honeywagon still tends to pick up the cardboard, but it is eventually thrown away. For cardboard recycling please use the drop off station at the southeastern corner of the Town Hall building which is next to the compost bin.

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Town Council  
 Mayor – John Widerman  
 Mayor Pro Tem – Earle Bidez  
 Council Members:  
 Terry Armistead  
 George Brodin  
 Brian Eggleton  
 Eric Gotthelf  
 Gusty Kanakis

Below reflects proposed topics to be scheduled at future Town Council meetings and is informational only. Dates and topics are subject to change.

<b>REGULAR TOWN COUNCIL MEETINGS</b>
<b>October 7, 2020</b>
Action Item: Acceptance of the 2021 Fiscal Budget (Draft)
Ord 11- Series 2020 (Second Reading) an Ordinance eliminating the requirement for trash enclosures (wildlife-proof containers still required if outside)
Ord. 10-Series 2020 (Second Reading) An Ordinance amending the Food Truck code to allow for over four hours of service.
Strategic plan – Metteer
Manager’s Annual Review
<b>October 21, 2020</b>
Shooting Range update and discussion
Parking Plan discussion
Colorado Land Trust-Update on the Conservation Easement at the Boneyard – Nancy Glass
Snow Removal Committee plan
Spec Pres – Colorado Mtn College Minturn Scholarship Endowment – Diana Scherr
Ordinance __- Series 2020 an Ordinance adopting Specified Sustainability Building Codes
<b>November 4, 2020</b>
Discussion on Little Beach Park recreation area – Armistead/Brodin
FY 2021 Budget – Public Hearing
<b>November 18, 2020</b>
First Reading of FY2021 Budget Ordinances – Brunvand