

# 2021

## Town of Blue River Budget Report



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**Town of Blue River  
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## Budget Memorandum

Date:

To: Mayor Toby Babich & Blue River Board of Trustees

From: Michelle Eddy, Town Manager/Clerk

RE: 2021 Budget Memo

I am pleased to present the 2021 Budget in accordance with State Statutes and the Blue River Municipal Code. The Town of Blue River is in a good financial position. The Town has seen increased revenues in Sales Taxes due to increased online sales. Due to the COVID-19 pandemic there was a dip in Lodging Taxes. For 2020, Property values within the Town of Blue River and the County have increased slightly and other revenue sources have remained steady and on track with budget. This has enabled the Town to maintain a stable financial position. The 2021 Budget reflects stable revenues and budget priorities while being conservative with projections with the unknown COVID future.

For 2021 there are no planned Capital expenditures while the Town continues to invest and plan for future road improvements. Priorities have been set on Town Park improvements as well as Town entrance enhancements. Focus for roads will be on enhanced maintenance and planning.

The General Fund Budget reflects an increase in Public Safety to meet new State requirements. Additionally, technology increases for new body cameras, safety equipment and policy software. Roads remain a focus for 2021 including preventative maintenance to reduce overall cost. Under the Conservation Trust Fund, focus will be on Town Park enhancements, as well as trail easements and development. For 2021, it is proposed to create a step increase system for Town Staff to bring wages and compensation in line with other Towns.

Reserves and the Capital fund remain steady. For 2021 work and analysis for investments as well as capital improvement projects will be conducted for work in 2022.

Thank you to the Board of Trustees and Staff for all their hard work on the 2021 Budget.



# Town Administrator's 2020 Fiscal Summary

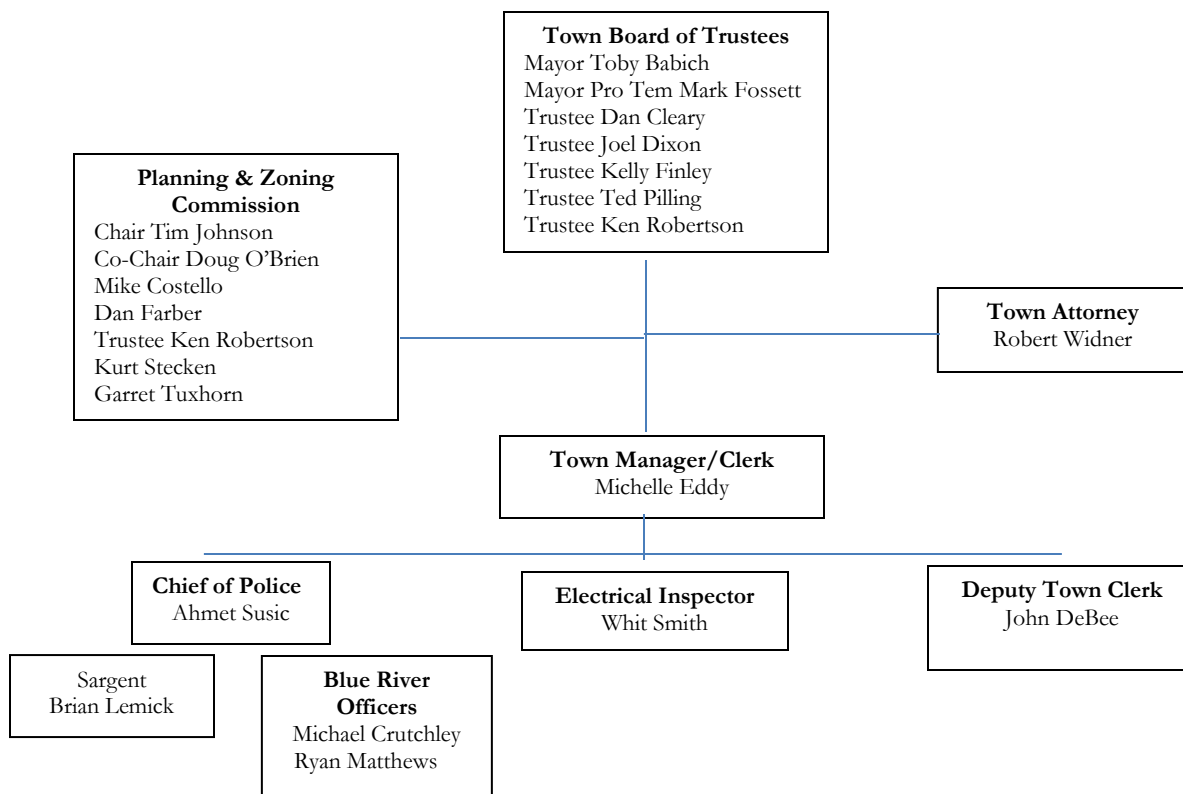
This summary is organized into 2020 retrospective and general fiscal notes

## 2020 Retrospective

The Town of Blue River was incorporated in 1964. It was developed as a residential community and remains solely, a residential community today. The Town is a Statutory Town with a council-manager form of government. The seven member Board of Trustees determines policies, enacts local legislation, adopts the budget and appoints the Town Manager. The Town Manager executes the laws and administers the Town government. The Board of Trustees appoints the Town Attorney, Planning & Zoning Commission and any established committees. The seven member Planning & Zoning Commission's responsibility is to review development applications in accordance with the building code and Architectural Guidelines. In 2014, the Town hired its first full-time employee, a Town Administrator aka Town Manager. At that time, the population was 867. In 2020, it is estimated the population is at 923. There are a total of 935 lots within the Town of Blue River. Summit County estimated at the beginning of 2020 there to be 105 buildable lots remaining in Blue River. With the exception of four neighborhoods, all roads within the Town of Blue River are dirt roads maintained through a contract.

2020 has been a challenging year due to the COVID-19 pandemic. However, the Town of Blue River has been able to maintain overall revenues. The Town is fully staffed with the Town Manager, Deputy Clerk, Building Official and four full-time Police Officers. In 2020, the Town held a regular municipal election. Three Trustees and the Mayor were elected.

## Organizational Chart



## Town of Blue River Overview 2021 Budget

Revenues for the 2021 budget total \$1,564,494.34. The Town's primary revenue source remains property tax revenue which provides 41% of the total revenues. However, sales and lodging taxes are increasing providing a more diversified income for the Town. Other revenues include building permits and fees; court fines and business and lodging registration income.

### General Fiscal Notes

Sales tax will continue to see an increase due primarily to online sales and the increase in lodging tax revenues. There has been an increase in the number of homes registering for short-term rentals. There are currently 155 registered homes in Blue River rented on a short-term (less than 30 days basis.)

The population in Blue River continues to grow with 40% of homes being occupied by full-time homeowners. The number of full-time residents are expected to increase due to the COVID-19 pandemic and the number of second homeowners moving to their second homes on a more permanent basis. There have been 47 homes sold year to date in 2020.

The Town of Blue River property tax remains flat for 2021. This is due to a reclassification of vacant residential land by the Summit County Assessor's Office. Overall home values continue to increase. Large increase in revenues is due primarily to sales tax increases due to online sales.

### 2021 Budget Overview

#### General Fund

Beginning Balance: *As of 10/31/2020:	\$2,743,289.11
Revenues	\$1,564,494.34
Expenditures	\$1,316,974.57
<b>Net</b>	<b>\$2,761,145.77</b>

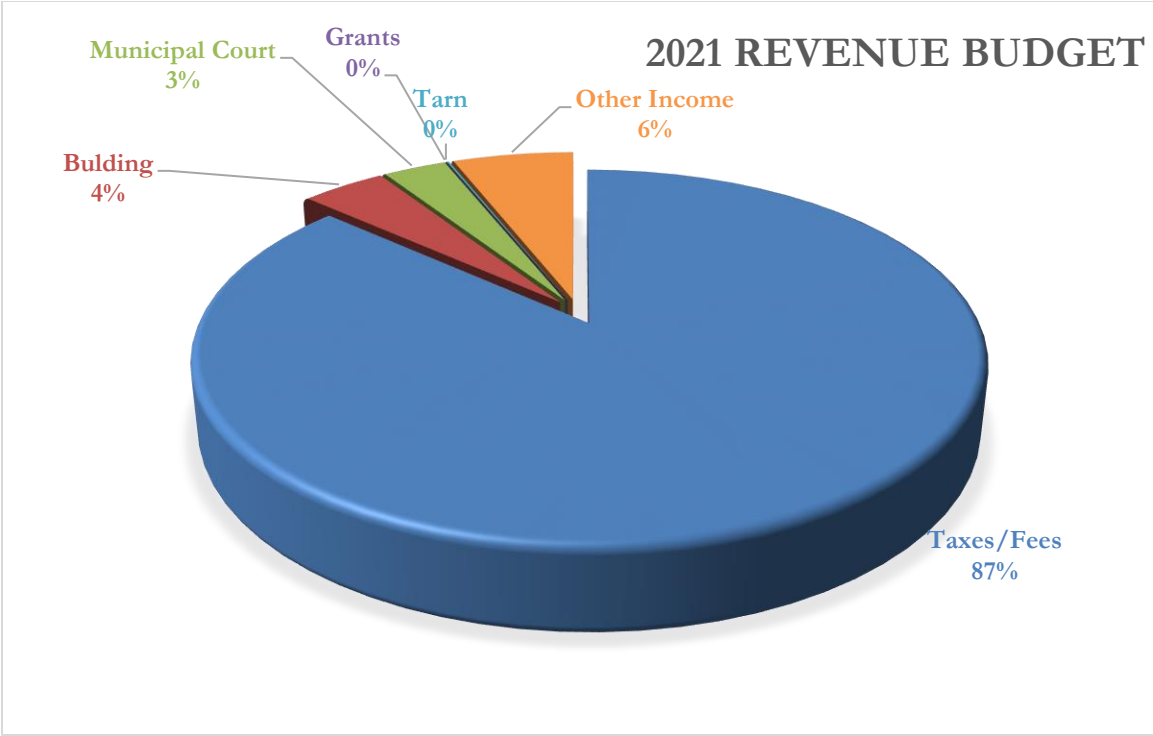
#### Capital Fund

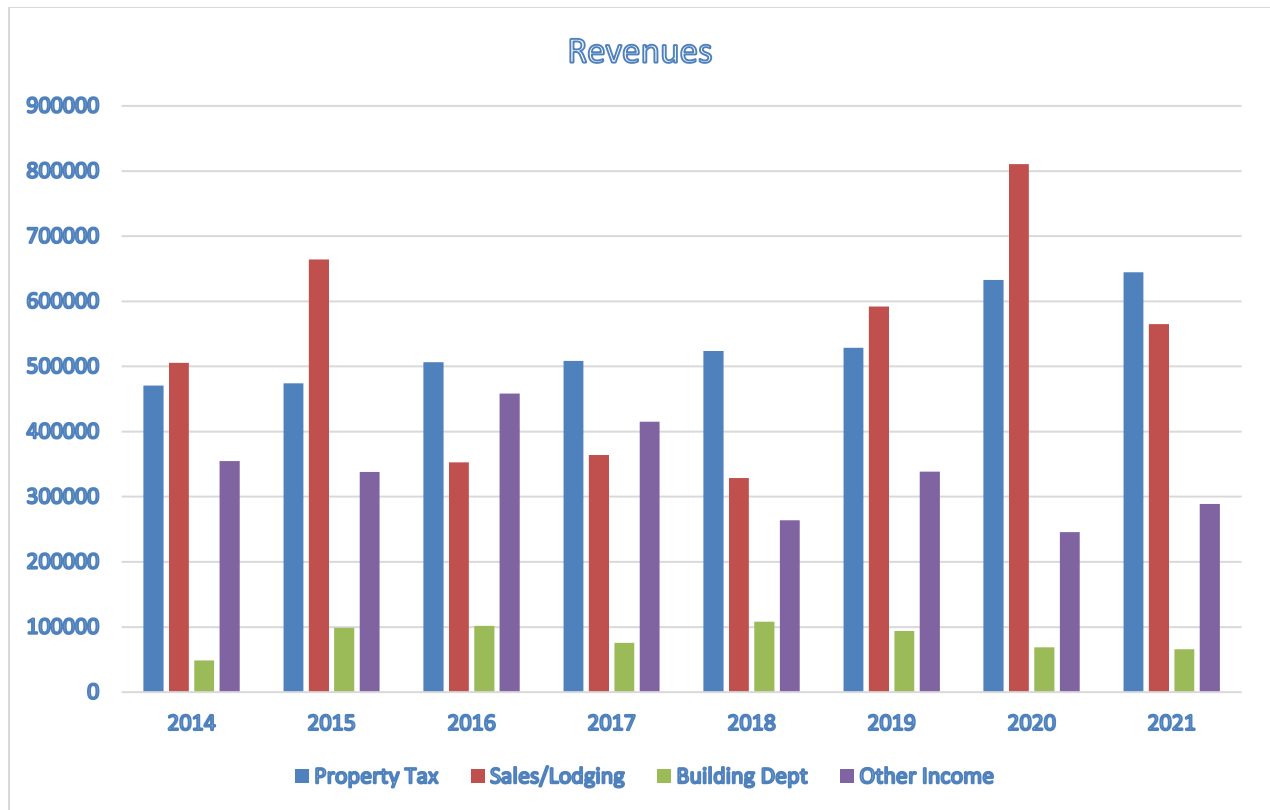
Beginning Balance	\$416,315.98
Contribution	\$1,000.00
Expenditures	\$0.00
<b>Total</b>	<b>\$417,315.98</b>

#### Conservation Trust Fund

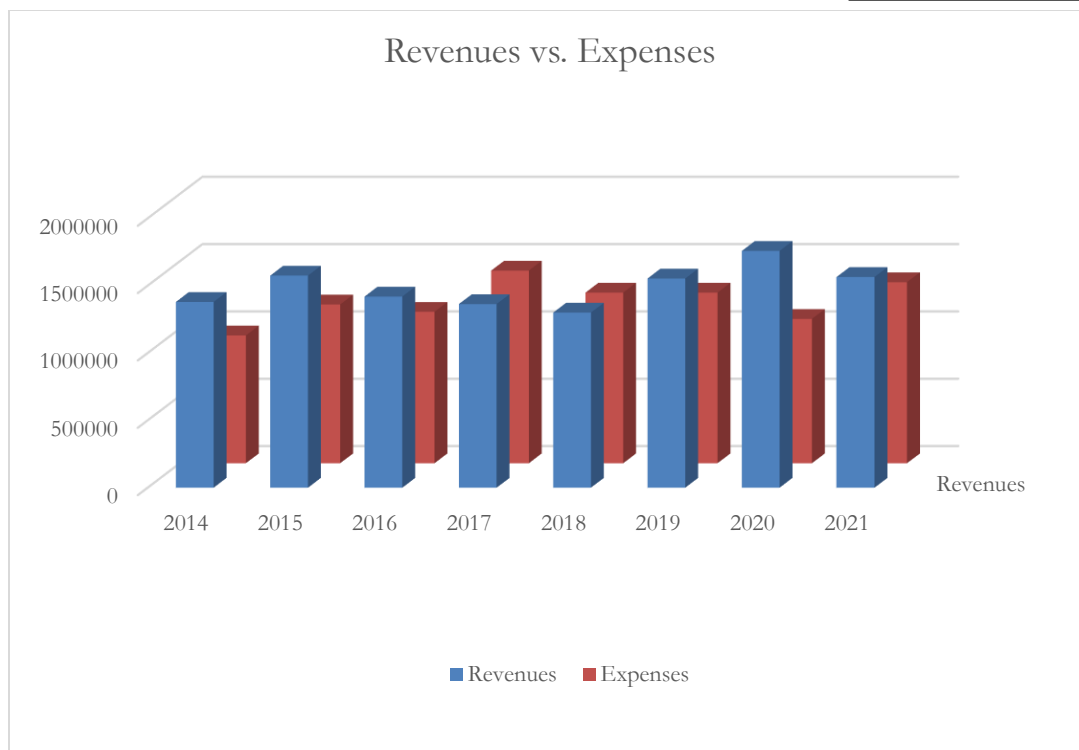
Beginning Balance	\$100,220.82
Revenues	\$7,000.00
Expenditures	\$40,000.00
<b>Net</b>	<b>\$67,220.82</b>

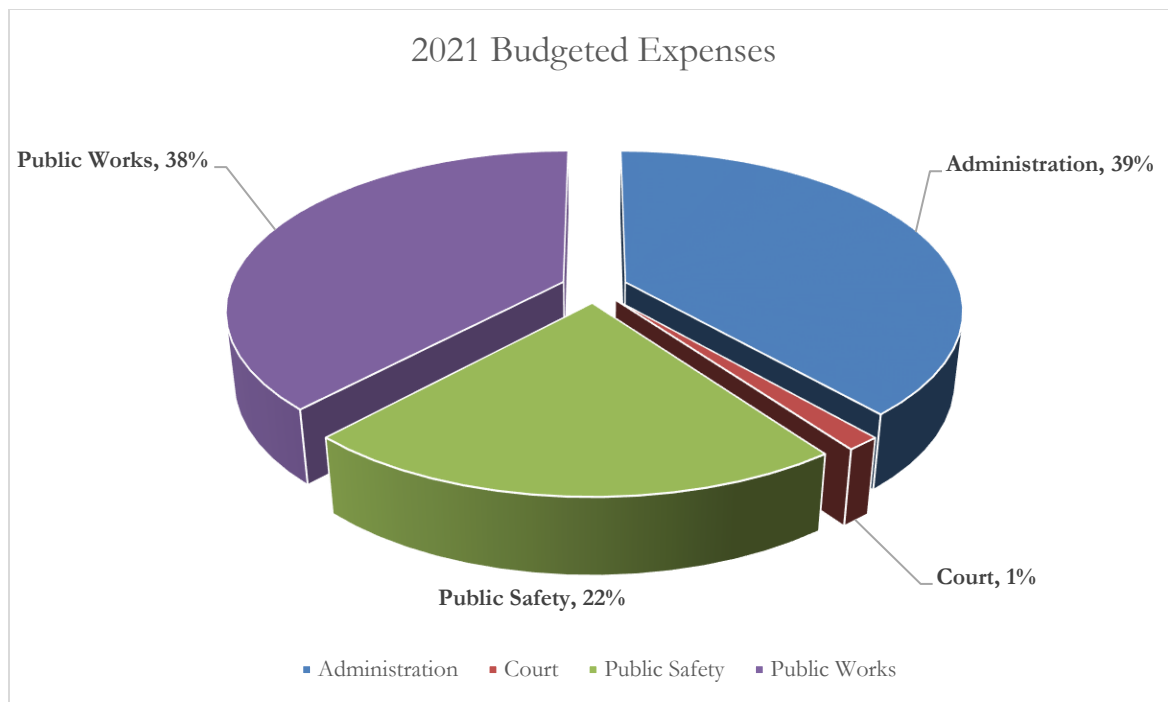






\*2020 YTD 10/31/2020





As seen in the chart, the majority of expenses for the Town of Blue River is in the Public Works Department, primarily roads and an increase to the Public Safety budget. The roads within Blue River remain the greatest asset and greatest expense.

The Town has budgeted moderate funding increases for Public Works (roads) and there has been an increase in funding for Public Safety. General utility and asset management increase have been made including enhancements to Town Park, gateways and Town Hall maintenance.





**Town of Blue River  
2021 Budget  
Combined Balance Sheet**

	<b>General Fund</b>	<b>Capital Fund</b>	<b>Conservation Trust</b>
<b>Beginning Balance</b>	\$2,743,289.11	\$389,544.00	\$100,220.82
<b>Revenues</b>	\$1,564,494.34	\$1,000.00	\$7,000.00
<b>Expenses</b>	\$1,316,974.57	\$0.00	\$40,000.00
<b>Reserves/Tabor</b>	\$640,000.00		
<b>Fund Balance</b>	\$2,761,145.77	\$390,544.00	\$67,220.82
<b>Reserves Unrestricted</b>	\$533,710.09		

**Town of Blue River  
General Fund Revenues  
2021 Budget**

	<b>2018</b>	<b>2019</b>	<b>2020 Oct</b>	<b>2021 Budget</b>
<b>Beginning Balance</b>	\$1,702,774.25	\$1,780,356.89	\$2,067,656.79	\$2,743,289.11
<b>Revenues</b>				
<b>Taxes/Fees</b>	\$1,053,370.54	\$1,240,066.03	\$1,531,623.63	\$1,304,694.34
<b>Building</b>	\$126,591.58	\$93,910.28	\$68,696.94	\$65,700
<b>Court</b>	\$32,907.22	\$33,433.45	\$35,568.31	\$43,600.00
<b>Tarn</b>	\$4,200.00	\$3,555.00	\$6,290.00	\$0.00
<b>Grants</b>	\$107,585.95	\$88,338.16	\$37,672.10	\$53,000
<b>Other</b>	\$84,171.86	\$94,155.48	\$71,179.97	\$97,500.00
<b>Total</b>	<b>\$1,408,827.15</b>	<b>\$1,553,458.40</b>	<b>\$1,758,108.58</b>	<b>\$1,564,494.34</b>

	<b>2018</b>	<b>2019</b>	<b>2020 Oct</b>	<b>2021 Budget</b>
<b>Expenses</b>				
<b>Administration</b>	\$310,538.86	\$393,312.53	\$364,044.05	\$561,934.00
<b>Public Safety/Court</b>	\$155,309.50	\$201,431.53	\$278,360.74	\$298,300.00
<b>Public Works</b>	\$406,259.69	\$476,118.00	\$408,846.45	\$456,740.57
<b>Capital</b>	\$455,438.50	\$195,696.44	\$20,359.92	\$0.00
<b>Total</b>	<b>\$1,327,546.55</b>	<b>\$1,266,558.50</b>	<b>938,303.25</b>	<b>\$1,316,974.57</b>





*Town Board of Trustees  
Mission Statement*

*The Town of Blue River endeavors to nurture  
our serene mountain community by  
Conserving our natural residential  
environment,  
Promoting unity with our neighbors and  
surroundings,  
Channeling the voice of our residents, and  
enhancing the quality of life of all*



# Town of Blue River

## General Fund-Administration Department

### 2021 Budget

#### **Budget Narrative-Administration**

The Administration Department for the Town of Blue River includes the administrative personnel, elected and appointed officials, employee benefits, community engagement and funding, town hall expenses and utilities. The department is the hub of all operations for the town. Currently, there are two full-time paid staff members, seven elected Trustees and seven Planning/Zoning Commissioners.

#### **Administration Accomplishments-2020**

- Work has been completed for all records management and town records are in the process of being scanned and stored via the cloud for retention purposes.
- A Comprehensive Plan Committee has been appointed to update the Town Comprehensive Plan.
- The Trails Committee has made progress on a Trails Plan and is developing a strategy for easements.
- The Citizen Advisory Committee continues work on community engagement. While all town events were cancelled, a “Night Under the Stars” virtual event was held as well as a modified cleanup day. The Committee has also completed the Noxious Weed Plan for adoption by the Board of Trustees.
- Monthly Newsletters-The Town continues to expand its community outreach to the residents. Monthly newsletters, Facebook pages, Instagram, Twitter and emails are sent to provide continuous communication to the residents.
- The Town has established texting option providing citizens an opportunity to receive Town alerts and information.

#### **Administration Goals for 2021**

- ***Goal #1: Technology***
  - Improve permitting system for continued efficiency with building permits
  - Complete work on archiving all Town documents.
  - *Performance Measure:*
    - All Town documents will be scanned and stored in the cloud. This will allow for easy retrieval as well as safety backup in case of emergencies.
    - Allow for more online options for contractors to obtain permits.
- ***Goal #2: Community Engagement***
  - Increase the community engagement through established events.
  - Develop a volunteer base as well as utilize the Citizen Advisory Committee and Trails Committee for community projects.
  - Increase the Community Education Series to become a monthly activity.
  - *Performance Measurement*



- With the increase in events, there will be more residents involved and connection with the community.

### Administration

Elected Officials:	\$14,400.00
Town Attorney:	\$40,000.00
Salaries (Town Manager/Deputy Clerk:	\$130,241.00
*Payroll Expense/Taxes:	\$30,000.00
*Accrued Health	\$45,000.00
*Workman's Comp	\$10,000.00
Town Hall Expenses	\$116,143.00
Insurance	
Accounting	
Audit	
Other (Utilities, Phone Supplies, Equipment, misc.)	
Maintenance/Supplies	
*Technology	\$50,000.00
Office Supplies	\$9,000.00
*Training:	\$12,000.00
Codifying	\$3,000.00
Fees	\$12,850.00
Meetings:	\$4,000.00
Events:	\$6,000.00
Clean Up Day	
Trails Day	
Community Education Series	
Safety Days	
Trunk or Treat	
Holiday Social	
Star Gazing	
Noxious Weeds	
Marketing:	
Newsletters	\$700.00
Communications	\$2,300.00
Memberships:	\$5,000.00
Community Fund:	\$10,000.00
Food Bank & FIRC	
Direct Assistance Programs	
Scholarships:	\$3,000.00
Grant Expenses	\$58,300.00
HC3	
Defensible Space	
Police Enforcement Programs	

*\*Includes All Departments\**

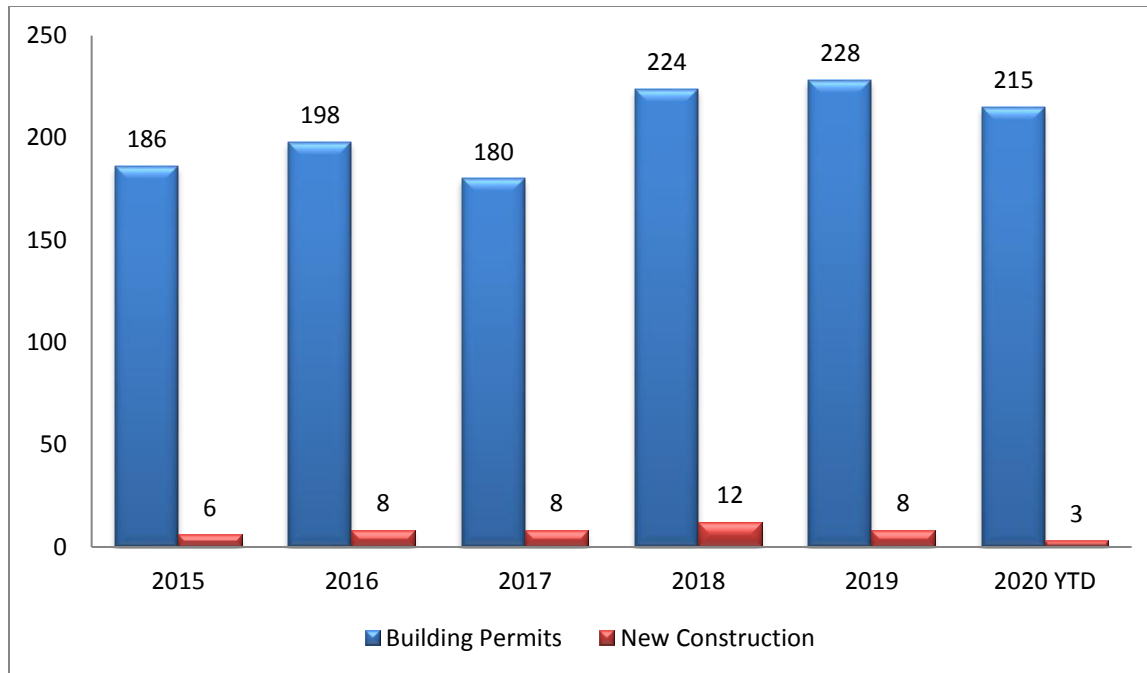
**Total**

**\$561,934.00**



## Town of Blue River General Fund-Public Works

### Building Permits by Year



### Budget Narrative-Public Works

The Public Works Department provides building permitting, road maintenance, snow removal, and wildfire defensible space program. In 2020, there has been a decrease in new construction and overall permits. Permits issued were generally for home remodels. There were 8 new construction projects in 2019. However 2020 has seen only 3 new construction projects started. It is anticipated that as buildable lots decrease and become more difficult to build, activity will shift to repairs, remodels and additions.

Beginning in November 2020, the Town has conducted a reorganization of the Building Department. Plans and plan review are being contracted out to SAFEBuilt and all building inspections are being conducted via IGA with Summit County Building Department. Electrical inspections remain unchanged.

In 2020, 24 homes participated in the wildfire defensible space grant program. Homeowners are increasingly working towards defensible space and fire protection activities.

Roads within the Town of Blue River, being primarily dirt, were graded three times in 2020. Road base was added to areas, ditching and crowning were conducted to help facilitate proper drainage. Ongoing mitigation has assisted in road maintenance efforts improving drainage and overall wear and tear. Plans are to continue with extra grading as well as more preventative maintenance in 2021.



The Town will install additional solar speed signs in the 97 Circle and Lakeshore. In addition, a lighted stop sign will be installed on Spruce Creek Road to improve visibility and compliance traveling through the neighborhood. Solar down lighting will be added to illuminate the gateway signs.

The Town has increase the budget to provide for park enhancements and landscaping around the gateway signs.

**Goal #1:**

- Continue and increase the preventative maintenance program for all roads to ensure longevity.

*Performance Measurement:*

- With preventative maintenance the occurrence of larger issues should be mitigated and resident concerns addressed in a timely manner.

**Goal #2:**

- Work with a local landscape architect to improve, enhance and provide maintenance to Town Park.

*Performance Measurement:*

- Additional landscaping and new features to be added for overall usage at Town Park.
- Enhanced landscaping at gateways including down lighting to improve appearance at Town entrances.

**Public Works**

SAFEBuilt	\$15,000.00
Inspections (All)	\$31,000.00
Fuel	\$1,000.00
Auto Repair/Maintenance	\$500.00
Street Lights	\$2,500.00
Snow Removal	\$200,340.57
Street Maintenance	\$160,000.00
Sign Installation/replacements	
Cistern Maintenance	
Culverts Maintenance	
Road Grading	
Miscellaneous	
Engineering	\$5,000.00
Road Signs	\$18,000.00
Park Maintenance	\$15,000.00
Additional funding to come from Conservation Trusts	
Planning/Zoning	\$8,400.00
<b>Total Public Works</b>	<b>\$456,740.57</b>



## Town of Blue River General Fund-Public Safety

### **Budget Narrative-Public Safety**

Since 2017, the Town of Blue River has operated an independent “Marshal’s Office”. In 2019, the Marshal’s Office officially changed to become the Blue River Police Department. There are four full-time officers. The Blue River Police Department provides 24/7 coverage of the Town. The Blue River Police Department is committed to crime prevention and working cooperatively with the community to identify and solve neighborhood problems.

### ***Goal #1: Update all Policies and Procedures to follow State Law Changes***

In 2020, Colorado State Law was changed mandating many new policies, and procedures for Police Departments Statewide.

#### *Performance Measurement:*

- Contract with Lexipol to update all Police Department Policies and Procedures to be in compliance with State Statutes

### ***Goal #2: Update & Increase Department Technology***

Update body camera technology as well as computer information systems.

#### *Performance Measurement:*

- By updating body camera technology and information systems, it will ensure police officers are working efficiently and in full compliance with State Statutes.

### **Public Safety**

#### **Police Department**

Salaries (Chief, Sargent, 2-Officers):	\$232,000.00
Office Administrative:	\$800.00
SWAT:	\$5,000.00
Uniforms/Supplies:	\$3,000.00
Fuel:	\$8,000.00
Auto Maintenance:	\$5,000.00
Animal Control:	\$2,100.00
Communications Center:	\$20,000.00
HASMAT:	\$1,885.00
Radar Certifications:	\$100.00
Total:	\$281,700.00

#### **Court Expense**

Judge:	\$6,500.00
Prosecutor:	\$9,600.00
Administration	\$500.00

**Total:** **\$298,300.00**



# Town of Blue River

## Capital Fund

### 2021 Budget

#### Budget Narrative-Capital

Over the last several years, focus has remained on large road improvement projects including widening the entrance of Spruce Creek Road; guardrail installation and road base to Lakeshore Drive; drainage work in 97 Circle and drainage road improvements along Blue River Road. Capital improvements have included the installation of 35 cisterns in 17 locations throughout the Town.

At the end of 2018, the Town of Blue River adopted the Capital Improvement Plan. This plan outlines capital improvements identified by the Board of Trustees, Planning & Zoning Commission, Town Appointed Committees and residents. The main focus is road improvements but also additional cisterns, trails and recreation path. The plan identifies estimated cost, locations and types of improvements needed.

In 2019, the Town of Blue River has worked with the Town of Breckenridge, Summit County and CDOT on a Highway 9 Access Plan. An access plan provides a unified vision of the future access needs for a particular roadway corridor. The plan defines existing and future access locations and configurations, with consideration for spacing, traffic movements, circulation, and alternative access opportunities. It is a long-rang planning document that identifies access conditions that will be implemented as highway and land-use characteristics change. The plan developed includes a design for what a recreation trail from Breckenridge to Hoosier Pass could look like. The plan is awaiting final approval.



In 2021, the Town will not be conducting any major capital improvement projects. Focus will be on creating an investment strategy for the future.

#### Capital Fund

Beginning Balance	\$416,315.98
General Fund Contribution	\$1,000.00
Expenditures	\$0.00
<b>Total</b>	<b>\$416,315.98</b>





# Town of Blue River Conservation Trust Fund 2021 Budget

## **Budget Narrative-Conservation Trust**

The Conservation Trust revenues received are paid quarterly through the Department of Local Affairs on a per capita basis to 470 eligible local governments: counties, cities, towns and Title 32 special districts that provide park and recreation services in their service plans. Funding can be used for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. A public site is defined by the department as a publicly owned site, or a site in which a public entity/local government holds an interest in land or water.

With the establishment of the Blue River Open Space and Trails Committee, there is opportunity to utilize the funds towards the development of a trail system in Blue River. Plans for the Conservation Trust Funds in 2021 include Town Park enhancements as well as obtaining easements, and trail improvements.



## **Conservation Trust Fund**

Beginning Balance	\$100,220.82
Revenues	\$7,000.00
Expenditures	\$40,000.00
<b>Net</b>	<b>\$67,220.82</b>

## **Trails**

Easement Acquisition	\$10,000.00
Legal	\$5,000.00
Surveys	\$5,000.00

Town Park	\$20,000.00
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<b>Total</b>	<b>\$40,000.00</b>
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## 2021 -2023 Proposed Compensation

Beginning in 2021, it is proposed to increase all Town Staff pay scales to be more competitive with municipalities similar to the Town of Blue River while remaining cognizant of current budget limitations and future unknowns. The proposal is for a three year step increase that will gradually raise all Town Staff pay scales.

### Notes on Salary Changes

- ❖ In 2014, there was one employee working within Town Hall. Court, Building and Roads were all contracted out. Public Safety was only a part-time Code Enforcement Officer. Police were contracted with Breckenridge and the County.
- ❖ Prior to 2017, the Building Official and Electrical Contractor were contracted out.
- ❖ Beginning in 2018, the Police Department began to add personnel. Beginning in 2020, there are four full-time officers.
- ❖ As of summer 2018, a Deputy Clerk position was added to the Admin salaries.

### Town Growth

- ❖ Since 2014, the Town of Blue River has experience significant changes and growth. In 2014, the estimated population was 864. Estimated for 2020 is 924 for a 7% increase.
- ❖ In 2014, Town Hall services included: Trustees & P/Z meetings, business licenses, communications, Tarn permits, limited building permits and limited records. Today, Town Hall issues all permits, business and short-term rental licenses, meetings, court, ticket processing, police administration, county/town relations, three additional community committee, communications, finance operations, land use, events/community education and misc. citizen services/questions.
- ❖ In 2015, Court operations were brought in house.
- ❖ In 2015, the Town purchased the Citizen Serve software. This allowed to bring all permitting and licensing in house. This created additional work for the administration as permits and licenses were now issued through the front office.
- ❖ In 2016, finance operations were revised and brought in-house with limited third party accounting services.
- ❖ In 2017, the Building Official position was brought in house. Below is a chart showing permits issued, inspections and new construction. While new construction year to year has remained level, the number of remodels and small permits have increased.
- ❖ In 2018, the Town ended the agreement with the Sheriff's Office and brought all Public Safety/Police Operations in house as a stand-alone agency. This has required additional personnel, 24/7 coverage, additional training and equipment.



## Comparable Municipalities

Town	Population	Annual Budget	Full-Time Employees	Distance from Resort Town	Resort
Blue River	Est. 923	\$1,916,057.00	7	5.6 miles	Breckenridge
Dillon	904	\$14,998,672.00	37	5.1 miles	Keystone
Georgetown	1096	\$1,897,098.00	12	13 miles	Loveland
Mt. Crested Butte	870	\$3,764,931.00	21	.8 miles	Crested Butte Mountain Resort
Poncha Springs	744	\$1,456,000.00	4	17 miles	Monarch Mountain
Parachute	1085	\$1,754,707.00	16	34 miles	Powderhorn
Hayden	1932	\$21,566,010.00	18	25 miles	Steamboat

Position	Town	Current Range	Current Salary	Proposed Range	2021 Step	2022 Step	2023 Step
<b>Town Manager</b>	Blue River	\$70,000-\$90,000	\$77,175	\$85,000-\$105,000	\$75,000-\$95,000	\$80,000-\$100,000	\$85,000-\$105,000
	Dillon		\$131,500				
	Georgetown		\$103,970	<b>Step Salary</b>	\$83,241	\$90,433	\$97,894
	Mt. Crested Butte		\$90,000-\$150,000				
	Poncha Springs		\$70,000-\$100,000				
	Parachute		\$91,087-\$99,660				
	Hayden		\$109,474				



Position	Town	Current Range	Current Salary	Proposed Range	2021 Step	2022 Step	2023 Step
<b>Chief of Police</b>	Blue River	\$80,000-\$100,000	\$73,000	\$80,000-\$100,000	\$68,000-\$86,000	\$74,000-\$92,000	\$80,000-\$100,000
	Dillon		\$106,293-\$148,811				
	Georgetown		\$85,949	<b>Step Salary</b>	\$80,000	\$87,000	\$95,000
	Mt. Crested Butte		\$80,000-\$110,000				
	Poncha Springs						
	Parachute						
	Hayden		\$93,183				

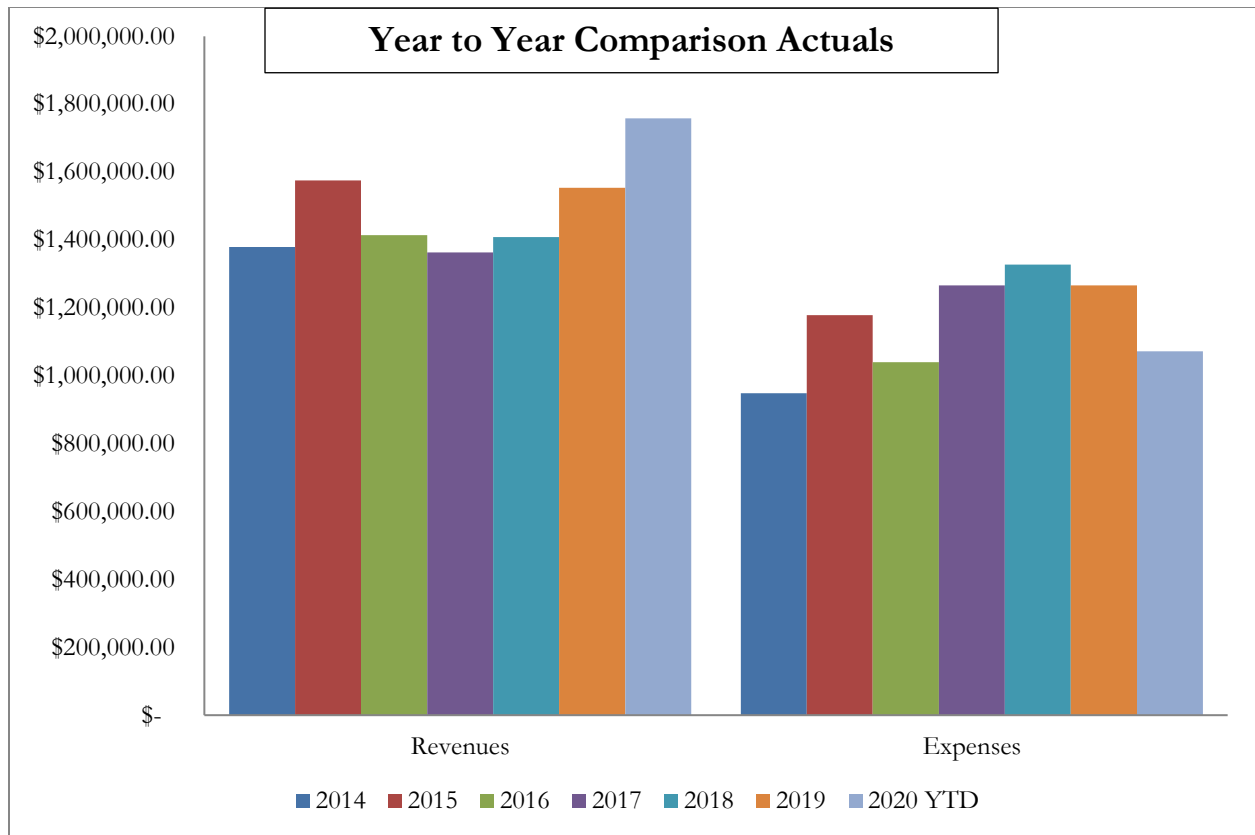
Position	Town	Current Range	Current Salary	Proposed Range	2021 Step	2022 Step	2023 Step
<b>Sargent</b>	Blue River	\$52,000-\$62,400	\$52,000	\$62,000-\$75,000	\$56,000-\$66,000	\$59,000-\$69,000	\$62,000-\$75,000
	Dillon		\$71,025-\$99,436				
	Georgetown		\$65,686	<b>Step Salary</b>	\$56,000	\$59,000	\$62,000
	Mt. Crested Butte						
	Poncha Springs						
	Parachute		\$48,223-\$52,460				
	Hayden		\$59,908-\$76,378				



Position	Town	Current Range	Current Salary	Proposed Range	2021 Step	2022 Step	2023 Step
<b>Officers</b>	Blue River	\$41,600-\$52,000	\$43,680	\$52,000-\$62,000	\$46,000-\$56,000	\$49,000-\$59,000	\$52,000-\$62,000
	Dillon		\$57,381-\$80,334				
	Georgetown		\$49,275	<b>Step Salary</b>	\$48,000	\$51,000	\$55,000
	Mt. Crested Butte		\$50,000-\$70,000				
	Poncha Springs						
	Parachute						
	Hayden		\$51,201-\$65,277				

Position	Town	Current Range	Current Salary	Proposed Range	2021 Step	2022 Step	2023 Step
<b>Deputy Clerk</b>	Blue River	\$31,200-\$37,440	\$43,680	\$50,000-\$70,000	\$38,000-\$47,000	\$44,000-\$53,000	\$50,000-\$60,000
	Dillon		\$62,182-\$87,055				
	Georgetown			<b>Step Salary</b>	\$47,000	\$53,000	\$60,000
	Mt. Crested Butte						
	Poncha Springs		\$55,000-\$85,000				
	Parachute		\$53,581-\$60,000				
	Hayden						





## 2021 Detailed Budget

General Fund	2018	2019	2020 Budget	2020 YTD	2021
<b>Beginning Balance General Fund Balance</b>	<b>1,702,774.25</b>	<b>1,780,756.89</b>	<b>2,067,656.79</b>	<b>2,067,656.79</b>	<b>2,513,626.00</b>
<b>Revenues/Inflows</b>					
<i><b>Taxes/Fees</b></i>					
General Property Tax	525,840.29	528,373.91	644,798.35	628,252.27	644,795.34
Delinquent Taxes	(82.65)	105.13		(6,502.93)	
Lodging Tax	135,291.74	166,587.03	165,000.00	88,932.56	165,000.00
Specific Ownership Tax	30,442.55	27,125.71	24,000.00	22,235.56	24,000.00
Motor Vehicle License Fees	5,654.67	13,020.32	5,000.00	6,409.86	6,000.00
Sales Tax	290,916.43	425,616.72	250,000.00	406,369.07	400,000.00
Cigarette Tax	312.76	443.54	1,000.00	420.21	500.00
Highway User's Tax	48,656.47	61,449.63	44,890.31	36,102.74	44,399.00
Road & Bridge Fees	16,338.28	17,344.04	17,000.00	20,274.51	20,000.00
<b>Total Income Taxes/Fees</b>	<b>1,053,370.54</b>	<b>1,240,066.03</b>	<b>1,151,688.66</b>	<b>1,202,493.85</b>	<b>1,304,694.34</b>
<i><b>Building Department</b></i>					
Building Inspection Department	122,856.58	92,760.28	75,000.00	60,091.29	65,000.00
Architectural Review Fees	3,735.00	1,150.00	1,000.00	650.00	700.00
Development Fees					
<b>Total Income Building Department</b>	<b>126,591.58</b>	<b>93,910.28</b>	<b>76,000.00</b>	<b>60,741.29</b>	<b>65,700.00</b>
<b>Municipal Court</b>					
Court Fines	29,821.22	30,465.45	30,000.00	23,713.31	40,000.00
Ticket Surcharge	3,064.00	2,936.00	1,000.00	4,022.00	3,500.00
Marshal Office Income (VIN/Fingerprinting)	22.00	32.00	50.00	120.00	100.00



<b>Total Municipal Court</b>	<b>32,907.22</b>	<b>33,433.45</b>	<b>31,050.00</b>	<b>27,855.31</b>	<b>43,600.00</b>
<b><i>Tarn Income</i></b>					
Boat Fees	4,200.00	3,555.00	1,500.00	6,270.00	-
<b>Total Tarn Income</b>	<b>4,200.00</b>	<b>3,555.00</b>	<b>1,500.00</b>	<b>6,270.00</b>	<b>-</b>
<b><i>Grants</i></b>					
Defensible Space Grants	30,532.11	26,096.00	30,000.00	18,005.00	45,000.00
DOLA Administrative Grant				-	
Cisterns	71,250.00	54,167.16		-	
DOLA-Town Hall				-	
Police Department Grants	5,803.84	8,075.00	8,200.00	1,299.10	8,000.00
<b>Total Grants</b>	<b>107,585.95</b>	<b>88,338.16</b>	<b>38,200.00</b>	<b>19,304.10</b>	<b>53,000.00</b>
<b>Other Income</b>					
Interest on Investments	4,388.60	127.07	1,000.00	110.79	500.00
Interest on Taxes	645.60	564.67	500.00	(10.69)	300.00
Natural Gas Franchise	49,865.48	57,559.07	50,000.00	33,942.81	50,000.00
Credit Card Fees	990.43	1,444.68	2,000.00	1,483.83	2,000.00
Lodging Tax Registration	16,262.50	17,217.75	12,000.00	10,795.00	22,650.00
Business Licenses	9,175.00	9,815.00	8,000.00	7,100.00	12,050.00
Administrative Misc. Income	2,844.25	7,427.24	5,500.00	14,186.17	10,000.00
<b>Total Other Income</b>	<b>84,171.86</b>	<b>94,155.48</b>	<b>79,000.00</b>	<b>67,607.91</b>	<b>97,500.00</b>
<b>Total Income</b>	<b>1,408,827.15</b>	<b>1,553,458.40</b>	<b>1,377,438.66</b>	<b>1,384,272.46</b>	<b>1,564,494.34</b>
<b>Expenses/Outflows</b>					
<b>Administration- Personnel</b>					





Salary Elected Officials	13,900.00	13,500.00	14,400.00	11,400.00	14,400.00
Town Manager	77,023.19	79,257.57	77,175.00	70,494.86	83,241
Deputy Town Clerk	6,397.61	38,635.87	43,680.00	35,460.40	47,000.00
Payroll Taxes	21,146.76	25,788.86	25,000.00	26,203.95	30,000.00
Payroll Service Fees	-	-	-		
Unemployment Payments		-			
Workman's Comp	11,146.00	6,305.00	12,000.00	5,288.00	10,000.00
Benefits (Health/Retirement)	23,937.74	25,868.95	52,000.00	24,993.57	45,000.00
Town Attorney Salary	12,516.18	18,079.55	40,000.00	22,253.00	40,000.00
Accounting	5,754.84	5,161.25	6,000.00	3,841.25	6,000.00
Audit	9,365.00	9,230.00	8,000.00	8,400.00	10,000.00
<b>Total Admin Personnel</b>	<b>181,187.32</b>	<b>221,827.05</b>	<b>278,255.00</b>	<b>208,335.03</b>	<b>285,641.00</b>
<b>Administration</b>					
Office Supplies	6,811.32	4,470.78	8,000.00	8,228.02	9,000.00
Uniforms		-	500.00		500.00
Telephone	5,885.84	8,235.68	8,000.00	8,787.51	12,000.00
Postage	6.10	3.00	100.00	-	50.00
Printing & Publishing	4,099.51	3,832.15	6,000.00	4,229.74	6,000.00
Meetings & Events Expense	7,980.00	12,880.44	15,000.00	8,016.28	10,000.00
Training	8,270.00	7,645.25	12,000.00	2,131.85	12,000.00
Sales & Lodging Tax Admin		775.96	500.00	581.00	500.00
Professional Services/Membership Fees	730.27	1,103.50	1,000.00	780.21	20,000.00
Equipment Repairs & Lease	4,904.27	3,937.74	11,000.00	3,075.61	4,500.00
Technology	37,669.43	41,008.90	40,000.00	34,803.68	50,000.00



Community Engagement/Marketing	-	1,319.70	1,000.00	1,500.00	3,000.00
Community Fund		7,000.00	10,000.00	8,500.00	10,000.00
Scholarships		1,500.00	3,000.00	3,000.00	3,000.00
Insurance	8,067.61	16,556.20	17,000.00	16,680.05	17,300.00
Codifying	1,026.01	839.40	1,200.00	749.57	3,000.00
Elections	4,529.49	-	6,000.00	3,437.81	-
County Treasurer Fees	10,475.19	10,534.93	12,000.00	12,434.89	16,500.00
NWCOG	921.00	959.00	1,200.00	1,030.00	1,030.00
CML	1,169.00	1,175.00	1,175.00	383.00	383.00
CAST	630.00	630.00	650.00	630.00	630.00
Credit Card Charges	944.80	1,289.38	2,000.00	1,287.76	1,800.00
Tree Top Donation	1,000.00			1,000.00	-
HC3 Climate Action	3,000.00				-
Payroll Accrued/Health		7,860.32	10,000.00	3,514.32	10,000.00
Admin Misc.		35.00	-	104,759.64	-
<b>Total Administration</b>	<b>108,119.84</b>	<b>133,592.33</b>	<b>167,325.00</b>	<b>229,540.94</b>	<b>191,193.00</b>
<b>Town Hall Expense</b>					
Utilities	8,772.43	9,351.92	10,000.00	8,623.66	10,000.00
Trash	648.00	937.60	1,000.00	1,308.10	1,800.00
Supplies	570.06	792.39	1,000.00	668.91	1,500.00
Repairs & Maintenance	2,241.21	1,812.44	2,000.00	778.87	13,500.00
<b>Total Town Hall Expense</b>	<b>12,231.70</b>	<b>12,894.35</b>	<b>14,000.00</b>	<b>11,379.54</b>	<b>26,800.00</b>
<b>Planning &amp; Zoning</b>					
Planning/Zoning Salary	8,250.00	7,800.00	8,400.00	5,650.00	8,400.00
P & Z Professional Fees	350.00	1,300.00			



<b>Total Planning &amp; Zoning</b>	<b>8,600.00</b>	<b>9,100.00</b>	<b>8,400.00</b>	<b>5,650.00</b>	<b>8,400.00</b>
<b>Municipal Court</b>					
Judge Salary	6,500.04	6,500.04	6,500.00	4,875.03	6,500.00
Prosecutor Salary	8,800.00	8,800.00	9,600.00	7,200.00	9,600.00
Administration/Supplies	1,567.30	598.24	800.00	270.50	500.00
<b>Total Municipal Court</b>	<b>16,867.34</b>	<b>15,898.28</b>	<b>16,900.00</b>	<b>12,345.53</b>	<b>16,600.00</b>
<b>Public Safety</b>					
Salaries	108,972.45	125,058.78	209,000.00	173,076.93	232,000.00
Office/General Administrative Expense			800.00		800.00
Sheriff's Office/2021 SWAT					5,000.00
Fuel-Police Department	2,315.12	3,228.03	6,000.00	4,582.72	8,000.00
Uniforms/Supplies	5,159.01	814.43	3,000.00	5,554.98	3,000.00
Auto (repair, maintenance, car wash)	7,447.13	54,690.67	2,000.00	28,628.41	5,000.00
Animal Shelter	2,175.00	1,500.00	2,100.00	1,550.00	2,100.00
Communications Center	5,760.00	7,643.94	20,000.00	18,433.00	20,000.00
Survivor Support		1,000.00	-	1,000.00	-
HASMAT	1,885.68	1,885.68	1,885.68	1,979.96	2,000.00
Radar Certification	45.00	120.00	100.00	-	100.00
Professional Services		390.00	-	-	3,700.00
Extra Work/Grant Expense	4,682.77	5,100.00	-	-	8,000.00
<b>Total Public Safety</b>	<b>138,442.16</b>	<b>201,431.53</b>	<b>244,885.68</b>	<b>234,806.00</b>	<b>289,700.00</b>
<b>Public Works</b>					
Salaries Building Department	55,730.86	58,452.14	61,058.40	46,355.36	
Summit County Inspections					24,000.00



SAFEBuilt					15,000.00
Electrical Inspections	8,775.00	8,596.25	7,000.00	5,525.00	7,000.00
Fuel Building Dept.			1,700.00	695.68	1,000.00
Auto Repair/Maintenance Building Dept.			2,000.00		500.00
Street Lights Utilities	1,445.63	2,472.38	2,500.00	1,097.21	2,500.00
Snow Removal	185,173.42	196,327.90	194,505.41	98,196.91	200,340.57
Street Maintenance	97,392.40	126,605.51	160,000.00	51,550.97	160,000.00
Engineering	-	-	5,000.00	-	5,000.00
Road Signs	1,227.28	13,263.34	2,000.00	2,465.08	18,000.00
Tarn Passes	972.20	670.00	-		
Forest Improvements	2,900.40		-		
Wildfire/Defensible Space Grant	52,492.50	68,165.00	40,000.00	30,110.00	50,000.00
High Country Conservation Energy Grants	150.00	150.00	300.00	250.00	300.00
Town Park Maintenance	-	-	3,000.00		15,000.00
Summit Stage					
Trail Easements		1,416.00			
General Fund to Capital Funding	455,438.50	195,696.44	-		
<b>Total Public Works</b>	<b>861,698.19</b>	<b>671,814.96</b>	<b>479,063.81</b>	<b>236,246.21</b>	<b>498,640.57</b>
<b>Total Expenses</b>	<b>1,327,146.55</b>	<b>1,266,558.50</b>	<b>1,208,829.49</b>	<b>938,303.25</b>	<b>1,316,974.57</b>
<b>Net Revenue/Expense</b>	<b>81,680.60</b>	<b>286,899.90</b>	<b>168,609.17</b>	<b>445,969.21</b>	<b>247,519.77</b>
<b>General Fund Reserves</b>					
TABOR Requirement	49,000.00	40,000.00	40,000.00	40,000.00	40,000.00
General Fund Contingent Reserve	400,000.00	500,000.00	600,000.00	600,000.00	600,000.00
<b>Total General Fund Reserves</b>	<b>449,000.00</b>	<b>540,000.00</b>	<b>640,000.00</b>	<b>640,000.00</b>	<b>640,000.00</b>



## Capital Fund

Capital Fund	2018	2019	2020 Budget	2020 YTD	2021
Beginning Balance	-	-	409,903.92	409,903.92	389,544.00
<b>Revenues</b>					
<i>Capital Contributions</i>					
General Fund	340,788.51	145,696.44	-	-	-
Other-Interest	-	-	-	-	1,000.00
<i>Grants</i>					
Cistern (DOLA)	71,250.00				
Summit County Wildfire Council		50,000.00			
Total	71,250.00	50,000.00			
<b>Total Revenues</b>	<b>455,438.51</b>	<b>245,696.44</b>			<b>1,000.00</b>
<b>Expenses</b>					
<i>Roads</i>					
Construction					
Engineering					
Legal	95,938.26				
Easements					
Surveys					
<i>Town Hall</i>					
Construction	14,439.00	-	20,000.00	20,359.92	-
<i>Land</i>					
Acquisition					
Legal					
<i>Cisterns</i>	160,377.93	142,474.74	-	-	-
<b>Total Expenses</b>	<b>412,038.51</b>	<b>195,696.44</b>	<b>20,000.00</b>	<b>20,359.92</b>	<b>-</b>
<b>Balance</b>	<b>-</b>	<b>-</b>	<b>389,903.92</b>	<b>389,544.00</b>	<b>390,544.00</b>



## Conservation Trust Fund

Conservation Trust Fund	2018	2019	2020 Budget	2020 YTD	2021
Beginning Balance	73,364.25	82,626.46	93,143.19	93,143.19	100,220.82
<b>Revenues</b>					
<i>CTF Receipts</i>	9,262.21	10,516.73	6,000.00	7,077.63	7,000.00
<b>Total Revenues</b>	<b>9,262.21</b>	<b>10,516.73</b>	<b>6,000.00</b>	<b>7,077.63</b>	<b>7,000.00</b>
<b>Expenses</b>					
Trail Easements			10,000.00		10,000.00
Legal			5,000.00		5,000.00
Surveys			5,000.00		5,000.00
Town Park					20,000.00
Total Expenses			20,000.00		40,000.00
Balance	82,626.46	93,143.19	79,143.19	100,220.82	67,220.82

