



Agenda
Town of Blue River
Regular Meeting of the Board of Trustees
April 21, 2020

This will be a virtual meeting and will not be held at Town Hall
6:00 p.m.

Conferencing Access Information: <https://global.gotomeeting.com/join/258035477>
Join via phone at +1 (872) 240-3212 Access Code: 258-035-477

- I. REGULAR MEETING OF THE BOARD OF TRUSTEES, 6:00 p.m.**
- II. CALL TO ORDER, ROLL CALL**
- III. APPROVAL OF CONSENT AGENDA**

- **MINUTES, March 11, 2020**
- **Approval of Bills-\$42,607.30**

IV. COMMUNICATIONS TO TRUSTEES

This is an opportunity for Citizens to bring comments and questions to the Board of Trustees not being addressed in the Regular Meeting Agenda. Please use the comments section on the meeting site to speak or ask a questions. You may also text your questions to (970) 406-2430 or email: michelle@townofblueriver.org.

- Citizen Comments (Non-Agenda Items Only)
- Citizen Communications (letters & emails)

V. NEW BUSINESS

- Swearing in /Welcome of new officers
- Ratification of email votes.
 - i. Emergency Declaration
 - ii. Housing Helps Application
- COVID-19 Operations discussion and update

VI. OLD BUSINESS

VII. REPORTS

- Mayor
- Trustees
 - i. Trails Committee-Trustee Fossett
 - ii. Citizen Advisory-Trustee Finley
 - iii. Transit Authority-Trustee Pilling
 - iv. Wildfire Council-Trustee Dixon
 - v. Planning & Zoning-Trustee Robertson
 - vi. Other Trustees Reports
- Other Committee Reports
- Department/Staff Reports
- Attorney's Report

III. OTHER BUSINESS

IX. Next Meeting, Tuesday, May 19, 2020

*Reports from the Town Administrator, Mayor and Trustees; Scheduled Meetings and other matters are topics listed on the Regular Trustees Agenda. If time permits at the work session, the Mayor and Trustees may discuss these items. The Board of Trustees may make a Final Decision on any item listed on the agenda, regardless of whether it is listed as an action item.



Minutes

Town of Blue River

Regular Meeting of the Board of Trustees

March 11, 2020

Blue River Town Hall, 0110 Whispering Pines Circle

I. REGULAR MEETING OF THE BOARD OF TRUSTEES, 6:00 p.m.

II. CALL TO ORDER, ROLL CALL

- Mayor Babich called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.
 - Roll Call
 - Mark Fossett
 - Joel Dixon
 - Tyler Brook
 - Dan Cleary
 - Toby Babich
 - Ken Robertson
 - Ted Pilling

- Also present: Town Manager/Clerk, Michelle Eddy, and Town Attorney Robert Widner.

III. APPROVAL OF CONSENT AGENDA

- **MINUTES, February 18, 2020**
- **Approval of Bills-\$50,809.05**
 - Noted a question in minutes of lot versus parcel question.
 - Trustee Cleary moved and Trustee Fossett seconded to approve the consent agenda. Motion passed unanimously.

IV. COMMUNICATIONS TO TRUSTEES

This is an opportunity for Citizens to bring comments and questions to the Board of Trustees not being addressed in the Regular Meeting Agenda. Please limit comments to 3 minutes. Citizens are asked to approach the podium state their name and address for the record.

- Citizen Comments (Non-Agenda Items Only)
 - Braden Angel, Prosecutor for the Town of Blue River was present to announce he is running for District Attorney for District 5.
 - Martie Semmer, Blue Grouse spoke about the noxious weed ordinance and gave thanks for getting the program going. Also spoke about the dark skies initiative.
- Citizen Communications (letters & emails)-no communications for the Trustees were received.

V. NEW BUSINESS

- Public Hearing Ordinance 2020-01 Chapter 17 Subdivisions
 - Mayor Babich opened the public hearing for Ordinance 2020-01 Chapter 17 Subdivisions at 6:17 p.m.
 - The Mayor discussed reasoning for the public hearing and delay in a second reading. He outlined the process moving forward.
 - Mark Meiser, 0116 Tesemini Lane-recently purchased lot on Tesemini. He noted he does have an application submitted to the Town to subdivide the four acre lot into two lots. He stated his intent is to build two homes meeting all current Town regulations. He also stated that he had been attending all of the meetings leading up to the ordinance. He expressed frustration of the last minute change as when he purchased he understood what the regulations were and would not have purchased if he

knew the regulations would change. He is asking to be allowed to continue with the application as presented. He noted a process that was passed in Denver.

- Doug O'Brien, Crown Drive spoke understanding not fully understanding the process and spoke in defense of Mr. Meiser. Mr. O'Brien stated he is against more density but is sympathetic to Mr. Meiser's situation. He would like the single family lots to remain single family lots. He did note that Mr. Meiser was in the process and Mr. Meiser isn't being unreasonable putting two lot on four acres.
- Mayor Babich closed the public hearing for Ordinance 2020-01 Chapter 17 Subdivisions at 6:35 p.m.
- Mayor Babich noted there will not be a vote tonight on the chapter and tonight was an opportunity to hear from the public.
- Trustee Robertson noted that his understanding is Chapter 17 is about process not zoning or lot size. Chapter 16 is reviewed later. This was confirmed. He felt the discussion on zoning was premature.
- Trustee Cleary noted he was not against subdivision except for in an existing platted subdivision. He stated a need to receive council to understand the definitions.
- Town Attorney Widner reviewed some options and definitions including what has been subdivided or not subdivided.
- Discussion of plats and what is and isn't platted. Attorney Widener provided clarification on the subject noting that virtually all of the town is platted and recorded with the county including the mining claims that were never part of a subdivision. The discussion would be what would be the development right with that property.
- Discussion and clarification as to what qualifies for the subdivision noting that all land within the current town limits is platted. It is noted that there are five properties within the town that would qualify for subdivision.
- Discussion of options moving forward for the future.
- Trustee Pilling stated a feeling of unfairness to change a process while applications are submitted and discussion of communications moving forward to allow time for adjustment.
- Trustee Brook noted position that prior to 2015 there wasn't allowed subdivisions and density is being created by allowing it.
- Public Hearing/Second Reading Ordinance 2020-03 Adoption of the 2020 Model Traffic Code
 - Mayor Babich opened the public hearing for Ordinance 2020-03 Adoption of the 2020 Model Traffic Code at 7:04 p.m.
 - Braden Angel spoke in favor of adopting the code to be in line with the State.
 - Attorney Widner noted importance staying up to date with the code to be uniform throughout the State.
 - Mayor Babich closed the public hearing for Ordinance 2020-03 Adoption of the 2020 Model Traffic Code at 7:06 p.m.
 - Trustee Fossett moved and Trustee Brook seconded to approve Ordinance 2020-03 Adoption of the 2020 Model Traffic Code. Motion passed unanimously.
- Ordinance 2020-07 Ordinance Increasing Accommodation Rental Registration Fee
 - Discussion of reason and noted this was discussed for approval in January.
 - Trustee Fossett moved and Trustee Robertson seconded to approve Ordinance 2020-07 Ordinance Increasing Accommodation Rental Registration Fee. Motion passed unanimously.
- Ordinance 2020-08 Ordinance Amending Section 2-1-20 Concerning the Deadline for Filing Affidavit to be a Write-in Candidate for Town Elections
 - Trustee Brook moved and Trustee Dixon seconded to approve Ordinance 2020-08 Ordinance Amending Section 2-1-20 Concerning the Deadline for Filing Affidavit to be a Write-in Candidate for Town Elections. Motion passed unanimously.

VI. OLD BUSINESS

VII. REPORTS

- Mayor
 - Mayor Babich reported there was a very productive meeting with the Theobald Family. Trustee Fossett and Manager Eddy were in attendance. The Tarn dam project and what will be happening between the

Theobalds and the Town of Breckenridge. Additional discussion was made with the Theobalds expressing interest of acquiring land in the future if it became available.

- Trustees
 - Citizen Advisory Committee/NWLAB
 - Manager Eddy reported the Committee is reviewing the State Statute as well as a sample plan from Nederland and will be drafting a noxious weed management plan at the end of the month. The Committee approved four high school scholarships and is working on the community education series as well as the upcoming town events.
 - Trails Committee-Trustee Fossett
 - Trustee Fossett reported the committee has made assignments and outreach. They have expressed an interest in being named “BROSAC” Blue River Open Space and Trails.
 - Transit Authority-Trustee Pilling
 - Trustee Pilling reported the ridership has dropped extensively throughout the County, Park County and Lake County. Additionally, there is a discussion on limiting services throughout the County due to lack of drivers.
 - Trustee Pilling also reported he has applied for the Summit County Board of Adjustments representing the Upper Blue Basin. His application is being reviewed by the Board of County Commissioners.
 - Wildfire Council-Trustee Dixon
 - No report.
 - Planning & Zoning-Trustee Robertson
 - No meeting was held for March.
 - Other Trustees Reports
 - Trustee Cleary asked about summer events.
- Other Committee Reports
- Department/Staff Reports
 - Future annexation discussion
 - Mayor Babich provided some background for open discussion.
 - Manager Eddy discussed the possibility of individuals adjacent to the Town interest in annexing to the Town. She reviewed current fees and requested direction on fees for individual properties versus large annexations.
 - Discussion to base fees on cost similar to what is outlined in Chapter 17.
 - Discussion in favor of annexation as a means to increase tax base and future of the town. Noting a need to be cautious of what is proposed.

- Attorney’s Report-No report

VIII. EXECUTIVE SESSION PURSUANT TO C.R.S. 24-6-402 (4)(b) for the purpose of receiving legal advice concerning zoning changes.

- Trustee Cleary moved to adjourn into executive session pursuant to C.R.S. 24-6-402(4)(b) for the purpose of receiving legal advice concerning zoning changes at 7:53 p.m. Trustee Brook seconded. Motion passed unanimously.
- Trustee Fossett moved to adjourn out of executive session pursuant to C.R.S. 24-6-402(4)(b) for the purpose of receiving legal advice concerning zoning changes at 9:02 p.m. Trustee Robertson seconded. Motion passed unanimously.

IX. Trustee Cleary moved and Trustee Robertson seconded to approve changes discussed in executive session. Changes instructed to the Town Attorney include allowing existing applications to move forward; restricting/prohibiting subdivisions in R1 zoning in addition to prohibiting the re-subdivision of lots that have been consolidated.

X. Mayor Babich thanked Trustee Brook for his time and dedication to the Town.

XI. Next Meeting, Tuesday, April 21, 2020

There being no further business before the Board, Trustee Brook made a motion to adjourn the meeting. Trustee Fossett seconded the motion. Mayor Babich adjourned the regular meeting 9:07 p.m..

Respectfully Submitted:

Michelle Eddy, Town Clerk



Town of Blue River

Staff Report COVID-19 Emergency April 12, 2020

Submitted By: Michelle Eddy, Town Manager

Background

- On March 12, 2020 discussions at the Mayors, Managers and Commissioners meeting began to discuss steps to be taken to address the COVID-19 emergency. At that point there were no known cases in Summit County. Town staff drafted internal policies and guidelines to ensure readiness for the pandemic.
- On Friday, March 13, 2020 it was officially announced that there was a cases of COVID-19 in the County and possibly more. As the emergency evolved quickly, the decision was made to close Town Hall to the public beginning Monday, March 16th. Shortly thereafter the decision that only essential personnel would report to Town Hall for work or work remotely.
- The Town of Blue River operations work via a cloud based system through Verticomm. All operations except for the Police Department were transferred to remote working. Building inspections were cancelled until March 25th to evaluate and work with the County on developing a plan forward. Building inspections resumed by March 26th.
- Short-term rentals were banned in Summit County beginning March 19th until May 1st (extended from April 12th). This was done via Public Health Order issued by Summit County.
- Governor has issued a Statewide Stay at Home Order.
 - It is requested that second homeowners not travel to the mountains to recreate or stay in their second home but not mandated. Gunnison and Chaffee Counties have banned non-local traffic.
- Governor has issued a protective mask order.

Steps Taken

- Town of Blue River Emergency Declaration issued Monday, March 16th.
- Emergency Declaration extended from an email vote until further notice. Vote to be ratified at the April 21st meeting.
- Plans written and in place for guidelines/policies
 - Blue River COVID-19 Response Plan

- Blue River COVID-19 Building Department Guidelines/Polices
- Building Site Requirements
- Blue River COVID-19 Police Department Guidelines/Polices
- Submittals have been made to hold the Towns place with FEMA grants in the case assistance is necessary.
- A financial projections report is included.

Next Steps

- Currently all non-essential expenses for the Town have been frozen including any proposed wage increases.
- Evaluation of the Town events is being conducted as well as an analysis of potential savings.
- The Town will, in cooperation with the other municipalities, work to determine when and how the County reopens to the public. It is anticipated this will be a long term process with potential for permanent changes to be placed moving forward.

Financial Projections

Revenue

Currently the Town of Blue River, through the month of March, has been tracking on or at budget with both expenses and revenue. With the loss of sales tax and lodging tax revenue for the months of March and April, it is expected the Town will be slightly behind budget for lodging tax but will most likely finish on budget for sales tax. Please note that this is compared with budget and not 2019 actuals. Other departments are expected to remain on track. See attached for projections.

Expenses

The Town of Blue River does not operate on a “fluff” budget. Therefore when it comes time to cut expenses, there is little that can be adjusted. Below are recommendations for possible cut backs for the remainder of the year.

- Cancel all events and reduce meeting expenses by reducing meals for meetings.
 - While this isn’t a big line item, it is one that can be reduced easily. As it is uncertain as to what will become the new norm for public gatherings, it is felt that the Community Education Series can become a virtual one. Videotaped presentations and information can be uploaded to social media and placed on the website all free of charge.
 - Events:
 - Cleanup Day-supplies are already on hand from left overs for cleanup day. An additional \$1500 can be saved by not renting dumpsters or providing food for volunteers. Trash can be issued to anyone willing to conduct highway, park or neighborhood cleanup. The town staff will then drive around and pick up the bags. Dates for this modified event will be May 12-17th.
 - All other events will be cancelled. The exception possibly being Trunk or Treat. Research will be done with the Citizen Advisory Committee to see if the event can be held, safely and at minimal cost possibly seeking donations.

- Total potential savings of \$6,000.00
- Training
 - Any training not already paid for or attended would be cancelled. Savings of \$6,000.00.
- Road Maintenance
 - While the road maintenance budget was increased for 2020, it is recommended to not conduct any extra work but maintain the same schedule of work as was conducted in 2019. This will create a \$30,000 savings in the 2020 budget.
- Benefits/Administration
 - The 2020 Budget included wage increases as well as 401k matching dollars. It is recommended that at this time the 401k match not be implemented. All wages will be froze at the current status.
- Estimated savings:
 - Salaries:
 - Budget:\$397,913.40
 - Proposed Freeze: \$388,973.40
 - Savings: \$8,940.00
 - Benefits savings: \$7,612.00
 - Total Savings: \$16,552.00
- Total Potential Savings: \$50,552.00

If numbers and projections remain true, it is anticipated there will not be a loss due to the strong beginning to 2020 Sales Tax revenue. This will be evaluated in August/September to see if budgeted expenses that have been frozen can be brought back into operation.

Project Loss COVID19

Item	2019 Actual	2020 Budget	2020 Projected Loss	%Projected Down	New Projection Compared to budget
Lodging					
January-March	\$ 35,347.90		\$ 3,926.77	Actual	\$ 31,421.13
April	\$ 25,846.72		\$ 25,846.72	100%	\$ -
May	\$ 9,300.92		\$ 9,300.92	100%	\$ -
June	\$ 4,418.22		\$ 3,092.75	70%	\$ 1,325.47
July	\$ 13,085.08		\$ 6,542.54	50%	\$ 6,542.54
August	\$ 1,334.61		\$ 400.38	30%	\$ 934.23
September	\$ 7,980.64		\$ 2,394.19	30%	\$ 5,586.45
October	\$ 12,720.79		\$ 1,272.08	10%	\$ 11,448.71
November	\$ 8,433.94		\$ 421.70	5%	\$ 8,012.24
December	\$ 34,901.21		\$ 1,745.06	5%	\$ 33,156.15
Total	#####	\$ 165,000.00	\$ 54,943.12	33%	\$ 110,056.88

Sales	2019 Actual	2020 Budget	2020 Projected Difference	%Projected Down	New Projection compared to budget
January-March	\$ 77,141.61	\$ 62,500.00	\$ 121,022.00	Actual	\$ 183,522.10
April	\$ 30,815.58	\$ 20,833.33	\$ (20,833.33)	100%	\$ -
May	\$ 35,626.44	\$ 20,833.33	\$ (20,833.33)	100%	\$ -
June	\$ 20,399.91	\$ 20,833.33	\$ (14,583.10)	70%	\$ 35,416.43
July	\$ 18,060.08	\$ 20,833.33	\$ (10,416.50)	50%	\$ 31,249.83
August	\$ 29,811.40	\$ 20,833.33	\$ (6,250.00)	30%	\$ 27,083.33
September	\$ 33,838.19	\$ 20,833.33	\$ (6,250.00)	30%	\$ 27,083.33
October	\$ 31,171.56	\$ 20,833.33	\$ (2,083.33)	10%	\$ 22,916.66
November	\$ 35,874.59	\$ 20,833.33	\$ (1,041.67)	5%	\$ 21,875.00
December	\$ 112,877.36	\$ 20,833.33	\$ (1,041.67)	5%	\$ 21,875.00
Total	#####	\$ 250,000.00	\$ 37,689.07	48%	\$ 371,021.68

Total budget different +15.4%

TOWN OF BLUE RIVER
DECLARATION OF LOCAL DISASTER EMERGENCY DUE TO
CORONAVIRUS DISEASE 2019 (COVID-19)

Authority: This declaration is issued pursuant to authority granted to the Town Manager of the Town of Blue River, Colorado ("Blue River") as the principal executive officer of Blue River under the Colorado Disaster Emergency Act, C.R.S. § 24-33.5-701 et seq. This declaration is issued with the support of the Mayor of Blue River.

Declaration: I declare there to be a local disaster in the Town of Blue River, Colorado, to wit, the occurrence of imminent threat of widespread or severe damage, injury, or loss of life or property, due to: (i) the known and demonstrated highly infectious nature of Coronavirus Disease 2019 (COVID-19); (ii) the presence of COVID-19 within Summit County, the State of Colorado, and the United States; and (iii) the continuing daily reported spread of COVID-19. The effect of this declaration shall as broad as necessary to cope with this incident, and specifically to:

1. Activate the response and recovery aspects of any applicable local or inter-jurisdictional disaster emergency or emergency operations plans;
2. Authorize the furnishing of aid and assistance under such plans;
3. Authorize the requesting of aid and assistance from appropriate agencies;
4. Authorize emergency procurements under applicable procurement policies; and
5. Authorize cooperation and coordination with federal, state and county emergency agencies and public health agencies regarding response, recovery and mitigation efforts.

This declaration shall be valid until the next regular meeting of the Town Board of Trustees with the consent of the Town Board of Trustees unless earlier terminated, modified, continued or renewed by the Board of Trustees. This declaration shall be recorded with the Town Clerk and distributed to the Town Board, Summit County, the Colorado Division of Emergency Management, and appropriate representatives of the news media.

Effective March 16, 2020

Michelle Eddy

Michelle Eddy, Town Manager

I hereby certify that as of March 20, 2020, a majority of the members of the Board of Trustees communicated their consent to the indefinite extension of this Declaration of Local Disaster Emergency in accordance with C.R.S. § 24-33.5-701, et seq. This Declaration shall therefore remain continuously effective unless and until repealed.

Michelle Eddy

Michelle Eddy, Town Manager
March 20, 2020



Town of Blue River

Housing Helps Application

Criteria and Regulations

- Regulations:
 - Restrict to a maximum of 3% (27) of homes in Blue River.
 - Public Notice must be given to property owners within 300' of proposed restriction.
 - Approval of deed restriction lies with the Board of Trustees.
 - Deed restrictions are limited to existing improved properties.
- Criteria
 - Homeowners may not be considered for an additional deed restriction within a three (3) year period.
 - Restrict proximity to other deed restricted homes. There can be no restriction allowed within 500' of another restriction.

Name: _____ Joel Richards _____

Property Address: _____ 6844 Hwy 9 _____

Will this be your primary residence: ☒ Yes ☐ No

Will the property be rented for workforce housing? ☐ Yes ☒ No

Have you applied for Housing Helps for other properties in Blue River?
☐ Yes ☒ No

Notes:

First time homebuyer. He and his wife currently rent in Breckenridge. They work locally in Breckenridge. There are no other deed restricted homes near them.

Management Report

Town of Blue River

For the period ended March 31, 2020



Prepared by

Shawver & Way CPAs, LLC

Prepared on

April 10, 2020

For management use only

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Statement of Financial Position

As of March 31, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
10010 Operating - Alpine Bank	1,365,662.59
10050 Petty Cash	250.00
10100 Credit Card - Alpine	1,148.16
10110 Reserve1 - Alpine Bank	231,258.05
10120 Reserve2 - Alpine Bank	302,425.28
10130 CD's - Citywide Banks	312,717.05
10140 Conservation Trust-Alpine Bank	95,426.00
10150 FirstBank - Reserves	100,001.00
10160 Colorado Trust	1,140.40
10170 CSAFE	100.00
10410 Illiquid Trust Funds	1,187.42
Total Bank Accounts	2,411,315.95
Other Current Assets	
10420 Cash with the County Treasurer	2,739.30
10430 Property Taxes Receivable	644,798.00
12005 Prepaid expenses Cebt	7,538.72
Total Other Current Assets	655,076.02
Total Current Assets	3,066,391.97
TOTAL ASSETS	\$3,066,391.97
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
20050 Payroll Liabilities	0.00
CCOERA	193.61
CO Income Tax	4,293.00
Total 20050 Payroll Liabilities	4,486.61
20300 Deferred Revenue - Property Tax	644,798.00
Direct Deposit Payable	-0.01
Total Other Current Liabilities	649,284.60
Total Current Liabilities	649,284.60
Total Liabilities	649,284.60
Equity	
30010 Invested in Capital Assets, Net	2,137,720.32
30020 Fund Balance - Amendment 1	46,804.00
30030 Fund Balance - Conservation Trs	54,434.00
30100 General Fund Balance	-834,865.95
30310 Reserves-Land Acquisition	300,000.00
30320 Reserves-Road Improvements	400,000.00

	Total
30330 Reserves-Town Hall Renovations	100,000.00
Net Revenue	213,015.00
Total Equity	2,417,107.37
TOTAL LIABILITIES AND EQUITY	\$3,066,391.97

Monthly:A/P Aging Summary

As of April 10, 2020

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Airport Road Carwash	124.10					124.10
All Phases Plumbing	315.00					315.00
Angel Law Firm of Colorado	800.00					800.00
Big O Tires	975.47					975.47
CEBT	4,624.00					4,624.00
Highland Galloway Investments	32,417.57					32,417.57
Shawver & Way CPAs LLC	332.50					332.50
Summit County Animal Control	525.00					525.00
Timber Creek Water District	150.00					150.00
Town of Breckenridge	107.66					107.66
Upper Blue Sanitation District	78.00					78.00
Widner Juran LLP	2,158.00					2,158.00
TOTAL	\$42,607.30	\$0.00	\$0.00	\$0.00	\$0.00	\$42,607.30

NOTE

"No Assurance Provided"

Monthly:Statement of Activity Prior Year

March 2020

	Mar 2020	Mar 2019 (PY)	Change	% Change	Jan - Mar, 2020 (YTD)	Total
REVENUE						
40000 Tax Revenue	226,881.36		226,881.36		226,881.36	226,881.36
40010 General Property Tax		172,028.90	-172,028.90	-100.00 %		48,126.10
40020 Delinquent Taxes		105.13	-105.13	-100.00 %		
40030 Lodging Tax	13,986.73	28,789.72	-14,802.99	-51.42 %		31,421.13
40040 Specific Ownership Tax	2,087.31	1,756.18	331.13	18.86 %		7,596.81
40050 Motor Vehicle License Fees	557.43	593.40	-35.97	-6.06 %		2,151.94
40060 Sales Tax	58,787.30	36,084.86	22,702.44	62.91 %		132,984.58
40070 Cigarette Tax	49.72	31.11	18.61	59.82 %		133.16
40080 Highway User's Tax	3,587.78	3,424.52	163.26	4.77 %		7,297.07
40090 Road & Bridge						115.27
Total 40000 Tax Revenue	305,937.63	242,813.82	63,123.81	26.00 %		456,707.42
41000 Building Department						
41010 Building Inspection Dept	1,696.50	2,973.50	-1,277.00	-42.95 %		5,567.50
41020 Architectural Review Fees		500.00	-500.00	-100.00 %		50.00
Total 41000 Building Department	1,696.50	3,473.50	-1,777.00	-51.16 %		5,617.50
42000 Municipal Court Revenue						
42010 Municipal Court Fines	1,845.00	1,878.20	-33.20	-1.77 %		5,966.61
42020 Code Enforcement Surcharge	174.00	178.00	-4.00	-2.25 %		663.00
42030 Marshal Office Revenue		2.00	-2.00	-100.00 %		
Total 42000 Municipal Court Revenue	2,019.00	2,058.20	-39.20	-1.90 %		6,629.61
44000 Other Income						
44010 Conservation Trust Fund	2,271.63	3,421.27	-1,149.64	-33.60 %		2,271.63
44020 Interest on Investments	6.55	7.68	-1.13	-14.71 %		4,017.30
44030 Natural Gas Franchise	6,765.29	7,095.02	-329.73	-4.65 %		11,854.12
44040 Forestry Income						34,337.25
44055 CDOT Marshal Grants		900.00	-900.00	-100.00 %		
44070 Credit Card Fees	71.56	45.51	26.05	57.24 %		195.87
44080 Lodging Tax Registration	950.00	1,430.25	-480.25	-33.58 %		6,275.00

	Mar 2020	Mar 2019 (PY)	Change	% Change	Jan - Mar, 2020 (YTD)	Total
44090 Business Licenses	400.00	675.00	-275.00	-40.74 %		1,550.00
44100 Admin Miscellaneous Income	35.24	3,460.12	-3,424.88	-98.98 %		8,441.46
Total 44000 Other Income	10,500.27	17,034.85	-6,534.58	-38.36 %		68,942.63
Total Revenue	320,153.40	265,380.37	54,773.03	20.64 %		537,897.16
GROSS PROFIT	320,153.40	265,380.37	54,773.03	20.64 %		537,897.16
EXPENDITURES						
71000 Personnel						
71010 Salaries - Elected Officials	1,250.00	950.00	300.00	31.58 %		3,750.00
71020 Salary - Town Manager	5,936.54	8,480.76	-2,544.22	-30.00 %		20,777.89
71030 Salary - Town Clerk	3,360.00	4,320.00	-960.00	-22.22 %		12,540.68
71040 Payroll Taxes - All Employees	2,399.70	2,653.57	-253.87	-9.57 %		8,315.80
71060 Workman's Comp Insurance	661.00	648.00	13.00	2.01 %		661.00
71070 Health Insurance	2,724.90	2,491.20	233.70	9.38 %		8,427.78
71080 Town Attorney	2,814.00	746.00	2,068.00	277.21 %		6,667.00
71090 Accountant	670.00	313.75	356.25	113.55 %		1,609.25
Total 71000 Personnel	19,816.14	20,603.28	-787.14	-3.82 %		62,749.40
72000 Administration						
72010 Office Supplies	1,854.19	275.67	1,578.52	572.61 %		5,466.04
72020 Telephone	885.42	658.06	227.36	34.55 %		2,735.29
72040 Printing & Publishing	1,121.25	220.00	901.25	409.66 %		2,304.20
72050 Meetings and Events	735.11	213.96	521.15	243.57 %		7,230.81
72060 Training & Travel	947.35	475.00	472.35	99.44 %		2,202.41
72070 Sales & Lodging Tax Admin		200.00	-200.00	-100.00 %		
72080 Professional Services	11.99		11.99			236.99
72090 Equipment Repairs & Lease	425.11	836.21	-411.10	-49.16 %		1,080.35
72100 Technology	1,097.02	1,069.99	27.03	2.53 %		5,056.66
72106 Community Fund	4,000.00		4,000.00			4,000.00
72110 Insurance						16,680.05
72120 Codifying		614.40	-614.40	-100.00 %		749.57
72130 Elections	1,026.19		1,026.19			1,026.19
72140 Cnty Treasurer's Fees	4,537.60	3,442.77	1,094.83	31.80 %		5,500.14

	Mar 2020	Mar 2019 (PY)	Change	% Change	Jan - Mar, 2020 (YTD)	Total
72150 NWC of Govt						1,030.00
72160 CML	383.00		383.00			383.00
72170 CAST	630.00	630.00	0.00	0.00 %		630.00
72180 Credit Card Charges	63.37	40.49	22.88	56.51 %		174.35
72195 Charitable Contributions						1,000.00
Total 72000 Administration	17,717.60	8,676.55	9,041.05	104.20 %		57,486.05
73000 Town Hall Expense						
73010 Utilities	1,079.03	1,003.66	75.37	7.51 %		3,490.12
73020 Trash	251.91	75.00	176.91	235.88 %		691.60
73030 Supplies		278.33	-278.33	-100.00 %		147.56
73060 Repairs & Maintenance	463.87	635.90	-172.03	-27.05 %		593.86
Total 73000 Town Hall Expense	1,794.81	1,992.89	-198.08	-9.94 %		4,923.14
74000 Planning & Zoning						
74010 P&Z Commission Salaries	650.00	650.00	0.00	0.00 %		1,950.00
Total 74000 Planning & Zoning	650.00	650.00	0.00	0.00 %		1,950.00
75000 Municipal Court						
75010 Municipal Judge	541.67	541.67	0.00	0.00 %		1,625.01
75020 Prosecutor	800.00	800.00	0.00	0.00 %		3,200.00
75040 Court Administration	24.50	13.70	10.80	78.83 %		51.90
Total 75000 Municipal Court	1,366.17	1,355.37	10.80	0.80 %		4,876.91
76000 Public Safety						
76010 Salary - Police Department	15,793.00	13,378.80	2,414.20	18.04 %		49,622.13
76030 Fuel	721.92		721.92			2,255.69
76040 Supplies - Police						2,546.95
76050 Auto Repair & Maintenance	82.82	220.13	-137.31	-62.38 %		5,113.04
76060 Animal Shelter						500.00
76070 Communication		3,558.50	-3,558.50	-100.00 %		9,216.50
76075 Survivor Support						1,000.00
76080 HASMAT						1,979.96
76110 Professional Services		60.00	-60.00	-100.00 %		
Total 76000 Public Safety	16,597.74	17,217.43	-619.69	-3.60 %		72,234.27

	Mar 2020	Mar 2019 (PY)	Change	% Change	Jan - Mar, 2020 (YTD)	Total
77000 Public Works						
77010 Building Inspector	4,516.80	6,461.55	-1,944.75	-30.10 %	15,866.96	15,866.96
77015 Electrical Inspector	130.00	520.00	-390.00	-75.00 %	1,820.00	1,820.00
77020 Street Lights Utilities	130.08	145.48	-15.40	-10.59 %	258.90	258.90
77030 Snow Removal	32,417.57	37,072.65	-4,655.08	-12.56 %	97,252.71	97,252.71
77040 Street Maintenance					2,117.43	2,117.43
77060 Signs					67.06	67.06
77095 High Country Conservation Grant		50.00	-50.00	-100.00 %	150.00	150.00
Total 77000 Public Works	37,194.45	44,249.68	-7,055.23	-15.94 %	117,533.06	117,533.06
79000 Capital Improvements						
84000 Capital Town Hall						
79040 Town Hall Construction	20,359.92		20,359.92		20,359.92	20,359.92
Total 84000 Capital Town Hall	20,359.92		20,359.92		20,359.92	20,359.92
Total 79000 Capital Improvements	20,359.92		20,359.92		-1,428.46	-1,428.46
Accrued Payroll Expenses					-19,007.93	-19,007.93
Wages					-20,436.39	-20,436.39
Total Accrued Payroll Expenses						
Payroll Expenses						
Wages	0.00	0.00	0.00		3,205.80	3,205.80
Total Payroll Expenses	0.00	0.00	0.00		3,205.80	3,205.80
Total Expenditures	115,496.83	94,745.20	20,751.63	21.90 %	324,882.16	324,882.16
NET OPERATING REVENUE	204,656.57	170,635.17	34,021.40	19.94 %	213,015.00	213,015.00
NET REVENUE	\$204,656.57	\$170,635.17	\$34,021.40	19.94 %	\$213,015.00	\$213,015.00

NOTE

"No Assurance Provided"

"No Assurance Provided"

Monthly: Budget vs. Actuals 2020

March 2020

	Mar 2020				Total	
	Actual	Budget	over Budget	% of Budget	over Budget	% of Budget
REVENUE						
40000 Tax Revenue	226,881.36	53,733.20	226,881.36	0.00%	226,881.36	0.00%
40010 General Property Tax	13,986.73	13,750.00	-53,733.20	101.72 %	53,733.20	0.00%
40030 Lodging Tax	2,087.31	2,000.00	236.73	104.37 %	236.73	101.72 %
40040 Specific Ownership Tax	557.43	416.67	87.31	133.78 %	87.31	104.37 %
40050 Motor Vehicle License Fees	58,787.30	20,833.33	140.76	282.18 %	416.67	133.78 %
40060 Sales Tax	49.72	83.33	37,953.97	59.67 %	20,833.33	282.18 %
40070 Cigarette Tax	3,587.78	3,740.83	-33.61	95.91 %	83.33	59.67 %
40080 Highway User's Tax		1,416.67	-153.05	95.91 %	3,740.83	95.91 %
40090 Road & Bridge		1,416.67	-1,416.67	0.00%	1,416.67	0.00%
Total 40000 Tax Revenue	305,937.63	95,974.03	209,963.60	318.77 %	209,963.60	318.77 %
41000 Building Department	1,696.50	6,250.00	-4,553.50	27.14 %	0.00	0.00%
41010 Building Inspection Dept		83.33	-83.33	0.00%	6,250.00	27.14 %
41020 Architectural Review Fees		6,333.33	-83.33	26.79 %	83.33	0.00%
Total 41000 Building Department	1,696.50	6,333.33	-4,636.83	26.79 %	6,333.33	26.79 %
42000 Municipal Court Revenue	1,845.00	2,500.00	-655.00	73.80 %	0.00	0.00%
42010 Municipal Court Fees	174.00	83.33	90.67	208.81 %	2,500.00	73.80 %
42020 Code Enforcement Surcharge		4.17	-4.17	0.00%	83.33	208.81 %
42030 Marshal Office Revenue		2,587.50	-668.50	78.03 %	4.17	0.00%
Total 42000 Municipal Court Revenue	2,019.00	2,587.50	-568.50	78.03 %	2,587.50	78.03 %
43000 Tam Revenue		125.00	-125.00	0.00%	0.00	0.00%
43010 Boat Permits		125.00	-125.00	0.00%	125.00	0.00%
Total 43000 Tam Revenue	0.00	125.00	-125.00	0.00%	125.00	0.00%
44000 Other Income	2,271.63	83.33	2,271.63	7.86 %	0.00	0.00%
44010 Conservation Trust Fund	6.55	41.67	-76.78	0.00%	83.33	7.86 %
44020 Interest on Investments		41.67	-41.67	0.00%	41.67	0.00%
44025 Interest on Taxes	6,765.29	4,166.67	2,598.62	162.37 %	4,166.67	162.37 %
44030 Natural Gas Franchise		2,500.00	-2,500.00	0.00%	2,500.00	0.00%
44040 Forestry Income		683.33	-683.33	0.00%	683.33	0.00%
44055 CDOT Marshal Grants	71.56	166.67	-95.11	42.94 %	166.67	42.94 %
44070 Credit Card Fees	950.00	1,000.00	-50.00	95.00 %	1,000.00	95.00 %
44080 Lodging Tax Registration	400.00	666.67	-266.67	60.00 %	666.67	60.00 %
44090 Business Licenses	35.24	458.33	-423.09	7.69 %	458.33	7.69 %
44100 Admin Miscellaneous Income		9,766.67	733.60	107.51 %	9,766.67	107.51 %
Total 44000 Other Income	10,500.27	9,766.67	733.60	107.51 %	9,766.67	107.51 %
Total Revenue	320,153.40	114,786.53	205,366.87	278.91 %	205,366.87	278.91 %
GROSS PROFIT						
EXPENDITURES						
71000 Personnel	1,250.00	1,200.00	50.00	104.17 %	0.00	0.00%
71010 Salaries - Elected Officials	5,936.54	6,431.25	-494.71	92.31 %	1,200.00	104.17 %
71020 Salary - Town Manager	3,360.00	3,640.00	-280.00	92.31 %	6,431.25	92.31 %
71030 Salary - Town Clerk	2,399.70	2,083.33	316.37	115.19 %	3,640.00	92.31 %
71040 Payroll Taxes - All Employees	661.00	1,000.00	-339.00	66.10 %	2,083.33	115.19 %
71060 Workman's Comp Insurance					1,000.00	66.10 %
Total Expenditures	11,747.24	11,747.24	0.00	100.00 %	11,747.24	100.00 %

	Mar 2020			Total		
	Actual	Budget	over Budget	% of Budget	Budget	over Budget
71070 Health Insurance	2,724.90	4,333.33	-1,608.43	62.88 %	4,333.33	-1,608.43
71080 Town Attorney	2,814.00	3,333.33	-519.33	84.42 %	3,333.33	-519.33
71090 Accountant	670.00	500.00	170.00	134.00 %	500.00	170.00
71100 Auditor		666.67	-666.67	0.00%	666.67	-666.67
Total 71000 Personnel	19,816.14	23,187.91	-3,371.77	85.46 %	23,187.91	-3,371.77
72000 Administration				0.00%	0.00	0.00
72010 Office Supplies	1,854.19	666.67	1,187.52	278.13 %	666.67	1,187.52
72020 Telephone	885.42	666.67	218.75	132.81 %	666.67	218.75
72030 Postage and Delivery		8.33	-8.33	0.00%	8.33	-8.33
72040 Printing & Publishing	1,121.25	500.00	621.25	224.25 %	500.00	621.25
72050 Meetings and Events	735.11	1,250.00	-514.89	58.81 %	1,250.00	-514.89
72060 Training & Travel	947.35	620.83	326.52	152.59 %	620.83	326.52
72070 Sales & Lodging Tax Admin		41.67	-41.67	0.00%	41.67	-41.67
72080 Professional Services	11.99	83.33	-71.34	14.39 %	83.33	-71.34
72090 Equipment Repairs & Lease	425.11	916.67	-491.56	46.38 %	916.67	-491.56
72100 Technology	1,097.02	3,333.33	-2,236.31	32.91 %	3,333.33	-2,236.31
72105 Community Engagement/Marketing		83.33	-83.33	0.00%	83.33	-83.33
72106 Community Fund	4,000.00	833.33	3,166.67	480.00 %	833.33	3,166.67
72107 Scholarships		250.00	-250.00	0.00%	250.00	-250.00
72110 Insurance		1,416.67	-1,416.67	0.00%	1,416.67	-1,416.67
72120 Codifying		100.00	-100.00	0.00%	100.00	-100.00
72130 Elections	1,026.19	500.00	526.19	205.24 %	500.00	526.19
72140 Crty Treasurer's Fees	4,537.60	1,000.00	3,537.60	453.76 %	1,000.00	3,537.60
72150 MNC of Govt		100.00	-100.00	0.00%	100.00	-100.00
72160 CML	383.00	97.92	285.08	391.14 %	97.92	285.08
72170 CAST	630.00	54.17	575.83	1,163.01 %	54.17	575.83
72180 Credit Card Charges	63.37	166.67	-103.30	38.02 %	166.67	-103.30
Total 72000 Administration	17,717.60	12,689.59	5,028.01	139.62 %	12,689.59	5,028.01
73000 Town Hall Expense				0.00%	0.00	0.00
73010 Utilities	1,079.03	833.33	245.70	129.48 %	833.33	245.70
73020 Trash	251.91	83.33	168.58	302.30 %	83.33	168.58
73030 Supplies		83.33	-83.33	0.00%	83.33	-83.33
73060 Repairs & Maintenance	463.87	166.67	297.20	278.32 %	166.67	297.20
Total 73000 Town Hall Expense	1,794.81	1,166.66	628.15	153.84 %	1,166.66	628.15
74000 Planning & Zoning				0.00%	0.00	0.00
74010 P&Z Commission Salaries	650.00	700.00	-50.00	92.86 %	700.00	-50.00
Total 74000 Planning & Zoning	650.00	700.00	-50.00	92.86 %	700.00	-50.00
75000 Municipal Court				0.00%	0.00	0.00
75010 Municipal Judge	541.67	541.67	0.00	100.00 %	541.67	0.00
75020 Prosecutor	800.00	800.00	0.00	100.00 %	800.00	0.00
75040 Court Administration	24.50	66.67	-42.17	36.75 %	66.67	-42.17
Total 75000 Municipal Court	1,366.17	1,408.34	-42.17	97.01 %	1,408.34	-42.17
76000 Public Safety				0.00%	0.00	0.00
76010 Salary - Police Department	15,793.00	17,416.67	-1,623.67	90.68 %	17,416.67	-1,623.67
76015 Office/General Administrative Expenditures		66.67	-66.67	0.00%	66.67	-66.67
76030 Fuel	721.92	500.00	221.92	144.38 %	500.00	221.92
76040 Supplies - Police		250.00	-250.00	0.00%	250.00	-250.00

	Mar 2020				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
76050 Auto Repair & Maintenance	82.82	166.67	-83.85	49.69 %	82.82	166.67	-83.85	49.69 %
76060 Animal Shelter		175.00	-175.00		0.00	175.00	-175.00	0.00%
76070 Communication		1,666.67	-1,666.67		0.00	1,666.67	-1,666.67	0.00%
76075 Survivor Support		83.33	-83.33		0.00	83.33	-83.33	0.00%
76080 HASMAT		157.14	-157.14		0.00	157.14	-157.14	0.00%
76090 Radar Recertification		8.33	-8.33		0.00	8.33	-8.33	0.00%
76100 Training		250.00	-250.00		0.00	250.00	-250.00	0.00%
Total 76000 Public Safety	16,597.74	20,740.48	-4,142.74	80.03 %	16,597.74	20,740.48	-4,142.74	80.03 %
77000 Public Works					0.00	0.00	0.00	0.00%
77010 Building Inspector	4,516.80	5,088.17	-571.37	88.77 %	4,516.80	5,088.17	-571.37	88.77 %
77015 Electrical Inspector	130.00	583.33	-453.33	22.29 %	130.00	583.33	-453.33	22.29 %
77016 Building Dept Fuel		141.67	-141.67		0.00	141.67	-141.67	0.00%
77017 Building Dept Auto Repair		166.67	-166.67		0.00	166.67	-166.67	0.00%
77018 Building Dept Training		129.17	-129.17		0.00	129.17	-129.17	0.00%
77020 Street Lights Utilities	130.08	208.33	-78.25	62.44 %	130.08	208.33	-78.25	62.44 %
77030 Snow Removal	32,417.57	16,208.78	16,208.79	200.00 %	32,417.57	16,208.78	16,208.79	200.00 %
77040 Street Maintenance		13,333.33	-13,333.33		0.00	13,333.33	-13,333.33	0.00%
77050 Engineering		416.67	-416.67		0.00	416.67	-416.67	0.00%
77060 Signs		166.67	-166.67		0.00	166.67	-166.67	0.00%
77090 Wildlife Grant Expenses		3,333.33	-3,333.33		0.00	3,333.33	-3,333.33	0.00%
77085 High Country Conservation Grant		25.00	-25.00		0.00	25.00	-25.00	0.00%
77100 Town Park Maintenance		250.00	-250.00		0.00	250.00	-250.00	0.00%
Total 77000 Public Works	37,194.45	40,051.12	-2,856.67	92.87 %	37,194.45	40,051.12	-2,856.67	92.87 %
79000 Capital Improvements					0.00	0.00	0.00	0.00%
84000 Capital Town Hall					0.00	0.00	0.00	0.00%
79040 Town Hall Construction	20,359.92		20,359.92		20,359.92	0.00	20,359.92	0.00%
Total 84000 Capital Town Hall	20,359.92		20,359.92		20,359.92	0.00	20,359.92	0.00%
Total 79000 Capital Improvements	20,359.92		20,359.92		20,359.92	0.00	20,359.92	0.00%
Total Expenditures	115,496.63	98,944.10	15,552.73	115.56 %	115,496.63	99,944.10	15,552.73	115.56 %
NET OPERATING REVENUE	204,656.57	14,842.43	189,814.14	1,378.86 %	204,656.57	14,842.43	189,814.14	1,378.86 %
NET REVENUE	\$204,656.57	\$14,842.43	\$189,814.14	1,378.86 %	\$204,656.57	\$14,842.43	\$189,814.14	1,378.86 %

Monthly:Capital Expenditures

March 2020

	Capital Fund	TOTAL
REVENUE		
Total Revenue		0.00
GROSS PROFIT	0.00	0.00
EXPENDITURES		
79000 Capital Improvements		0.00
84000 Capital Town Hall		0.00
79040 Town Hall Construction	20,359.92	20,359.92
Total 84000 Capital Town Hall	20,359.92	20,359.92
Total 79000 Capital Improvements	20,359.92	20,359.92
Total Expenditures	20,359.92	20,359.92
NET OPERATING REVENUE	-20,359.92	-20,359.92
NET REVENUE	\$ -20,359.92	\$ -20,359.92



Blue River Staff Report
April 2020

Town of Blue River
0110 Whispering Pines Circle
Blue River, CO 80424

970-547-0545
michelle@townofblueriver.org
<https://townofblueriver.colorado.gov>



Communications & Happenings

- **2020 Census**
 - Work has started on the 2020 Census. The Census is key to future funding for towns, schools, counties and states. Everyone is being encouraged to fill out the census online at www.2020census.gov.
- **Staff**
 - During the COVID-19 emergency Town Hall has been closed. With the exception of the Police Department, staff has been working remotely from home.
 - Court has been cancelled until June 3rd.
 - Building inspections are being conducted as needed. Contractors are required to submit a COVID-19 plan and adhere to all social distancing requirements. Permits and business licenses continue to be issued. At this time, there is a Planning & Zoning meeting scheduled for Tuesday, May 2nd. It is anticipated that this will be a remote meeting.
 - All committee meetings have been cancelled until further notice.

Upcoming Events

- Due to the COVID-19 emergency all events are being evaluated and adjusted. Recommendations are provided in the COVID-19 Staff Report.
- The upcoming cleanup day is being modified. The event will be a week-long event. Garbage bags will be provided and residents will be encouraged to conduct highway, park and neighborhood cleanup. The Town will pick up any bags left on the road for the cleanup efforts. There will not be a dumpster at Town Hall and no formal gathering will take place. Adjustments are being made by the county and as information is available will be sent out. Cleanup week will take place May 12-18th.

2020 Trustee Meeting Dates

- Tuesday, May 19th
- Tuesday June 16th

- Tuesday July 21st
- Tuesday, August 18th
- Tuesday, September 15th
- Tuesday, October 20th
- Tuesday, November 17th
- Tuesday, December 15th

Town Statistics

Facebook Page Likes

Town-937

Marshal-77

Instagram-229 followers

Twitter-39 followers

Residents on Email List-757

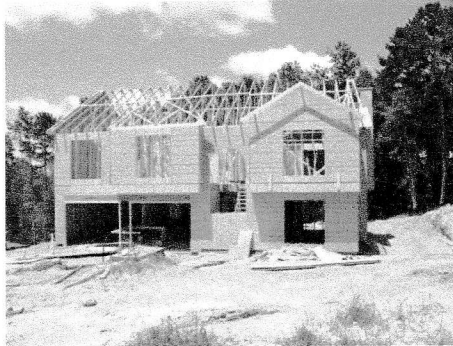
Blue River News-874

Business Licenses-221

Lodging Registrations-156

Violations Issued-0

Building/Public Works Department



Monthly Stats-March 2020

Permits Issued: 7

New Construction: 0

Certificates of Occupancy 2020: 3

Building:

- 20 inspections completed

Roads:

- Spring conditions exist. As weather permits work will begin on pot hole repair.



For the month of March 2020:

- Area Patrols 500
- Traffic stops 26
- Parking violations 9
- Business checks 7
- Extra watch 7
- Assists 4
- Medical 4
- Alarms 4
- Calls for service no reports 5
- Road hazards 3
- Suicide threats 2
- Suspicious activity 2
- Code 2
- Back up 1
- Gas leak 1
- Burglary 1
- Shots fired 1
- Hang up 1
- Animal 1
- Crashes (MVA) 1
- Lost and found 1

- Trespass 1
- Pedestrian contacts 1
- Criminal mischief 1
- Hazmat 1
- REDDI reports 1
- Disputes 1
- Dog bite 1
- Misdemeanor arrests 1

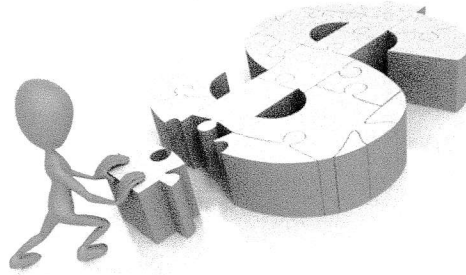
For the month of March, 500 incidents were recorded for the Blue River Police Department. Our focus has shifted to significant increase in area patrols. Officers were instructed to reduce personal contact (traffic stops, cold reports, etc.).

As of right now, I have secured enough PPE through Emergency Operation Center and State strategical supply. We also received 30 N95 facemasks from Summit Medical Center. The biggest challenge we are facing is constant public education in reference to County public health order as well as the orders from Governor's office. Furthermore, we have issued first Notice of Violation and Order to cease and desist to the owner of short-term rental property. Since this order regarding short-term rentals is Summit County Public Health order, all proper documentation was forwarded to department of public health and County Attorney's Office for civil filing through the courts. In addition, all orders from Governor's Office are enforceable through Colorado Revised Statute Title 18 of criminal code. This was the hardest thing to explain since there is difference between civil and criminal law. Other operation changes involved following items:

- All trainings and travel were canceled
- All overtime and on-call time was reduced to zero. All officers are working 48 hours shift with five days off. This would help reduce additional exposure and enforce social distancing. I hope that those measures are going to keep everyone healthy.
- All non-essential purchases were placed on hold.
- All law enforcement agencies in Summit County are cooperating and working together to provide essential services. Agreement was made between Chiefs and Sheriff in regards to work force shortage in reference to pandemic, and everyone agrees to help each other even in different jurisdiction.

Court

Court is cancelled until June 3, 2020.



Financials Variance Report

Prepared by: Michelle Eddy, Town Administrator
Through March 31, 2020

Revenues:

- Sales tax revenues are ahead of budget and Lodging tax is behind. A financial projection report is in the packet with projections of lost revenue due to the COVID-19 emergency. Overall revenues are 17.72% ahead of budget for the first three months of the year.

Expenses

- Expenses are on track with budget. Recommendations for potential expense savings are provided in the COVI-19 staff report. All unnecessary expenses and wage increases have been frozen until further notice.

Investments

Reserve accounts Alpine Bank:	\$533,683.33
Reserve account First Bank:	\$100,001.00
CD's Centennial Bank:	\$312,717.05
Conservation Trust:	\$95,426.00
Colorado Trust:	\$1,140.40
CSAFE:	\$100.00
Illiquid Trust Funds:	\$1,187.42
"Petty Cash"	\$1,148.16
Total Investments:	\$1,045,403.36