



# Town of Eagle 2017 Budget

10/14/16 First Draft

**BUDGET SUMMARY**  
**2017 ANNUAL BUDGET**

**BUDGET SUMMARY ALL FUNDS**

	ACTUAL 12/31/2015 <u>2015</u>	BUDGET 12/31/2016 <u>2016</u>	REVISED 12/31/2016 <u>2016</u>	BUDGET 12/31/2017 <u>2017</u>
<b>GENERAL FUND</b>				
REVENUES	5,501,263	5,508,573	6,023,075	6,331,027
EXPENDITURES	4,672,592	6,108,868	5,786,736	5,901,724
<b>WATER FUND</b>				
REVENUES	3,055,650	2,869,918	3,301,868	3,607,033
EXPENDITURES	3,052,623	2,572,533	2,770,856	2,137,787
<b>WASTE WATER FUND</b>				
REVENUES	2,703,531	2,461,630	2,618,232	2,707,036
EXPENDITURES	1,994,204	2,227,290	2,109,369	2,042,944
<b>REFUSE FUND</b>				
REVENUES	592,662	587,309	578,060	594,290
EXPENDITURES	621,599	602,259	555,250	600,878
<b>CAPITAL IMPROVEMENTS FUND</b>				
REVENUES	310,746	1,026,707	1,274,361	586,151
EXPENDITURES	1,117,250	840,840	542,174	848,634
<b>SALES TAX CAPITAL IMPROVEMENT FUND</b>				
REVENUES	-	-	6,404,936	512,312
EXPENDITURES	-	-	167,922	1,968,538
<b>CONSERVATION TRUST FUND</b>				
REVENUES	31,439	32,560	35,080	35,575
EXPENDITURES	104,368	26,000	26,000	-
<b>OPEN SPACE PRESERVATION FUND</b>				
REVENUES	124,640	126,300	226,942	151,600
EXPENDITURES	271,233	533,784	497,501	690,654
<b>TOTAL - ALL FUNDS</b>				
REVENUES	<b>12,319,931</b>	<b>12,612,997</b>	<b>20,462,554</b>	<b>14,525,023</b>
EXPENDITURES	<b>11,833,868</b>	<b>12,911,574</b>	<b>12,455,807</b>	<b>14,191,158</b>

**BUDGET SUMMARY  
2017 ANNUAL BUDGET**

**GENERAL FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCES (Beginning):</b>				
<b>NON-SPENDABLE: 1</b>	<b>168,015</b>	<b>168,015</b>	<b>183,614</b>	<b>168,015</b>
<b>RESTRICTED FOR: TABOR RESERVE</b>	<b>132,000</b>	<b>149,928</b>	<b>137,500</b>	<b>153,022</b>
<b>UNASSIGNED FUND BALANCE:</b>	<b>1,434,251</b>	<b>1,763,351</b>	<b>2,241,825</b>	<b>2,478,241</b>
<b>TOTAL FUND BALANCES (Beginning)</b>	<b>1,734,266</b>	<b>2,081,294</b>	<b>2,562,939</b>	<b>2,799,278</b>
<b>REVENUE</b>				
Taxes	4,068,749	4,239,493	4,588,397	4,933,580
Licenses and Permits	304,906	224,140	255,241	235,350
Intergovernmental Revenue	473,575	475,090	490,861	503,200
Charges for Services	115,085	82,500	117,600	96,500
Fines & Forfeitures	91,225	81,200	114,750	116,700
Misc. Revenues	299,724	257,400	307,476	307,197
Transfers from Other Funds				
From Water	60,000	60,000	60,000	60,000
From Wastewater	60,000	60,000	60,000	60,000
From Refuse	28,000	28,750	28,750	18,500
From Capital Improvements	-	-	-	-
<b>TOTAL REVENUE</b>	<b>5,501,263</b>	<b>5,508,573</b>	<b>6,023,075</b>	<b>6,331,027</b>
<b>TOTAL SOURCES</b>	<b>7,235,529</b>	<b>7,589,867</b>	<b>8,586,014</b>	<b>9,130,305</b>
<b>EXPENDITURES</b>				
General Government	1,329,467	1,478,219	1,455,635	1,141,617
Community Development	-	-	-	557,492
Streets	1,123,069	1,404,016	1,188,271	1,098,363
Engineering	-	-	-	341,425
Buildings & Grounds	539,780	660,713	543,265	644,515
Public Safety	1,264,482	1,479,414	1,462,552	1,592,309
Municipal Court	-	-	-	61,321
Information Center	223,568	200,489	224,657	225,148
Marketing	192,225	236,017	262,356	239,534
Transfer to Capital Improvements	-	650,000	650,000	-
<b>TOTAL EXPENDITURES</b>	<b>4,672,592</b>	<b>6,108,868</b>	<b>5,786,736</b>	<b>5,901,724</b>
<b>FUND BALANCES (Ending):</b>				
<b>RESTRICTED FOR: TABOR RESERVE</b>	<b>137,500</b>	<b>162,686</b>	<b>153,022</b>	<b>176,542</b>
<b>NON-SPENDABLE:</b>	<b>183,614</b>	<b>168,015</b>	<b>168,015</b>	<b>168,016</b>
<b>UNASSIGNED FUND BALANCE:</b>	<b>2,241,825</b>	<b>1,150,298</b>	<b>2,478,241</b>	<b>2,884,024</b>
<b>TOTAL FUND BALANCES (Ending):</b>	<b>2,562,939</b>	<b>1,480,999</b>	<b>2,799,278</b>	<b>3,228,581</b>

1 Non-Spendable: Prepaid Expenditures and EHOP (Long-term notes and funds held with fiscal agent for the Town's Employee Home Ownership Program)

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE SOURCES**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>TAXES</b>				
10-431-10 General Property Tax	248,966	255,403 <sup>1</sup>	255,403	272,190
10-431-30 Sales Tax	3,350,365	3,525,774 <sup>2</sup>	3,794,901	4,098,493
10-431-50 Franchise Tax	213,650	219,316	226,093	237,397
10-431-60 Marketing Lodging Tax	121,626	124,000	132,000	136,500
10-431-70 Occupation Tax	134,142	115,000	180,000	189,000
<b>TOTAL TAXES</b>	<b>4,068,749</b>	<b>4,239,493</b>	<b>4,588,397</b>	<b>4,933,580</b>
<b>LICENSES &amp; PERMITS</b>				
10-432-10 Business Licenses	28,821	28,500	27,500	28,500
10-432-12 Liquor Licenses	8,325	7,250	6,241	7,250
10-432-13 Marijuana Licenses	9,000	3,000	3,000	2,000
10-432-15 Marketing Fee	8,140	8,440	7,500	8,500
10-432-20 Building Permits	236,846	150,000	190,000	159,500
10-432-27 Electrical Permits	11,899	25,000 <sup>3</sup>	18,000	25,000
10-432-30 Road Cut Permits	500	350	500	2,000
10-432-35 Sign Permits	1,175	1,100	2,000	2,100
10-432-40 Special Event Permits	200	500	500	500
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>304,906</b>	<b>224,140</b>	<b>255,241</b>	<b>235,350</b>
<b>INTERGOVERNMENTAL REVENUE</b>				
10-433-20 Motor Vehicle License Fee	27,317	27,000	28,000	29,400
10-431-20 Specific Ownership Tax	21,744	24,000	20,100	21,100
10-433-30 Highway Users Tax	220,174	209,178	222,000	225,000
10-433-40 Cigarette Tax	10,805	10,350	10,350	10,500
10-431-44 Severance Tax	668	500	413	500
10-431-45 Federal Mineral Tax	504	500	689	700
10-433-60 Road & Bridge Tax	80,985	86,562	79,309	81,000
10-433-70 County Sales Tax	111,378	117,000 <sup>2</sup>	130,000	135,000
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>473,575</b>	<b>475,090</b>	<b>490,861</b>	<b>503,200</b>

<sup>1</sup> Due to Increase of 23% in net total assessed property valuation

<sup>2</sup> Increase of 5% from revised sales tax

<sup>3</sup> New Revenue line item in 2015 due to Town taking over electrical inspection from the State in order to increase inspection coverage from 2 to 5 days a week

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE SOURCES**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>CHARGES FOR SERVICES</b>				
10-434-10 Planning & Zoning Fees	12,363	16,000	50,000	27,500
10-434-20 Planning & Zoning Reimbursable	69,894	36,000	36,000	17,000
10-434-25 Facility Usage Fees	30,229	28,500 <sup>1</sup>	29,000	50,000
10-434-26 Facility Usage Deposits	2,600	2,000	2,600	2,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>115,085</b>	<b>82,500</b>	<b>117,600</b>	<b>96,500</b>
<b>FINES &amp; FORFEITURES</b>				
10-435-10 Fines & Forfeits	60,975	55,000	55,000	55,000
10-435-15 Police Surcharge	350	4,900 <sup>2</sup>	4,900	4,900
10-435-20 Police Miscellaneous	1,642	1,800	1,800	1,800
10-435-25 Police Grants	9,302	15,000	17,000	15,000
10-435-30 Special Duty Reimbursable	18,957	4,500	36,050	40,000
<b>TOTAL FINES &amp; FORFEITS</b>	<b>91,225</b>	<b>81,200</b>	<b>114,750</b>	<b>116,700</b>
<b>MISCELLANEOUS REVENUE</b>				
10-436-10 General Interest	5,987	1,700	5,300	5,600
10-436-40 Information Center Sales	227,782	200,000	233,000	233,000
10-436-42 Information Center Donations	935	1,000	1,000	1,000
10-436-45 Information Center Sales Tax	19,141	16,800	20,461	20,737
10-436-50 Rental Income	1,200	1,200	6,765	9,360
10-436-70 Other Miscellaneous Revenue	11,028	14,500	14,500	15,000
10-436-72 Sale of Fixed Assets	32,520	20,000	24,250	20,000
10-436-80 Reimbursable Revenue - Other	1,130	2,200	2,200	2,500
10-436-94 Impact Fees Administration Fees	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>299,724</b>	<b>257,400</b>	<b>307,476</b>	<b>307,197</b>

<sup>1</sup> Facility Usage Fees are mainly from rental of the Brush Creek Pavilion

<sup>2</sup> New fee adopted in 2015 for equipment procurment

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE SOURCES**

<b>DETAIL OF TRANSFERS FROM OTHER FUNDS</b>	<b>ACTUAL 2015</b>	<b>BUDGET 2016</b>	<b>REVISED 2016</b>	<b>BUDGET 2017</b>
10-437-20 General Admin. Water	60,000	60,000	60,000	60,000
10-437-30 General Admin. Wastewater	60,000	60,000	60,000	60,000
10-437-40 General Admin. Refuse <sup>1</sup>	28,000	28,750	28,750	18,500
10-437-31 Capital Improvements - Community Enhancement	-	-		
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>148,000</b>	<b>148,750</b>	<b>148,750</b>	<b>138,500</b>
 <b>TOTAL GENERAL FUND REVENUES</b>	 <b>5,501,263</b>	 <b>5,508,573</b>	 <b>6,023,075</b>	 <b>6,331,027</b>

<sup>1</sup> Due to staffing of yardwaste center on Saturdays and Wednesdays there is an additional \$10,000 transferred to the General Fund in 2015 & 2016 for reimbursement of Streets department overtime wages



Department:	General Government
Year:	2017

**Department Description:** The General Government Department includes, General Administration, Planning & Building, Clerk, Administration & Finance, Town Board, Planning and Zoning Commission, community requests, and any other miscellaneous expenditures that are not required or appropriate to be allocated in any other fund or department.



Department:	TOWN CLERK
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

The office of the Town Clerk prepares agenda materials, packets, and minutes for Town Board meetings; attends Board meetings; serves as Clerk of the Board; keeps an accurate record of all the official acts of the Board; manages liquor, marijuana and business licenses; issues special event permits on behalf of Town, conducts Regular Municipal and Special Elections; coordinates records management function; is the custodian of the Town seal and shall affix the Town seal to such documents as the law or the Board of Trustees requires, manages content and updates of Town Website, coordinates updates to Municipal Code and responds to Open Records Requests.

### **2016 ACCOMPLISHMENTS**

- MuniCode Corporation was contracted to update and re-codify our Municipal Code. Process is anticipated to be completed Fall of 2017.
- Successful completion of 2016 General Municipal Mail Ballot Election with TABOR issue.
- Transitioned website with new format and façade
- Implemented Sales Tax Increase with Eagle businesses
- Started All Staff Meetings to include safety and wellness training (While serving as Interim Town Manager)
- Started process for leasing Old Town Hall to enhance downtown vibrancy and provide space to non-profit entities.

### **2017 GOALS**

- Provide citizens, residents and visitors with on-line forms for all departments on website
- Provide on line access to residents for facility rentals
- Include licensing (Liquor, Business, Marijuana, Contractor's) with current financial software for better tracking and monitoring
- Participate in assessing and rebalancing administrative tasks
- Implement a training budget for administrative staff
- Participate in assessing how to implement on-line payments for some town fees
- Review policies for town clerk operations and begin implementation and communication of changes
- Attend training at Casselle for new software modules
- Attend management and leadership training
- Support staff in providing timely information, data within town board packets and agendas

### **2017 Objectives**

- Implement IT training schedule for MS Office and SharePoint
- Provide residents and visitors better information and business interaction through website to enhance customer service.

#### **Changes in Department or Fund Generated Revenues**

- Business growth will increase some licensing fee revenues.
- Efficiencies created with software upgrades will allow for better management overall of town information, records and ability to support other departments.

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: GENERAL  
DEPT: GENERAL ADMINISTF

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	845,529	914,057	863,958	661,503
SUPPLIES	11,946	26,450	26,450	23,800
PURCHASED SERVICES	265,753	340,424	378,939	298,814
FIXED CHARGES	53,129	51,688	53,188	53,500
CAPITAL OUTLAY	-	26,600	26,600	20,000
DISCRETIONARY FUNDING	95,600	109,000	106,500	74,000
CONTINGENCY	57,509	10,000	-	10,000
<b>TOTAL EXPENDITURES</b>	<b><u>1,329,467</u></b>	<b><u>1,478,219</u></b>	<b><u>1,455,635</u></b>	<b><u>1,141,617</u></b>



Department:	Community Development
Year:	2017

**DEPARTMENT/PROGRAM DESCRIPTION** – The Department is responsible for long range planning including the Eagle Area Community Plan, West Eagle Sub-Area Plan and recently completed Eagle River Corridor Plan; review and processing of land use applications including revisions to our Land Use and Development Code; and review, approval and inspection of building permits. The Department also provides information to the Town Manager to assist in formulating plans and policies and coordinates activities related to the implementation of the Eagle River Corridor Plan most notably at this time the design of the Eagle River Park.

**2016 ACCOMPLISHMENTS** – List goals and objectives that have been or will be accomplished in 2016, specifically addressing those goals and objectives that are outlined in the 2016 Annual Budget. This is a very important part of the Budget process. It provides accountability for your Department’s operations and helps to ensure that the resources that are allocated to each Department are being used in the manner intended. You should also address those objectives which will not be completed in 2016 as anticipated and a brief explanation.

- Hired Administrative Assistant to support growth and development
- Compensation of Planning Commission Members (\$100 per month)
- Contracted with Meritage and initiated the implementation of online building permit system (building department software)
- Implemented user-friendly land use application and development flowchart
- Publication of the Eagle River Corridor Plan
- Hosted Symposium of Towns transformed by their rivers: Salida, Buena Vista and Golden
- Preparation of materials for Ballot Initiative .5% Tax Increase
- Completion of 90% Design Drawings for In-Stream portion of River Park
- IGA with Eagle County for River Park
- Issuance of RFQ for upland river park design. Anticipate issuance of RFP and selection of Civil/Landscape Architecture Team by end December, 2016
- Selective Land Use Code Amendments including major overhaul of the sign code to be adopted in 2017.
- Coordinated CDOT land disposition to City Market, facilitated land use applications, and directed the preparation of Development Improvements Agreement.

The comprehensive revision of the Land Use and Development Code was not completed due to other priorities. However, several selected changes to the code were made.

**GOALS**

- Amendment to West Eagle Sub Area Plan
- Eagle River Park - Landscape and Civil Engineering Design Completion
- Continue to make selected revisions to Land Use and Development Code
- Full operation of Meritage System for Building Department

- Continued support of strategic planning for construction of LBWTP
- Process major Land Use Applications:
  - Major Amendment to Haymeadow PUD and Development Improvements Agreement
  - Annexation and entitlement for JHY
  - Annexation and entitlement for Green Bridge
- Department Succession Planning

### **Objectives**

- Prepare public outreach and strategy to revise West Eagle Plan
- Select River Park Design Team, Prepare Contract, and advertise public outreach for design of the park
- Identify selective parts of the Land Use and Development Code needing revision. One of the key objectives would be to create a Mixed Use Zone District that would facilitate “as a right of use” mixed use development. Rezoning of Highway 6 Corridor needs to be accomplished. Cannot build anything on these properties without multiple variance application.
- Prepare budget and select consultant to review and revise parking regulations with specific focus downtown need to be revised to facilitate in-fill development.
- Create a Development Review Team. Schedule bi monthly regular meetings to review development applications and discuss issues.
- Work with Eagle County School District to revise Scholl Land Dedication Regulations and Adequate Public Facilities

### **Highlights**

- Question regarding building official consultant vs an in-house “Town” building official
- Training related to effective administration of building department
- Training of Assistant Planner in GIS and other graphic software
- Consider making engineering review of land use applications a pass through cost

### **Changes in Department or Fund Generated Revenues**

- Charge for Engineering Review of Land Use Applications (\$50,000 – \$100,000)
- Street Impact Fee increases – see spreadsheet from Danielle
- Discuss application of fee in lieu of parks

TOWN OF EAGLE  
2017 ANNUAL BUDGET

FUND:GENERAL  
DEPT: COMMUNITY DEVELOPME

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL</u> <u>2015</u>	<u>BUDGET</u> <u>2016</u>	<u>REVISED</u> <u>2016</u>	<u>BUDGET</u> <u>2017</u>
PERSONNEL SERVICE	-	-	-	385,352
SUPPLIES	-	-	-	3,250
PURCHASED SERVICES	-	-	-	163,890
FIXED CHARGES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
CONTINGENCY	-	-	-	5,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>557,492</b>



Department:	Streets
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

The Streets Department maintains and performs limited construction of the streets and rights-of-way within the town limits. Department is also responsible for signage, weed control, management of the “urban forest,” storm water drainage, and winter maintenance within the Public ROW.

### **2016 ACCOMPLISHMENTS**

- Completed pavement management study. The pavement condition index (PCI) is 77 which is very good, well above the national averages. The backlog of “Very Poor” and “Poor” roads is 0.2% which is excellent.
- Devolution will be completed by the end of the year. The Town will assume full responsibility for Grand Avenue including access control.
- Partial reconstruction on Sixth Street. The old asphalt was removed. The existing road base was re-compacted and new road base was added to provide a normal crown. New asphalt was installed. Drainage was improved and parking was increased.
- Supported expansion of City market
- Routine maintenance operations including crack filling, striping, replace signs and street lights, sweeping, plowing and mowing.

### **GOALS**

- Implement first year of Pavement Management Study based on funding allocation
- Maintain and upgrade fleet and equipment to insure ability to keep roadways safe and in good condition
- Review need for handicap spaces on Broadway Street
- Support efforts to develop 2018-2022 Capital Improvement Program

### **Objectives**

- Complete Phase 1 of Grand Avenue Engineering/Planning Study to include: capacity, future access, intersections, drainage, pedestrian & streetscape components
- Reconstruction of Seventh Street from Capitol to McIntyre replacing asphalt and subgrade as needed.
- Incorporate (annex) Grand Ave (Devolution) into street planning
- Look for opportunities to bring in outside funds to fund needed improvements

### **Highlights**

- Begin implementation of 10-Year Pavement Management Plan

- More accurately match personnel services with funding sources, resulting in less reliance on the Water Fund
- Street repair and maintenance will increase by approximately \$10,000 due to addition of Grand Avenue to street inventory

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: GENERAL  
DEPT: STREETS

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	716,346	841,959	654,264	475,363
SUPPLIES	119,066	151,299	149,799	137,900
PURCHASED SERVICES	263,130	381,240	364,690	455,600
FIXED CHARGES	19,500	19,518	19,518	19,500
CAPITAL OUTLAY	5,026	-	-	-
CONTINGENCY	-	10,000	-	10,000
<b>TOTAL EXPENDITURES</b>	<b><u>1,123,069</u></b>	<b><u>1,404,016</u></b>	<b><u>1,188,271</u></b>	<b><u>1,098,363</u></b>



Department:	Engineering
Year:	2017

## **DEPARTMENT/PROGRAM DESCRIPTION**

Engineering is a new department. It used to be included in the Streets Department. that used to be funded within the Streets budget. The department consists of the Town Engineer, Assistant Town Engineer and Public Works Inspector.

## **2016 ACCOMPLISHMENTS**

- Oversaw water system improvements including: upgrade of Wall Street and Bush Creek Mains and installation of new Brush Creek intake
- Participated in Development Review Team and provided input on Haymeadow, Frost Creek, Sylvan Circle, Creekside, JHY and others
- Installed Eby Creek bus shelters
- Reviewed plans for Black Hills gas pipeline replacement project and oversaw construction in conjunction with Open Space
- Participated in review of finances related to construction of Lower Basin Water Treatment Plant

## **GOALS**

- Take leadership role with regard to Riverfront Project Team
- Take the lead in process leading to construction of Lower Basin Water Treatment Plant
- Work in partnership with all other departments within Public Works, Community Development, Finance and the Town Manager
- Support Planning and Zoning Commission and Town Board
- Maintain public safety on Town properties and Right of Ways
- Initiate and complete Phase 1 Grand Avenue Engineering/Planning Study

## **OBJECTIVES**

### **Highlights**

### **Changes in Department or Fund Generated Revenues**

TOWN OF EAGLE  
2017 ANNUAL BUDGET

FUND:GENERAL  
DEPT: ENGINEERING

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL</u> <u>2015</u>	<u>BUDGET</u> <u>2016</u>	<u>REVISED</u> <u>2016</u>	<u>BUDGET</u> <u>2017</u>
PERSONNEL SERVICE	-	-	-	284,075
SUPPLIES	-	-	-	18,750
PURCHASED SERVICES	-	-	-	28,600
FIXED CHARGES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
CONTINGENCY	-	-	-	10,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>341,425</b>



Department:	Buildings and Grounds
Year:	2016

## **DEPARTMENT/PROGRAM DESCRIPTION**

Maintain Town buildings, restrooms, park, Broadway streetscape, Visitor Center, and the roundabout landscaping. Responsibilities include repair, mowing, cleaning of facilities and pavilion check in and out. Department clears snow from recreation paths, sidewalks and Town facilities in the winter. Department is responsible for daily safety check of all Town properties, especially playgrounds.

## **2016 ACCOMPLISHMENTS**

- Improved the turf, maintenance and appearance of all Town parks
- Improved heating and cooling of Town Hall
- Improved Grand Avenue landscaping
- Converted popcorn ceiling to drop ceiling at Old Town Hall

## **2017 GOALS**

- Replace carpet and blinds at the Pavilion
- Get all Town buildings on a 2- 3 year painting schedule
- Add Pumptrack area into routine maintenance schedule
- Consider designation of Pool & Ice Rink, BMX Track, Pumptrack and Haymaker Trail as another Town Park
- Visitor Center improvements
- Participate in development of 2018-2022 Capital Improvement Program
- Replace pl

## **OBJECTIVES**

- Upgrade sprinkler system for soccer fields
- Maintenance plan for all Town buildings
- 

## **Highlights**

- Additional funding for Pavilion improvements at \$17,000
- Additional funding for needed Information Center upgrades at \$18,000
- Raise fees to help with need for additional funding

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: GENERAL  
DEPT: BUILDING & GROUNDS

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	296,181	324,818	289,338	313,595
SUPPLIES	92,828	85,500	80,300	83,000
PURCHASED SERVICES	139,561	230,081	158,313	191,070
FIXED CHARGES	11,210	15,314	15,314	16,000
CAPITAL OUTLAY	-	-	-	35,850
CONTINGENCY	-	5,000	-	5,000
<b>TOTAL EXPENDITURES</b>	<b><u>539,780</u></b>	<b><u>660,713</u></b>	<b><u>543,265</u></b>	<b><u>644,515</u></b>



Department:	Public Safety
Year:	2017

**DEPARTMENT/PROGRAM DESCRIPTION**

The Town of Eagle Police Department is a community-oriented organization consisting of six patrol officers, two sergeants, a patrol operations lieutenant, a chief and a records clerk/evidence technician. Your public safety team is committed to providing professional police services 24 hours a day, 365 days a year. With a focus on innovative techniques and quality police services for our citizens and guests, we are committed to providing professional standards of care, achieved through a shared vision of mutual responsibility for safety, service and problem resolution. As public trust is at the foundation to our profession, we are committed to fair, ethical, honest and impartial execution of duties based on our Mission, Vision and Values.

Our Mission is to enhance the quality of life within the Town through partnership and cooperation with our community in the development and delivery of professional police services.

**2016 ACCOMPLISHMENTS**

The following is a summary of goals which were included in our proposed 2016 budget process, along with some examples, providing insight into our desired process and results:

- **Design or improve upon innovative crime prevention strategies with a focus on education and community programs**
  - Excellence in Action Community Service Appreciation initiative implemented in August
  - Community networking and media attention focused on crime patterns and trends
  - Development of educational materials
  - Continued commitment with Law Enforcement Immigrant Advisory Committee and assigned EPD liaison for APD Spanish Citizens Police Academy
  - Implemented a drug-takeback program for Golden Eagle
  - Continued with a “Cup of Joe”
- **Promote avenues of restorative justice philosophies at the police and prosecutorial level**
  - Focused on the enhancement of police and prosecutorial communication avenues
  - Promoted 5<sup>th</sup> Judicial District’s diversion program
  - Developed optional street-level deferred program for juveniles involving essay and/or presentations (i.e. minor infractions or first time offenses)
- **Continue enhancing avenues for organizational success, while focusing on organizational goals, best-practice standards and 3<sup>rd</sup> party recommendations**
  - Implemented systems of consistency for our leadership and management team
  - Continued focus on training techniques designed to improve upon the knowledge, skills and abilities of each team member
  - Continued assessment of strategies designed to improve performance
  - Achievement of a variety of 3<sup>rd</sup> party goals
- **Focus on youth programs with special attention on safety, technology and marijuana issues**
  - Promoted safety awareness through media, social media and events

- Continued focus on special assignments, training and education seminars with area schools within the confines of current staffing levels
  - Developed in-house marijuana education course for middle-school aged children and partnered with a local marijuana dispensary to educate parents on youth marijuana prevention
- **Development of an agreement with neighboring agencies to combat the unlawful distribution of drugs in our community**
  - Part-time detective attended prerequisite training (grant funded) and was assigned as a liaison to Eagle County's multi-jurisdictional narcotic interdiction team
  - Three illicit drug dealers arrested who were selling drugs at (or near) local business in Eagle
  - One methamphetamine dealer arrested who had been residing near a local school in Eagle
- **Development and enrichment of new personnel, with a focus on leadership and management principles**
  - In-house coaching, mentoring and management process implemented
  - Early Intervention System (EIS) design and implementation in QTR 4
  - Training program for the development and enhancement of new sergeant staff scheduled for completion at the end of 2016
  - Continued focus on outside training programs for all staff
  - Development of in-house instructors
  - Focused on web-based training and interactive simulator training (assists in maintaining staffing priorities)
  - Patrol team fully staffed as of September 2016
- **Enhancement of staff training with a focus on the newly implemented department policy and State of Colorado POST annual requirements**
  - New policy and organizational guidelines released at the beginning of 2016
  - Daily Training Bulletins correlating to new policy implemented mid-year
  - All staff members are on schedule to exceed minimum mandatory training requirements in 2016
- **Continued enhancement of community networking through modern strategies of design, patrol initiatives, community meetings, and use of technology**
  - Department quarterly newsletters
  - Town Facebook Page postings (EPD continues to receive a high number of "likes")
  - Community initiatives (i.e. Lemonade Stands Project, Sticker Bombs, police events).
  - E-ticket hardware and software training (deployed in April 2016)
- **Acquire vehicles and equipment necessary to maintain consistency with modern police practices, while providing for safety and the viability of our Mission**
  - Process developed in conjunction with a vehicle replacement schedule for the police department
  - Replaced two aging patrol vehicles in 2016
  - Acquired a low-mileage Chief of Police vehicle(Hybrid) to replace an 11 YRO Impala
  - Developed inventory standards and schedules for major equipment replacement
  - Began to acquire necessary police equipment
  - On schedule to obtain police MDT units by December 2016
- **Continued focus on alternative funding avenues for training and training equipment**
  - State funding request for \$20,000 fulfilled for the 2016-2017 fiscal year
  - CDOT funding request for \$9,300 fulfilled in 2016
  - Smaller community requests, POST equipment grants an bullet proof vest cost sharing grants fulfilled in 2016 (scheduled to continue in BY 2017)
  - In-kind service and equipment donations from professional entities

- **Fulfillment of a part-time (two-day per week) position to aid the Police Records and Municipal Court Clerk position**
  - Part-time clerk hired in 2016
  - Systematic process pending for the separation of police and municipal court
- **Continued anticipation for overall financial recovery in the approval for fulfillment of an additional certified officer position *recommended by True to Course, LLC.***
  - FTE request for 2017 budget year

## **GOALS**

- Initiate the process to become a Colorado State Accredited Police Agency.
- Continue with the momentum of success with our implemented initiatives and enhance the design, practice and/or delivery, when necessary.
- Continue to assess our newly implemented policy and delivery of services to ensure best-practice standards are consistently achieved and aligned with our Mission, Vision and Values.
- Align the police department with our new event coordinator in promoting standards of stewardship and service to ensure safety, objectives and attributes of community spirit are maintained with event planning.
- Focus on school initiatives, educational programs, safety drills, parent-teacher opportunities, after-school programs and interventions with a full-time SRO.
- Continue to acquire vehicles, training equipment and police equipment necessary to maintain consistency with modern police practices, while providing for officer and community safety.
- Address crime and disorder.
- Use financial recourses efficiently and continue our focus with local and state grant applications.
- Focus on retention of qualified staff.
- Maintain consistency with Colorado P.O.S.T. standards regarding new legislative mandates for training and procure alternative resources to assist with funding for these mandated training programs.
- Acquire initial funding and develop a training plan for the new record management system.
- Concentrate on safety trainings and volunteer preventative health care initiative(s).
- Establish criteria for when the use of a citizen police review committee may be beneficial to assist the police department with assessment and review of identified programs and/or procedures.
- Use social media to capitalize on effective information sharing and community involvement with our team.

## **Objectives**

- Your police department was reorganized and various strategies were implemented in 2016 to enhance leadership and management of our organization. Development of departmental policy, strategic design of best-practice principles, acquisition of alternative funding programs and revised service-oriented procedures were formalized in 2016. As staffing allows, these enhancements will continue in 2017 with an anticipated expansion of our organizational design, as respectfully proposed, in an effort to increase our potential with community services and service-oriented consistency (with a direct focus on our schools).
- Initiate a CACP surveyor/inspector to assess current operations in order to provide the roadmap and list of objectives necessary to attain the goal of accreditation through the CACP Professional Standards Accreditation program.
- Your police department will continue to work effectively with the new TOE Event FTE proposed for 2017 to capitalize on effective staffing and planning for upcoming events.
- Your police department will continue to focus on community-oriented outreach events, community notification techniques, crime-prevention media, youth education methods, professional networking systems and customer-service philosophies.
- Your police department has been successful with strategic planning, which included a successful budgeting model in 2016, without any mid-year funding requests, which will continue as our goal in 2017.
- Your police department continues to prolong the life of necessary equipment while seeking grants and professional entity equipment donations, as we continue our focus in 2017 with replacement schedules and equipment maintenance systems implemented by our current administration.
- Your police department will continue with alternative funding research and current initiatives for training and training equipment, extra duty and shared funding options.
- Your police department will continue to successfully meet or exceed a majority of the long-term recommendations denoted by our 3<sup>rd</sup> party consultant.
- Your police department will strive to provide our community with enhanced, effective, efficient and community-oriented police services available within the confines of existing resources.

### **Highlights**

- A staffing request for 2017 has been respectfully submitted for an additional sworn FTE. The primary purpose of this FTE is to focus on school programs and assist with the overall effectiveness, efficiency and safety on our team - *please refer to the 2017 FTE Public Safety budget narrative proposal for additional detail.*
- Technology applications and service providers are denoted to have impacts on the public safety budget. The most significant of these will include an \$11,000.00 down payment for a new records management system - *please refer to the 2017 CAD RMS Public Safety budget narrative proposal for additional detail.*
- Proposed 2017 Capital Improvements will have financial impacts, with long-term benefits, as two vehicles are respectfully requested – *please refer to the 2017 Vehicle Replacement Public Safety budget narrative proposal for additional detail.*

### **Changes in Department or Fund Generated Revenues**

- Approximately \$17,000 supplement to the general fund in 2016 (sale of two old Impalas and one Jeep).

While there is no applicability for generated revenues to be considered in a municipal police organization, the Eagle Police Department anticipates the following conditions to supplement expenditures in 2017:

- Recipient of \$20,000.00 training award, fiscal year 2016/2017 – *Training*
- Anticipated \$8,000.00 CDOT award in 2017 – *Wages*
- Projected \$10,000.00 Extra Duty grants/awards/requests - *Wages*

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND:GENERAL  
DEPT:PUBLIC SAFETY

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICE	949,519	1,124,702	1,137,631	1,228,818
SUPPLIES	39,869	55,490	49,300	64,890
PURCHASED SERVICES	254,620	268,753	255,652	267,127
FIXED CHARGES	20,475	20,469	19,969	21,475
CAPITAL OUTLAY	-	-	-	-
CONTINGENCY	-	10,000	-	10,000
<b>TOTAL EXPENDITURES</b>	<b><u>1,264,482</u></b>	<b><u>1,479,414</u></b>	<b><u>1,462,552</u></b>	<b><u>1,592,309</u></b>



Department:	Municipal Court
Year:	2017

The Eagle Municipal Court is responsible for resolving traffic and animal control violations, criminal misdemeanors, Town Ordinance violations and in some cases, juvenile delinquency. We are committed to community and victim safety, offender accountability and fair resolution to the cases heard by the Court.

The court oversees and manages warrants, court payment transactions, scheduling of hearings and general administration.

Under authority of Federal and State Constitutions and enacted by local ordinance exclusively for municipal ordinances, the Town of Eagle retains a Municipal Court Judge to administer judicial and administrative duties. Effectively, our appointed judge represents the municipality and the judicial system, while providing for a quality of life and buffer between citizens and police. Some judicial duties include accepting pleas, deciding on law, rendering judgments, evaluate motions, setting fines, grant or revoke deferred dispositions, setting bail conditions and collecting fines as well as fees required by ordinance.

In 2016 the Municipal Court recruited and hired a part-time court clerk to take on the majority of the Municipal Court functions. Rhonda Steggall joined our team in April of 2016 and is currently working two 8-hour days per week. The Police Records Supervisor/Municipal Court Clerk has transitioned to overseeing the Municipal Court operations and finances. We are hopeful that by year-end Rhonda will take over all functions of the Municipal Court Clerk position completely separating the Police Department and Municipal Court departments.

The Court Supervisor has been working diligently to transition the Municipal Court finance tracking system from QuickBooks to the current court software used, Full Court Enterprise.

The Town Board of Trustees passed an ordinance which allows the assessment of the charitable contribution (\$5 per case heard in court.) This program creates an avenue for those prosecuted in the Municipal Court to give back the community without creating an undue hardship.

The goals of the Municipal Court are simple. We want to provide an efficient, knowledgeable, fair and respectful criminal justice experience to our community. With that said the Municipal Court staffing will need to expand as the Town of Eagle grows and the number of Municipal Court cases increases. Customer service is of the utmost importance and lack of staffing for the Court can create a frustrating process for those trying to address their case.

Procedures and policies will need to be evaluated on a continual basis for best practices and to keep the process as efficient as possible. This process started in 2016 but has stalled out due to financial concerns and recent legislation that affects the Municipal Courts.

**Objectives:**

- Increase hours for part-time Municipal Court Clerk to 20 hours per week.
- Shift all day to day duties to the Court Clerk, and have the Court Supervisor attend to oversight and financial planning for the Court.

- Contract and implement a collection agency to assist in collection of unpaid fines and fees.
- Assess currently policies and procedures including fee structure, contract payments and staffing needs.
- Complete audit of outstanding case files (Bench Warrants and Outstanding Judgement Warrants)
- Identify and secure a working space for the Municipal Court Clerk to have permanent office.
- Assess upcoming technology needs and create an action plan to further those needs.

**Highlights:**

The most significant change for the Municipal Court department is that this is the first year the Municipal Court will be separated out into its own department and not a subsection of the Police Department/ Public Safety budget. At the same time we are working diligently to separate the functions of the two departments. Per ethical standards and separation of powers, it is best practice for the Municipal Court and the Police Department to be separate entities, which includes the current financial structure.

Revenues in the Municipal Court have increased this year. Year to date fines and fees collected in 2016 are \$34,228.00, while 2015 was \$28,737.00. This does not include revenue from the police equipment and training surcharge or the charitable contributions. This increase is due to the Police Departments ability to work on a proactive, instead of reactive basis. The previous years include periods of short staffing in the Police Department which lead to less tickets being written. The Town is also seeing an increase in traffic complaint from the community. The Court has also seen an increase due to the Police Department’s participation in the CDOT Grant Funded Click it or Ticket program.

Court hearings have increased due to the fact that the Municipal Court Judge requires appearance on all motor vehicle accidents that have more than \$500 in damage. Unfortunately, the roundabouts have proven to be a difficult obstacle for many truck drivers and some motorists. The damages to guardrails, roundabout landscaping and collisions with other vehicles have increased over previous years.

**Changes in Department or Fund Generated Revenues:**

The only recommended change to the Municipal Courts current fee schedule is to raise the court cost from \$15 to \$20. This increase in fee is to be comparative to other Colorado municipalities. Currently many courts are charging \$25-\$30. The increase also helps address the rising cost of the Court.

Assessment of the current codified fees for municipal court also needs to be reviewed. These fees will make a big difference in the revenue of the Court as it pertains to routine operation costs and required staffing. Currently, the court revenue from fees is much lower than the amount that it takes to operate the Municipal Court.

TOWN OF EAGLE  
2017 ANNUAL BUDGET

FUND:GENERAL  
DEPT: MUNICIPAL COURT

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICE	-	-	-	32,476
SUPPLIES	-	-	-	2,275
PURCHASED SERVICES	-	-	-	21,570
FIXED CHARGES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
CONTINGENCY	-	-	-	5,000
<b>TOTAL EXPENDITURES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>61,321</b></u>



Department:	Information Center
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

The Information Center serves as a way to draw traffic from I-70 into Eagle to increase sales of goods and services. The Information Center also provides

### **2016 ACCOMPLISHMENTS**

- Continue to be involved in riverfront planning, especially as relates to Chambers Park
- Revenues are expected to increase significantly from 2015, insuring revenues will cover operating costs, but not capital costs anticipated in 2017
- The Eagle Chamber of Commerce installed an exterior monitor which serves to promote local businesses and events; also an iPad was installed on an interior wall to promote area businesses and events
- A large Eagle Area map was installed on an exterior wall of the Information Center, as well as a smaller sign in restroom area
- Staff made record number of referrals to local businesses
- Welcomed a local vendor who rented water sports equipment, which was approved by the Town Board, during the month of August

### **2017 GOALS**

- Continue to offer a pleasant place for the traveling public to stop and get information, appropriate maps and brochures, and utilize the restrooms
- Continue to look for ways to increase visitor referrals to local businesses
- Participate in riverfront planning
- Continue to cover Visitor Center operating costs
- Continue to offer a venue for local artisans where their goods can be sold and add new consignors whose work is an asset to the Information Center.

### **2016 Objectives**

### **Highlights**

- Hire another part time employee to help in receiving, pricing, and displaying merchandise, and staffing the Visitor Center. As revenues have increased dramatically in the past three years, it is necessary to increase employee hours.

Submitted by: Barbara Meese

Date: 09/29/2016

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: GENERAL  
DEPT: INFORMATION CENTER

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	68,713	67,155	72,840	73,648
SUPPLIES	142,865	121,300	139,800	139,800
PURCHASED SERVICES	11,991	11,034	11,017	10,700
FIXED CHARGES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
CONTINGENCY	-	1,000	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b><u>223,568</u></b>	<b><u>200,489</u></b>	<b><u>224,657</u></b>	<b><u>225,148</u></b>



Department	Open Space
Year:	2017

**Department Description:** Per the 2011 enabling ballot language, the MEAC budget is funded through a \$2 per room, per night lodging occupation tax. The MEAC coordinator recruits, secures and coordinates multi-day events, manages and updates the tourism website and creates, executes and manages the Town’s marketing and public relations plan via print, broadcast, digital and social media and collateral. The MEAC position works closely with the Town’s lodging establishments, businesses and Chamber to promote events and tourism.

The MEAC position has an advisory board, the Marketing & Events Advisory Committee, consisting of local business leaders and residents selected by the Town Board of Trustees. The primary role of the MEAC board is to recruit and review proposals from event producers, evaluate economic impact and potential according to a matrix following established Town goals and allocate the event funding for Town Board of Trustee approval. In addition, the MEAC board assists with communications, reviews the budget and provides insights and input into marketing and events. Monthly MEAC meetings held at Town Hall are open to the public.

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: GENERAL  
DEPT: MARKETING

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	76,883	88,317	49,378	114,534
SUPPLIES	14,196	17,500	17,648	11,500
PURCHASED SERVICES	101,146	129,834	194,964	113,500
CONTINGENCY	-	366	366	-
<b>TOTAL EXPENDITURES</b>	<b><u>192,225</u></b>	<b><u>236,017</u></b>	<b><u>262,356</u></b>	<b><u>239,534</u></b>

\* 2017 Projected Marketing Revenues (Occupation Lodging tax and Marketing fees) are \$145,000



Fund:	Water
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION –**

Responsible for providing safe drinking water to all Town residents and out of Town users. Responsibilities include maintaining the water treatment plant, the distribution system, managing residential distribution and forming a long range capital plan. Town funds the system through fees to customers which are adjusted yearly.

### **2016 ACCOMPLISHMENTS –**

- By the end of 2016 completed Brush Creek water intake structure
- Started a distribution system capacity analysis, should be completed in 2016
- Started a water rate study, should be 90% complete in 2016
- Completed water main replacements on Wall Street and new PRV at old water plant.

### **GOALS –**

- Operate system efficiently and well-maintained
- Increase production and storage capacity at the right time.
- Increase revenues to cover projected expenses plus reserves

### **Objectives –**

- Evaluate Town zones for future growth capacity
- Monitor production and storage demands
- Increase storage capacity possibly enlarging cemetery tank

### **Highlights –**

- Anticipate major changes in revenue by increasing service fees and increasing Plant Investment Fees (PIF)

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**WATER FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	<b>8,523,393</b>	<b>7,821,702</b>	<b>8,526,419</b>	<b>9,057,432</b>
<b>REVENUE</b>				
Operating Revenues	2,557,631	2,533,543	2,845,348	3,129,883
Interest on Investments	9,353	14,375	50,520	50,550
Other Revenue	44,974	72,000	121,000	126,600
Prepaid Plant Investment Fees	-	-	-	-
Plant Investment Fees (Tap Fees)	437,325	250,000	285,000	300,000
Water System Imp Fees E.R.	6,000	-	-	-
Water Miscellaneous Revenue	367	-	-	-
Water Rights, Cash in Lieu	-	-	-	-
<b>TOTAL REVENUE</b>	<b>3,055,650</b>	<b>2,869,918</b>	<b>3,301,868</b>	<b>3,607,033</b>
<b>TOTAL SOURCES</b>	<b>11,579,043</b>	<b>10,691,620</b>	<b>11,828,287</b>	<b>12,664,465</b>
<b>EXPENDITURES</b>				
Operating Expenditures	1,040,154	1,259,753	1,256,552	1,172,452
Capital Expenditures	1,667,690	968,000	1,169,524	620,555
Debt Service	284,780	284,780	284,780	284,780
Admin Charges to General Fund	60,000	60,000	60,000	60,000
<b>TOTAL EXPENDITURES</b>	<b>3,052,623</b>	<b>2,572,533</b>	<b>2,770,856</b>	<b>2,137,787</b>
<b>FUND BALANCE - ENDING</b>	<b>8,526,419</b>	<b>8,119,087</b>	<b>9,057,432</b>	<b>10,526,678</b>

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: WATER

<b><u>DETAIL OF REVENUES</u></b>	<b>ACTUAL 2015</b>	<b>BUDGET 2016</b>	<b>REVISED 2016</b>	<b>BUDGET 2017</b>
52-434-80 WATER SALES - IN TOWN	2,207,346	2,178,260	2,456,000	2,701,600
52-434-83 WATER SALES - OUT OF TOWN	350,285	355,283	389,348	428,283
52-434-85 WATER MATERIALS/OTHER	22,548	15,000	32,000	41,600
52-436-65 NWCOG GRANT	-	-	-	-
52-436-75 SERVICE CHARGE	21,359	22,000	19,000	20,000
52-436-80 REIMBURSABLE INCOME	1,067	35,000	70,000	65,000
52-434-90 PLANT INVESTMENT FEES (TAP FEES)	437,325	250,000	285,000	300,000
52-434-92 PLANT INVESTMENT FEES (prepaid)	-	-	-	-
52-434-91 WATER SYSTEM IMP. FEES E.R.	6,000	-	-	-
52-434-95 CASH-IN-LIEU OF WATER RIGHTS	-	-	-	-
52-436-50 WATER INTEREST	9,237	14,250	50,000	50,000
52-436-60 WATER RIGHTS INTEREST	116	125	520	550
52-436-95 WATER MISCELLANEOUS REVENUE	367	-	-	-
<b>TOTAL REVENUE</b>	<b><u>3,055,650</u></b>	<b><u>2,869,918</u></b>	<b><u>3,301,868</u></b>	<b><u>3,607,033</u></b>

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: WATER

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	553,117	586,153	574,953	458,602
SUPPLIES	130,776	167,700	166,700	166,600
PURCHASED SERVICES	321,650	421,646	430,645	462,750
FIXED CHARGES	34,610	34,254	34,254	34,500
CAPITAL EXPENDITURES	1,667,690	968,000	1,169,524	620,555
DEBT SERVICE	284,780	284,780	284,780	284,780
CONTINGENCY	-	50,000	50,000	50,000
TRANSFER TO OTHER FUNDS	60,000	60,000	60,000	60,000
<b>TOTAL EXPENDITURES</b>	<b><u>3,052,623</u></b>	<b><u>2,572,533</u></b>	<b><u>2,770,856</u></b>	<b><u>2,137,787</u></b>



Fund:	Wastewater
Year:	2016

### **DEPARTMENT/PROGRAM DESCRIPTION**

Responsible for treatment of wastewater for the residents in the Town of Eagle, including maintaining the sewer plant on Violet Lane, making sewer taps, collection system maintenance, formulating long range capital improvements plan for the system and compliance with State and Federal clean water and operational standards. This plant was built in 1997 and expanded in 2007, and has sufficient capacity for all foreseeable growth in the Town.

### **2016 ACCOMPLISHMENTS**

- Improved plant maintenance and efficiency. We were way behind on plant maintenance and thanks to budget increases in 2016, we had major improvements in the condition and reliability of the facility
- Drafted 10-year plant maintenance study
- Lowered overtime costs significantly by utilizing flex time

### **2017 GOALS**

- Continue to improve plant maintenance and operations
- Operate plant in an efficient manner, keeping both budget and regulations in perspective.
- Increase budget reserves for future improvements – ammonia and phosphorus limits within 10 years

### **2017 Objectives**

- Improved plant maintenance has been possible because of budget increases approved by the board.
- Consistently monitor plant through regular tests and good reports to insure excellence in operations and by staying within regulations.
- Fund a tap fee and a rate study for wastewater

### **Highlights**

- The budget does not reflect any major changes to the operation of the plant
- Fund a tap fee and rate study (\$35,000.00)

### **Changes in Department or Fund Generated Revenues**

- Anticipate a 5% rate increase for wastewater fees in 2017.

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**WASTE WATER FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	<b>1,323,446</b>	<b>1,780,663</b>	<b>2,032,774</b>	<b>2,531,910</b>
<b>RATE STABILIZATION ACCOUNT <sup>1</sup></b>	<b>195,561</b>	<b>206,163</b>	<b>195,561</b>	<b>205,288</b>
<b>REVENUE</b>				
Operating Revenues	1,982,068	2,089,558	2,101,000	2,122,010
Interest on Investments	1,651	2,040	7,200	8,000
Taxes	175,813	170,032	170,032	177,026
Plant Investment Fees (Tap Fees)	544,000	200,000	340,000	400,000
Loan Proceeds	-	-	-	-
<b>TOTAL REVENUE</b>	<b>2,703,531</b>	<b>2,461,630</b>	<b>2,618,232</b>	<b>2,707,036</b>
<b>TOTAL SOURCES</b>	<b>4,222,539</b>	<b>4,448,456</b>	<b>4,846,567</b>	<b>5,444,234</b>
<b>EXPENDITURES</b>				
Operating Expenditures	722,245	866,033	761,151	806,758
Capital Expenditures	32,691	131,023	114,667	-
Debt Service	1,179,268	1,170,234	1,173,551	1,176,186
Transfers	60,000	60,000	60,000	60,000
<b>TOTAL EXPENDITURES</b>	<b>1,994,204</b>	<b>2,227,290</b>	<b>2,109,369</b>	<b>2,042,944</b>
<b>RATE STABILIZATION ACCOUNT <sup>1</sup></b>	<b>195,561</b>	<b>231,508</b>	<b>205,288</b>	<b>216,689</b>
<b>FUND BALANCE - ENDING</b>	<b>2,032,774</b>	<b>1,989,658</b>	<b>2,531,910</b>	<b>3,184,600</b>

<sup>1</sup> Per the 2007 loan the Town shall maintain an operations and maintenance reserve in an amount equal to three months of operation and maintenance expenses excluding depreciation of the system

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: WASTEWATER

<b><u>DETAIL OF REVENUES</u></b>		<u>ACTUAL</u> 2015	<u>BUDGET</u> 2016	<u>REVISED</u> 2016	<u>BUDGET</u> 2017
51-434-70	SERVICE FEES	1,982,068	2,089,558	2,101,000	2,122,010
51-431-15	LOAN PAYMENT MILL LEVY 1	175,813	170,032	170,032	177,026
51-434-85	OTHER INCOME	-	-	-	-
51-436-50	INTEREST INCOME	1,651	2,040	7,200	8,000
51-434-90	PLANT INVESTMENT FEES (TAP FEES)	544,000	200,000	340,000	400,000
51-436-60	LOAN PROCEEDS	-	-	-	-
	<b>TOTAL REVENUE</b>	<b><u>2,703,531</u></b>	<b><u>2,461,630</u></b>	<b><u>2,618,232</u></b>	<b><u>2,707,036</u></b>

1 Mill Levy received to pay for 1997 waste water loan which will be paid in full in 2017, revenues will expire with debt

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: WASTEWATER

**SUMMARY OF EXPENDITURES**

	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	170,007	208,361	194,009	213,173
SUPPLIES	104,138	122,650	115,000	119,600
PURCHASED SERVICES	420,800	457,897	375,017	396,860
FIXED CHARGES	27,300	27,125	27,125	27,125
CAPITAL OUTLAY	32,691	131,023	114,667	-
DEBT SERVICE	1,179,268	1,170,234	1,173,551	1,176,186
CONTINGENCY	-	50,000	50,000	50,000
TRANSFER TO OTHER FUNDS	60,000	60,000	60,000	60,000
<b>TOTAL EXPENDITURES</b>	<b><u>1,994,204</u></b>	<b><u>2,227,290</u></b>	<b><u>2,109,369</u></b>	<b><u>2,042,944</u></b>



Fund:	Refuse
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

Since April 2009, the refuse fund has contracted out to the recycling drop center at the public works facility private hauler for pickup and disposal of curbside residential solid waste. The fund also has two other services which it funds-the recycling drop center at the public works facility (capital and maintenance only, O&M is paid by Eagle County) and the Yard Waste collection on Violet Lane.

### **2016 ACCOMPLISHMENTS**

- Maintain Yard Waste facility well within budget by getting the yard waste chipped and hauled for nothing thanks to the Biomass Plant in Gypsum.
- Low customer complaints for trash pickup. Honey Wagon is doing a good job.

### **2017 GOALS**

- Continue to operate Yard Waste facility within budget.
- Continue to provide trash service in a good and economical way

### **2017 Objectives**

- Work with Honey Wagon to compost leaves at their facility

### **Highlights**

- No significant changes in budget or operational practices

### **Changes in Department or Fund Generated Revenues**

- Do not anticipate raising fees in 2017
- May be C.P.I charge increase from Honey Wagon for residential trash pickup

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**REFUSE FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	<b>157,040</b>	<b>116,712</b>	<b>128,103</b>	<b>150,913</b>
<b>REVENUE</b>				
Operating Revenues	592,376	586,859	577,000	593,090
Non-Operating Revenues	286	450	1,060	1,200
<b>TOTAL REVENUE</b>	<b>592,662</b>	<b>587,309</b>	<b>578,060</b>	<b>594,290</b>
<b>TOTAL SOURCES</b>	<b>749,702</b>	<b>704,021</b>	<b>706,163</b>	<b>745,203</b>
<b>EXPENDITURES</b>				
Operating Expenditures	571,502	573,509	526,500	582,378
Capital Expenditures	22,097	-	-	-
Transfers	28,000	28,750	28,750	18,500
<b>TOTAL EXPENDITURES</b>	<b>621,599</b>	<b>602,259</b>	<b>555,250</b>	<b>600,878</b>
<b>FUND BALANCE - ENDING</b>	<b>128,103</b>	<b>101,762</b>	<b>150,913</b>	<b>144,325</b>

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: REFUSE

<b><u>DETAIL OF REVENUES</u></b>	<b>ACTUAL 2015</b>	<b>BUDGET 2016</b>	<b>REVISED 2016</b>	<b>BUDGET 2017</b>
<b>OPERATING REVENUES</b>				
53-434-40 SERVICE FEES	535,926	530,509	520,000	535,600
53-434-50 YARDWASTE/RECYCLE CENTER FEE	37,652	37,600	38,000	38,300
53-434-60 ADMINISTRATIVE FEE	18,799	18,750	19,000	19,190
<b>OPERATING REVENUES</b>	<b>592,376</b>	<b>586,859</b>	<b>577,000</b>	<b>593,090</b>
<b>NON-OPERATING REVENUES</b>				
53-436-50 INTEREST INCOME	286	450	1,060	1,200
53-436-70 MISCELLANEOUS REVENUE	-	-	-	-
<b>NON-OPERATING REVENUES</b>	<b>286</b>	<b>450</b>	<b>1,060</b>	<b>1,200</b>
<b>TOTAL REVENUES</b>	<b>592,662</b>	<b>587,309</b>	<b>578,060</b>	<b>594,290</b>

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: REFUSE

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	-	-	-	8,878
SUPPLIES	-	5,000	2,500	3,000
PURCHASED SERVICES	571,502	563,509	524,000	565,500
CAPITAL EXPENDITURES	22,097	-	-	-
CONTINGENCY	-	5,000	-	5,000
TRANSFERS TO OTHER FUNDS	28,000	28,750	28,750	18,500
<b>TOTAL EXPENDITURES</b>	<b><u>621,599</u></b>	<b><u>602,259</u></b>	<b><u>555,250</u></b>	<b><u>600,878</u></b>



Fund:	Capital Improvement Fund
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

This fund provides for land acquisition, construction of major capital improvement projects and acquisition of vehicles and equipment. The fund has two dedicated sources of funding, use tax and off-site road impact fees. It also has no restrictions in funds transferred from the General Fund. In recent years, those sources have produced lower revenues and the fund has been dependent on transfers from the General Fund. There is no stated minimum ending fund balance by statute, code or policy of the town.

### **2016 ACCOMPLISHMENTS**

- Upgraded Public Works fleet through purchase of two new pickup trucks
- Purchased two new police vehicles
- Made improvements to Old Town Hall including replacement of popcorn ceilings (asbestos) with drop ceiling and upgraded water service
- Installed bus shelters in Town Park and Eby Creek Road
- Made improvements to functionality of Community Development and Administration front desks
- Repaired gutters at Public Work building
- 90% in stream design for Eagle River Park
- Made security improvements to Police Department that were recommended by CIRSA and will protect police department staff

### **2017 GOALS**

- Complete first year of improvements in Pavement Management Plan
- Upgrades to Police and Public Works Fleets
- Complete Grand Avenue Engineering/Planning Study
- Develop organization-wide Five-Year Capital Improvement Program

### **2017 Objectives**

- Investigate opportunities to apply for grants to pay for needed capital improvements

### **Highlights**

- Need to develop a plan for how to go about implementing Pavement Management Plan (Town Board input desired)
- Completion of the Phase 1 Grand Avenue Engineering/Planning Study
- Development of a rational and systematic plan for prioritizing, planning and funding capital improvements. Review existing fleet plans for proposed 2017 additions. (They will be attached to the the next iteration of the budget)

### **Changes in Department or Fund Generated Revenues**

- Review opportunity to collect fee in lieu of parks as per Land Use Code

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**CAPITAL IMPROVEMENTS FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCES (Beginning):</b>				
<b>UNASSIGNED:</b>	1,233,312	440,797	488,935	1,195,180
<b>RESTRICTED FOR:</b>				
<b>TABOR RESERVE</b>	96,500	37,923	34,000	16,265
<b>COMMUNITY ENHANCEMENT</b>	37,288	80,109	37,662	81,339
<b>TOTAL FUND BALANCES (Beginning)</b>	<u>1,367,100</u>	<u>558,829</u>	<u>560,597</u>	<u>1,292,784</u>
<b>REVENUE</b>				
31-430-45 Capital Improvement Interest	3,873	2,900	14,781	8,000
31-430-46 Community Enhancement Interest	374	130	430	600
31-430-50 Community Enhancement <sup>1</sup>	41,665	43,677	43,677	44,551
31-430-85 Street Impact Fees	40,388	30,000	25,473	45,000
31-430-86 Use Tax	224,448	150,000	330,000	363,000
31-430-74 Developer Contribution to Grand Ave.	-	-	-	-
31-430-77 Eagle County Contributions	-	150,000	25,000	125,000
31-430-78 ECO Reimbursement	-	-	185,000	-
31-430-70 Miscellaneous Income	-	-	-	-
31-437-10 Transfer from General Fund	-	650,000	650,000	-
<b>TOTAL REVENUE</b>	<u>310,746</u>	<u>1,026,707</u>	<u>1,274,361</u>	<u>586,151</u>
<b>TOTAL SOURCES</b>	<u>1,677,846</u>	<u>1,585,536</u>	<u>1,834,958</u>	<u>1,878,935</u>
<b>EXPENDITURES</b>				
Capital Expenditures	1,117,250	840,840	542,174	848,634
Transfer to General Fund	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>1,117,250</u>	<u>840,840</u>	<u>542,174</u>	<u>848,634</u>
<b>FUND BALANCES (Ending):</b>				
<b>RESTRICTED FOR:</b>				
<b>COMMUNITY ENHANCEMENT</b>	37,662	123,786	81,339	125,890
<b>TABOR RESERVE</b>	34,000	25,225	16,265	25,459
<b>UNASSIGNED:</b>	488,935	595,685	1,195,180	878,952
<b>TOTAL FUND BALANCES (Ending):</b>	<u>560,597</u>	<u>744,696</u>	<u>1,292,784</u>	<u>1,030,301</u>

<sup>1</sup> Per Holy Cross 2010 Franchise agreement



Fund:	Sales Tax Capital Improvements Fund - (Eagle River Park Fund)
Year:	2017

**DEPARTMENT/PROGRAM DESCRIPTION** – The Department is responsible for project management and coordination of the design and construction of the Eagle River Park to be funded by the .5% sales tax approved in April of 2016

### **2016 ACCOMPLISHMENTS**

- Engaged Caroline Bradford as Project Coordinator
- Commenced Communication Plan to ensure the public is informed regarding the Eagle River Park
- Initiated formation of a Citizens Advisory Group to champion project and seek private funding
- Prepared background information for issuance of bond
- Coordinated the review and comment of 90% design drawings for the in-stream portion of the River Park
- Initiated discussions with the Johnson Family to purchase a portion of their land on the north side of the Eagle River
- Contracted to survey boundaries and appraise private property
- Coordinated with the Case Family to determine concerns and establish consensus on the north boundary line of their property.
- Issued request for Qualifications for Design Firms for the River Park.
- Issued Request for Proposals for Design Firms for River Park.
- Selected Design Team for the River Park.
- Coordinated with Eagle County on River Park Scope of Services and project boundary extension into Fairgrounds.
- Application for \$350,000 GOCO Grant for construction of in-stream features.

### **GOALS**

- Robust Public Engagement Process related to design of the park
- Completion of Eagle River Park Landscape and Civil Engineering Design
- Work closely with Riverfront Citizens Committee and support private fundraising
- Apply for addition grants of all kinds for \$350,000 GOCO
- Purchase property on the north side of the river from House/Johnson
- Award bid to construct the in-stream portion of the Park
- Continue to involve Park Improvement Committee

## **Objectives**

- Prepare public outreach and strategy to solicit public input
- Outline communication plan for 2017
- Monitor deliverables identified in the design contract for park
- Coordinate concerns with Johnson Family – reference in historical campus, naming trail after ranch.

## **Highlights** Involvement by Eagle County in some of the Park construction costs

- Expanding area of the park to include the function in and around the Exhibition Hall
- \$350,000 budgeted for new ADA approved Playground and associated improvements in Centennial Park as per recommendation of Board appointed Park Improvement Committee

## **Changes in Department or Fund Generated Revenues**

- Obtain funding commitment from Eagle County for improvements to Exhibition Hall and surrounding area.
- Obtain GOCO Grant to help pay for construction of the in-stream and upland park improvements.
- Obtain private funding for components of the Park

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**SALES TAX CAPITAL IMPROVEMENT FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	-	-	-	<b>6,237,014</b>
<b>RESERVE - BEGINNING</b>	-	-	-	<b>161,619</b>
<b>REVENUE</b>				
Sales Tax	-	-	237,000	512,312
Bond Proceeds	-	-	5,200,000	-
Bond Premium	-	-	967,936	-
Interest on Investments	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>6,404,936</b>	<b>512,312</b>
<b>TOTAL SOURCES</b>	<b>-</b>	<b>-</b>	<b>6,404,936</b>	<b>6,749,326</b>
<b>EXPENDITURES</b>				
Testing	-	-	-	19,000
River Park Design	-	-	-	25,000
River Park Construction	-	-	-	400,000
Trail Construction	-	-	-	25,000
Park Improvements	-	-	-	350,000
Upland Park Design	-	-	-	465,000
Acquisitions	-	-	-	150,000
Debt Service	-	-	53,422	319,538
Cost of Issuance	-	-	114,500	-
Contingency	-	-	-	215,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>167,922</b>	<b>1,968,538</b>
<b>RESERVE - ENDING</b>	<b>-</b>	<b>-</b>	<b>161,619</b>	<b>161,619</b>
<b>FUND BALANCE - ENDING</b>	<b>-</b>	<b>-</b>	<b>6,237,014</b>	<b>4,780,788</b>



Fund:	Conservation Trust Fund
Year:	2017

**Fund Description:** This fund was established to account for the funds the Town of Eagle receives from the State of Colorado lottery proceeds. The Colorado Constitution directs 40% of the net proceeds of the Colorado Lottery to the Conservation Trust Fund (CTF) for distribution to municipalities and counties and other eligible entities for parks, recreation, and open space purposes. The CTF funds are received quarterly on a per capita basis.

The CTF statute governs that a municipality can only use these funds for the acquisition, development, and maintenance of “new conservation sites” or for capital improvements or maintenance for recreational purposes on any public site.

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**CONSERVATION TRUST FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	<b>100,182</b>	<b>27,043</b>	<b>27,253</b>	<b>36,333</b>
<b>REVENUES</b>				
71-430-10 Lottery Proceeds	31,295	32,500	34,800	35,000
71-430-20 Interest on Investments	144	60	280	575
<b>TOTAL REVENUES</b>	<b>31,439</b>	<b>32,560</b>	<b>35,080</b>	<b>35,575</b>
 <b>TOTAL SOURCES</b>	 <b>131,621</b>	 <b>59,603</b>	 <b>62,333</b>	 <b>71,908</b>
<b>EXPENDITURES</b>				
71-50-715 Whiting Park Play Equipment	-	-	-	-
71-50-725 Pool & Ice Rink Recreation Project TBD	-	-	-	-
71-50-730 Information Center Park Camping	-	-	-	-
71-50-735 Eagle Valley Elementary GOCO Match	-	-	-	-
71-50-740 Eagle Park Ice Rink Liner	-	-	-	-
71-50-745 Sowing Seeds	-	-	-	-
71-50-750 Park Improvements	104,368	26,000	26,000	-
71-50-950 Transfer to Capital Imp. Fund	-	-	-	-
71-50-900 Contingency	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>104,368</b>	<b>26,000</b>	<b>26,000</b>	<b>-</b>
 <b>FUND BALANCE - ENDING</b>	 <b>27,253</b>	 <b>33,603</b>	 <b>36,333</b>	 <b>71,908</b>



Fund:	Open Space
Year:	2017

### **DEPARTMENT/PROGRAM DESCRIPTION**

The Open Space fund was created in 1996 after the passage of a citizen ballot measure that implemented a \$2 per night lodging tax. To this day, the \$2 per night lodging tax remains as the sole source of dedicated revenue for the Open Space Fund. Staff continually works to secure grant money and establish partnerships with Eagle County, the Eagle Ranch Wildlife Committee, and other entities to best leverage the funding generated by the lodging tax. All Open Space related expenses, including personnel, are paid out of the Open Space Fund.

Per the 1996 ballot language, Open Space funds are to be used for the following: “...*the preservation of agricultural lands and for acquisition, maintenance and management of land and easements in and around the town for open space buffer zones, trails within open space areas, wildlife habitats and wetland preservation.*” In 2014, voters approved an amendment to that language which added to following allowed uses of open space funds: “.....*construction and maintenance of soft path recreation trails connecting to the existing Eagle area trails system and the construction of facilities which will serve open space users such as restrooms, parking areas and other physical improvements which improve the quality of the users experience when utilizing Town open space and adjacent lands.*” This 2014 ballot question passed by an 87% approval margin, providing a clear message as to just how much the citizens of Eagle value their open space and the outdoor recreation opportunities it affords them. The margin of approval reinforced what Town officials have long heard from residents and in both formal and informal conversations, and through surveys such as the Town of Eagle Community Surveys conducted in 2004, 2007, and 2013. Conserving open space is not only a closely held value for the citizens of Eagle, it is an essential component of their overall quality of life.

In the early years, the focus of the open space fund was on land acquisition and stewardship. The goal was to build up the fund balance. The Town’s Open Space fund, established seven years prior to the passage of Eagle County’s Open Space Tax, which was passed in 2003. By 2004, the Town recognized that a part-time staff person was necessary to manage the demands placed on its open space lands and growing trail system. The first Open Space Coordinator was hired that year. Since then, the scope and popularity of the Open Space program has continued to grow. Eagle’s active citizenry continued to expand, and with the growth came the desire to improve, not only outdoor recreation experiences on Town owned open space, but on surrounding BLM lands as well. Over the last few years the Town has established a strong partnership with the County’s Open Space program which has allowed both programs to leverage their funds for the purchase of important open space parcels including Confluence Park and the recently acquired Abram’s Creek Open Space. The Open Space fund has evolved from purely a bank account for potential acquisitions to a well-rounded municipal open space program that works to provide conscientious land stewardship and management while also providing excellent outdoor recreation opportunities for its citizens and visitors alike.

## **2016 ACCOMPLISHMENTS**

- Purchased the A&R Investments property, which is now protected in perpetuity as Town owned open space (now called the Abrams Creek Open Space). Leveraged Town funds heavily contributing \$144,000 (20% of the purchase price), with the other 80% of the funding provided by the Town's partners including Eagle County and the Eagle Ranch Wildlife Committee. The purchase protects critical winter wildlife habitat and provides for long envisioned and key trail connections. This land acquisition accomplished a goal that the Town had been working to achieve for more than 15 years.
- Exercised diligent public land stewardship of Town open space property by developing a Restoration Requirements document which spelled out the necessary best practices for revegetating the 2016 Black Hills pipeline construction project corridor that crossed Abrams Creek, Second Gulch, Mayer Gulch, and sections of the Eagle Ranch neighborhood. Negotiated a \$150,000 letter of credit which the Town can draw upon in future years in the event Black Hills were to default on their agreed to restoration responsibilities. Although not a Town budgeted or sponsored project, this was a project that legally had to be accommodated on Town open space lands and involved significant staff time.
- Constructed the bicycle pump track at the Pool and Ice Rink facility, including track, irrigation, and landscaping which has been extremely popular and is heavily used.
- Installed new and updated trailhead kiosks and wayfinding trail signage to assist locals and visitors alike with a positive recreation experience.
- Provided federal permitting, logistics, and venue support for large scale special events held on Town open space including the Eagle Outside Festival, the GoPro Mountain Games, and the Colorado High School League Mountain Biking Championships.
- Performed annual open space stewardship tasks, including noxious weed abatement, pest control, hazard mitigation, trail maintenance, and winter wildlife closures.
- Managed and supported volunteer groups and professional contractors who performed trail construction and maintenance tasks.

## **GOALS**

Town of Eagle Open Space funds are managed in accordance with the goals set forth in the Town's guiding open space plan titled, Eagle Area Open Lands Conservation Plan. These goals include the following:

- *Conserve Natural Characteristics*
- *Protect Critical Wildlife Habitat*
- *Maintain Scenic Qualities*
- *Provide Appropriate Recreational Opportunities*
- *Minimize Adverse Impacts to the Natural Environment*

In recent years, the Town recognized that Town's beautiful natural areas and excellent trail system could not only serve to enhance the quality of life for its citizens but also serve as a driver for economic growth by marketing its potential for increased tourism.

## **Objectives**

- To complete the design and construction of the Abram's Creek Open Space to Third Gulch trail connection
- To provide funding for any high priority open space acquisition and/or recreation access easement opportunities that might arise in 2017.
- To provide professional, internal staffing support for high priority, open space related projects. This would include projects such as implementation of the Eagle River Corridor Plan and River Park project.
- To complete trail and other amenity maintenance projects in 2017 using both seasonal employee and volunteer time.
- To expand natural history interpretation and environmental education opportunities through designing and securing funding for a nature center in 2017.

## **Highlights**

A significant highlight of the 2017 budget is the addition of a Seasonal Open Space/Trails Technician position. This Town employee would be supervised by the Open Space Coordinator, and their duties would include trail construction and maintenance, installing signage, maintaining trailhead and other open space related facilities, and regulation education and enforcement tasks. This position would provide a cost effective, dedicated labor source for completing tasks that cannot always be attended to with current Open Space staffing levels and volunteer labor.

## **Changes in Department or Fund Generated Revenues**

Based on 2016 lodging tax receipts and occupancy trends, it is projected that open space revenue will experience roughly a 20% increase in annual revenue. Open Space staff will continue to pursue grant funding opportunities and partnerships with the County, Eagle Ranch Wildlife Committee, and the BLM, among others. If the 1B Open Space initiative on the County's November Ballot were to pass, it would enable the Town to apply for County Open Space funds for funding trail projects, further enhancing the Town's Open Space capabilities.

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

**OPEN SPACE PRESERVATION FUND SUMMARY**

	ACTUAL 2015	BUDGET 2016	REVISED 2016	BUDGET 2017
<b>FUND BALANCE - BEGINNING</b>	<b>1,204,372</b>	<b>1,074,074</b>	<b>1,057,779</b>	<b>787,220</b>
<b>REVENUES</b>				
81-430-10 Lodging Tax	121,626	124,000	132,000	136,500
81-430-15 Penalty & Interest	-	-	-	-
81-430-20 Interest on Investments	2,444	2,000	6,100	4,000
81-430-30 Usage Fees	570	300	300	300
81-431-00 State Grants (GOCO)	-	-	41,015	-
81-433-00 Other Grants	-	-	10,000	10,800
81-434-10 Reimbursable Revenue	-	-	37,527	-
81-436-70 Miscellaneous	-	-	-	-
<b>TOTAL REVENUES</b>	<b>124,640</b>	<b>126,300</b>	<b>226,942</b>	<b>151,600</b>
<b>TOTAL SOURCES</b>	<b>1,329,012</b>	<b>1,200,374</b>	<b>1,284,721</b>	<b>938,820</b>
<b>EXPENDITURES</b>				
Operating Expenses	122,597	140,784	162,418	614,654
Capital Expenditures	148,636	393,000	335,083	76,000
<b>TOTAL EXPENDITURES</b>	<b>271,233</b>	<b>533,784</b>	<b>497,501</b>	<b>690,654</b>
<b>FUND BALANCE - ENDING</b>	<b>1,057,779</b>	<b>666,590</b>	<b>787,220</b>	<b>248,167</b>

**TOWN OF EAGLE  
2017 ANNUAL BUDGET**

FUND: OPEN SPACE

<b><u>SUMMARY OF EXPENDITURES</u></b>	<u>ACTUAL 2015</u>	<u>BUDGET 2016</u>	<u>REVISED 2016</u>	<u>BUDGET 2017</u>
PERSONNEL SERVICES	33,328	39,993	41,300	65,304
SUPPLIES	21,574	19,300	19,150	7,800
PURCHASED SERVICES	56,037	61,237	81,714	36,300
FIXED CHARGES	4,875	5,254	5,254	5,250
CAPITAL EXPENDITURES	148,636	393,000	335,083	76,000
CONTINGENCY	6,784	15,000	15,000	500,000
<b>TOTAL EXPENDITURES</b>	<b><u>271,233</u></b>	<b><u>533,784</u></b>	<b><u>497,501</u></b>	<b><u>690,654</u></b>